

City of Capitola Agenda



Mayor: Kristen Petersen
Vice Mayor: Yvette Brooks
Council Members: Jacques Bertrand
Ed Bottorff
Sam Storey

CAPITOLA CITY COUNCIL REGULAR MEETING

THURSDAY, SEPTEMBER 24, 2020

7 PM

PLEASE REVIEW THE NOTICE OF REMOTE ACCESS AT THE END OF THE AGENDA FOR HOW TO PARTICIPATE IN THIS MEETING & SUBMIT PUBLIC COMMENT

CLOSED SESSION – 6 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.

CONFERENCE WITH LEGAL COUNSEL - SIGNIFICANT EXPOSURE TO LITIGATION

(Gov't Code § 54956.9(d)(2).)

one potential case

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.

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA
September 24, 2020

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

Council Members Jacques Bertrand, Ed Bottorff, Yvette Brooks, Sam Storey, and Mayor Kristen Petersen

2. PRESENTATIONS

Presentations are limited to eight minutes.

A. Introduction of New Capitola Police Officer Garcia

B. Dedicate Live-Saving Award to Capitola Police Officer Albert Gonzalez

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. PUBLIC COMMENTS

Review the Notice of Remote Access Only for instructions.

7. CITY COUNCIL / STAFF COMMENTS

City Council Members/Staff may comment on matters of a general nature or identify issues for staff response or future council consideration. No individual shall speak for more than two minutes.

8. CONSENT CALENDAR

All items listed in the "Consent Calendar" will be enacted by one motion in the form listed below. There will be no separate discussion on these items prior to the time the Council votes on the action unless members of the 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 September 10, 2020, City Council Regular Meeting Minutes
RECOMMENDED ACTION: Approve minutes.

B. August 20 and September 3, 2020, Planning Commission Action Minutes
RECOMMENDED ACTION: Receive minutes.

C. Approval of City Check Registers Dated August 7, August 14, August 21, August 28 and September 4.
RECOMMENDED ACTION: Approve check registers.

D. SB2 Grant Project Update and Sole Source Contract with Ben Noble Planning for Objective Design Standards
RECOMMENDED ACTION: Receive update on the City' s Senate Bill 2 (SB2) Grant Projects and authorize the City Manager to enter an agreement with Ben

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA
September 24, 2020

Noble Urban and Regional Planning in the amount of \$45,000 for the SB2 project to prepare Objective Design Standards for the City of Capitola zoning code.

- E. REAP Grant Resolution for Housing Element Update
RECOMMENDED ACTION: Approve the proposed resolution authorizing application for, and receipt of, \$65,000 in Regional Early Action Planning (REAP) grant funds to update the Housing Element of the City' s General Plan.
- F. Consider Request to Fill Account Clerk Position Upon Its Vacancy
RECOMMENDED ACTION: Authorize staff to recruit for and fill the three-quarter time Account Clerk position and utilize part-time temporary help during the recruitment process.
- G. Receive Update on the City's 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.

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. Consider a Partnership with Santa Cruz County Parks for Recreation's Out-of-School Time Program
RECOMMENDED ACTION: Authorize the City Manager to enter a Memorandum of Understanding (MOU) with Santa Cruz County Parks to collect revenue and reimburse Capitola for up to \$125,000 for Capitola Recreation' s Out-of-School Time (OST) program.
- B. Receive Update Regarding the City Website
RECOMMENDED ACTION: Receive update and provide comments.
- C. Capitola City Park Use Permits
RECOMMENDED ACTION: Approve a temporary City Park Use Permit program for fitness and exercise classes during the COVID-19 pandemic.
- D. Consider a Resolution Approving an Application for the State Parks Per Capita Grant Program
RECOMMENDED ACTION: Adopt resolution Authorizing Submission of an Application to California State Parks for Proposition 68 Per Capita Grant Funds

10. ADJOURNMENT

NOTICE OF REMOTE ACCESS

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

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA
September 24, 2020

attendance cannot be accommodated.

To watch:

1. Online <http://capitolaca.igam2.com/Citizens/Default.aspx>
2. Spectrum Cable Television channel 8
3. Join the Zoom Meeting (below)

To Join Zoom:

1. <https://us02web.zoom.us/j/84784308377?pwd=d056czdVV3cxRGRkb3VUYzE4YkxBdz09>
 - o If prompted for a password, enter **432002**
2. Call one of these phone numbers: **1 (669) 900 6833 ; 1 (408) 638 0968; 1 (346) 248 7799**
 - § Enter the meeting ID number: **847 8430 8377**
 - § 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.

1. Zoom Meeting (Via Computer or Phone) Link:
 - A. 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
 - A. 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
1. Send Email:
 - A. During the meeting, send comments via email to 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 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 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.

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA
September 24, 2020

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 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 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 SEPTEMBER 24, 2020

FROM: Capitola Police Department

SUBJECT: Introduction of New Capitola Police Officer Garcia

DISCUSSION: Rachel Garcia was sworn in as a Capitola Police Officer on March 26, 2020. Officer Garcia graduated class #154 from the South Bay Regional Police Academy. Officer Garcia is a military veteran and served seven years and three deployments for the United States Air Force. Before working for the City of Capitola, Officer Garcia was employed as a police officer for Presidio of Monterey. Officer Garcia resides in Seaside, California.

Report Prepared By: Andrew Dally
Police Captain

Reviewed and Forwarded by:

A handwritten signature in black ink, appearing to read "J. Goldstein".

Jamie Goldstein, City Manager 9/17/2020



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF SEPTEMBER 24, 2020

FROM: Capitola Police Department

SUBJECT: Dedicate Live-Saving Award to Capitola Police Officer Albert Gonzalez

BACKGROUND/DISCUSSION: The Capitola Police Department Life-Saving award is presented to individuals whose actions directly result in sustaining life. This award stands as an example of service to all citizens and to the law enforcement profession.

On October 21, 2019, Officer Albert Gonzalez responded to a female in distress due to a choking incident. Officer Gonzalez quickly located the woman inside of her residence unable to breathe due to food blocking her airway. Officer Gonzalez immediately performed life-saving measures to effectively dislodge the blockage. Without his training and emergency response, the woman may have lost her life. For his dedicated service to the citizens of Capitola and to the Capitola Police Department, Officer Albert Gonzalez is presented with the prestigious Life-Saving Award.

Report Prepared By: Andrew Dally
Police Captain

Reviewed and Forwarded by:

Jamie Goldstein, City Manager 9/17/2020



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF SEPTEMBER 24, 2020

FROM: City Manager Department

SUBJECT: Consider the September 10, 2020, City Council Regular Meeting Minutes

RECOMMENDED ACTION: Approve minutes.

DISCUSSION: Attached for City Council review and approval are the minutes of the regular meeting of September 10, 2020.

ATTACHMENTS:

1. 9-10 draft

Report Prepared By: Chloe Woodmansee
Interim City Clerk

Reviewed and Forwarded by:

A handwritten signature in black ink, appearing to be "J. Goldstein".

Jamie Goldstein, City Manager 9/17/2020

**DRAFT CAPITOLA CITY COUNCIL
REGULAR MEETING MINUTES
THURSDAY, SEPTEMBER 10, 2020 - 7 PM**

REGULAR MEETING OF THE CAPITOLA CITY COUNCIL - 7 PM

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

Council Member Ed Bottorff: Remote, Council Member Jacques Bertrand: Remote, Council Member Sam Storey: Remote, Mayor Kristen Petersen: Remote, Vice Mayor Yvette Brooks: Remote.

2. PRESENTATIONS

A. Children's Cancer Awareness Month Proclamation

Benito Salazar, Jacob's Heart, thanked Council for proclaiming September Childhood Cancer Awareness Month.

3. ADDITIONAL MATERIALS – NONE

4. ADDITIONS AND DELETIONS TO AGENDA – NONE

5. PUBLIC COMMENTS – NONE

6. CITY COUNCIL / STAFF COMMENTS

Recreation Division Head LeBlond announced that the Capitola Community Foundation is fundraising to provide scholarships to the Capitola Recreation Out of School Time program.

Vice-Mayor Brooks encouraged members of the public to determine if they are allies to the Black Lives Matter movement or part of the problem.

Mayor Petersen thanked the City Manager and Chief of Police for attending a recent racial injustice workshop.

7. CONSENT CALENDAR

MOTION:	APPROVE AND DETERMINE AS RECOMMENDED
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jacques Bertrand
SECONDER:	Sam Storey
AYES:	Bottorff, Bertrand, Storey, Petersen, Brooks

A. Consider the August 27, 2020, City Council Regular Meeting Minutes

RECOMMENDED ACTION: Approve minutes.

B. Receive Update on the City's Pandemic Response

RECOMMENDED ACTION: Make the determination that all hazards related to the

Attachment: 9-10 draft (Approval of City Council Minutes)

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
September 10, 2020

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.

- C. Grand Jury Response - Homelessness in our Community
RECOMMENDED ACTION: Approve the responses to the Grand Jury Report and direct the City Clerk to submit the completed response packet pursuant to California Penal Code Section 933.05.
- D. Grand Jury Response - Risk Preparedness
RECOMMENDED ACTION: Approve the responses to the Grand Jury Report and direct the City Clerk to submit the completed response packet pursuant to California Penal Code Section 933.05
- E. Accept the Park Avenue Storm Damage Repair Project as Complete and Approve a Notice of Completion
RECOMMENDED ACTION: Approve the Notice of Completion for the Park Avenue Storm Damage Repair Project constructed by Earthworks Paving Contractors with a final cost of \$273,168.36 and direct the Public Works Department to record the Notice of Completion.

8. GENERAL GOVERNMENT / PUBLIC HEARINGS

- A. FY 2019-20 Budget Update
RECOMMENDED ACTION: Receive Fiscal Year 2019-20 budget update and adopt proposed resolution amending the Fiscal Year 2020-21 Budget.

Finance Director Malberg presented the staff report and explained recommended budget amendments due to the changes in revenue received. He indicated that staff will return in December with more information and suggested any significant changes to the budget be considered at that later time.

Vice-Mayor Brooks asked about the money allocated for staff training.

Councilmember Bottorff asked the City Manager about parking revenue, and if the decrease is truly due to COVID impacts or is because spaces have been given up allowing for outdoor dining in the Village. City Manager Goldstein answered that the more recent 48% reduction is driven by the loss in spaces, however the greater revenue reduction suffered earlier in the year was due to COVID closures and Shelter in Place orders. Director Jesberg agreed and said that 50 spaces are out of use for outdoor dining, and that the City generally receives \$2,400 in annual revenue for each Village parking space.

Councilmember Bertrand asked if any normal trends are starting to reappear since COVID effects began in mid-March. Director Malberg said that TOT revenue is beginning to normalize, and that sales tax is looking stable though lower than average. Councilmember Bertrand asked about expected cannabis tax income and was told that sales tax from the open cannabis retailer is slowly growing and is near projections, whereas the second cannabis retailer expects to open before the end of the year. Councilmember Bertrand's final question was if CARES Act could to pay for work done in response to the CZU Lightning Complex Fire; staff clarified that this mutual aid work was tracked and will be reimbursed by the County.

There was no public comment.

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
September 10, 2020

MOTION:	RECEIVE UPDATE AND ADOPT PROPOSED RESOLUTION AMENDING THE FY 2020-21 BUDGET
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sam Storey
SECONDER:	Ed Bottorff
AYES:	Bottorff, Bertrand, Storey, Petersen, Brooks

B. Code of Conduct for Council Members

RECOMMENDED ACTION: Consider City Council and Commission Code of Conduct Policy recommended by the City Council ad hoc subcommittee.

Vice-Mayor Brooks introduced the Code of Conduct, and City Manager Goldstein presented a staff report highlighting the code's key points.

Councilmember Storey clarified that the City Attorney can dismiss complaints, not individuals who make complaints.

Councilmember Bertrand asked about Council members accepting gifts in the case of free or complimentary tickets for educational opportunities. City Attorney Zutler emphasized that the Code of Conduct is a document that must be interpreted by Council and not necessarily by City staff. She encouraged Council to keep in mind other members' reactions to specific behaviors and to stay considerate when acting. Councilmember Bertrand asked about closed and open session and Attorney Zutler said this is a distinction made by the Brown Act and that violations are a misdemeanor.

Mayor Petersen asked who would undertake an investigation if one was deemed necessary; Attorney Zutler replied that an investigator would be chosen by the full Council and hired to do so.

There was no public comment.

Councilmember Bertrand announced support for the Code and emphasized the importance of keeping closed session confidential.

MOTION:	APPROVE THE CODE OF CONDUCT
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ed Bottorff
SECONDER:	Jacques Bertrand
AYES:	Bottorff, Bertrand, Storey, Petersen, Brooks

C. Onboarding Process Update

RECOMMENDED ACTION: Receive update and provide feedback.

Interim City Clerk Woodmansee presented the staff report.

There was no public comment.

Councilmember Bottorff said that he supported the process.

Mayor Petersen agreed and mentioned that City specific training is important for those new to Council.

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
September 10, 2020

Councilmember Bertrand said he felt positively about the process.

9. ADJOURNMENT

The meeting was closed at 8:15 PM.

ATTEST:

Kristen Petersen, Mayor

Chloé Woodmansee, Interim City Clerk

DRAFT

Attachment: 9-10 draft (Approval of City Council Minutes)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF SEPTEMBER 24, 2020

FROM: City Manager Department

SUBJECT: August 20 and September 3, 2020, Planning Commission Action Minutes

RECOMMENDED ACTION: Receive minutes.

DISCUSSION: Attached for Council review are the action minutes of the August 20 and September 3, 2020, Planning Commission regular meetings.

ATTACHMENTS:

1. Minutes 8-20-20 Planning Commission
2. Minutes 9-3-20 Planning Commission

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

Reviewed and Forwarded by:

A handwritten signature in black ink, appearing to read "Jamie Goldstein".

Jamie Goldstein, City Manager 9/17/2020



**ACTION MINUTES
CAPITOLA PLANNING COMMISSION MEETING
THURSDAY, AUGUST 20, 2020
7 P.M. – CAPITOLA CITY COUNCIL CHAMBERS**

1. ROLL CALL AND PLEDGE OF ALLEGIANCE
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 - Jul 16, 2020 7:00 PM

MOTION: Approve the minutes.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mick Routh
SECONDER:	Peter Wilk
AYES:	Newman, Wilk, Routh
ABSENT:	Welch, Christiansen

4. CONSENT CALENDAR

- A. 514 Escalona Drive #20-0212 APN: 036-121-20**
 Design Permit for first- and second-story additions to an existing nonconforming single-family residence located within the R-1 (Single-Family Residential) zoning district.
 This project is in the Coastal Zone but does not require a Coastal Development Permit.
 Environmental Determination: Categorical Exemption
 Property Owner: Phil Collyer & Susan Marfise
 Representative: John Craycroft, Filed: 06.10.2020

MOTION: Approve the Design Permit.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mick Routh
SECONDER:	Peter Wilk
AYES:	Newman, Wilk, Routh
ABSENT:	Welch, Christiansen

5. PUBLIC HEARINGS

A. 212 Cherry Avenue #19-0737 APN: 035-161-09

Design Permit for a remodel and third-story addition with a variance for the maximum height limit and to relocate nonconforming areas of the structure for a single-family residence located within the RM-LM (Multi-Family Residential Low-Medium Density) zoning district.

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

Environmental Determination: Categorical Exemption

Owner: Marti Formico

Representative: Dennis Norton, Filed: 12.16.2019

MOTION: Continue to the next meeting of the Planning Commission on September 3, 2020.

RESULT:	CONTINUED TO SEPTEMBER 3, 2020 [UNANIMOUS]
MOVER:	Peter Wilk
SECONDER:	Mick Routh
AYES:	Newman, Wilk, Routh
ABSENT:	Welch, Christiansen

6. DIRECTOR'S REPORT

7. COMMISSION COMMUNICATIONS

8. ADJOURNMENT

The meeting was adjourned at 7:43 p.m. to the next regular meeting of the Planning Commission on September 3, 2020.

Liz Nichols, Clerk to the Commission

Attachment: Minutes 8-20-20 Planning Commission (PC Action Minutes)



**ACTION MINUTES
CAPITOLA PLANNING COMMISSION MEETING
THURSDAY, SEPTEMBER 3, 2020
7 P.M. – CAPITOLA CITY COUNCIL CHAMBERS**

1. ROLL CALL AND PLEDGE OF ALLEGIANCE
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 2, 2020 7:00 PM

MOTION: Approve the minutes.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mick Routh
SECONDER:	TJ Welch
AYES:	Newman, Welch, Wilk, Routh, Christiansen

4. PUBLIC HEARINGS

A. 212 Cherry Avenue #19-0737 APN: 035-161-09

Design Permit for a remodel and third-story addition with a variance for the maximum height limit and to relocate nonconforming areas of the structure for a single-family residence located within the RM-LM (Multi-Family Residential Low-Medium Density) zoning district.

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

Environmental Determination: Categorical Exemption

Owner: Marti Formico

Representative: Dennis Norton, Filed: 12.16.2019

MOTION: Approve the Design Permit.

RESULT:	APPROVED [4 TO 0]
MOVER:	TJ Welch
SECONDER:	Mick Routh
AYES:	Welch, Routh, Christiansen
RECUSED:	Newman, Wilk

B. Color Board Discussion

Discussion of color board requirement on Master Application for Planning Department.

MOTION: Remove the word 'color' under section E of the Plan Specifications on page 6 of the Planning Department Master Application, which reads "Color and Materials Board".

RESULT:	DENIED [2 TO 3]
MOVER:	Peter Wilk
SECONDER:	Edward Newman
AYES:	Newman, Wilk
NAYS:	Welch, Routh, Christiansen

5. DIRECTOR'S REPORT

6. COMMISSION COMMUNICATIONS

7. ADJOURNMENT

The meeting adjourned at 7:43 p.m. to the next regular meeting of the Planning Commission on October 1, 2020.

Liz Nichols, Clerk to the Commission



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF SEPTEMBER 24, 2020

FROM: Finance Department

SUBJECT: Approval of City Check Registers Dated August 7, August 14, August 21, August 28 and September 4.

RECOMMENDED ACTION: Approve check registers.

Account: City Main				
Date	Starting Check #	Ending Check #	Payment Count	Amount
8/7/2020	96193	96244	59	\$ 279,779.15
8/14/2020	96245	96303	62	\$ 238,372.40
8/21/2020	96304	96342	44	\$ 182,883.95
8/28/2020	96343	96382	41	\$ 259,127.34
9/4/2020	96383	96438	63	\$ 373,486.64

The main account check register dated July 31, 2020, ended with check #96192.

Account: Library				
Date	Starting Check/EFT #	Ending Check/EFT #	Payment Count	Amount
8/7/2020	215	215	1	\$ 7,110.00
8/14/2020	216	216	1	\$ 3,240.00
8/21/2020	217	218	2	\$ 540,935.02
8/28/2020	219	219	1	\$ 7,541.55

The library account check register dated July 24, 2020, ended with check #214.

Account: Payroll				
Date	Starting Check/EFT #	Ending Check/EFT #	Payment Count	Amount
8/7/2020	5678	5678	1	\$ 3,940.08
8/14/2020	15138	15241	104	\$ 159,859.91
8/28/2020	15242	15326	85	\$ 150,441.51

The payroll account check register dated July 31, 2020, ended with EFT #15137.

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

Check/	Issued to	Dept	Description	Amount
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Approval of City Check Registers
September 24, 2020

EFT				
96205	Burke Williams & Sorensen LLP	CM	June legal services	\$ 16,566.71
96223	McKim Corporation	PW	Brommer St. improvement project	\$ 40,743.19
96233	Santa Cruz County Animal Shelter	PD	Quarterly animal services contribution	\$ 31,627.20
EFT 982	CalPERS Health	CM	August health insurance	\$ 52,876.17
EFT 983	CalPERS Member Services	FN	PERS contributions PPE 7/25/20	\$ 51,019.17
EFT 985	Internal Revenue Service	FN	Federal taxes & Medicare PPE 7/25/20	\$ 25,105.90
96248	American Traffic Solutions	PD	Red light revenue 2 nd half FY19-20	\$ 16,231.31
96287	Santa Cruz Regional 911	PD	Regional 911 contribution	\$175,227.85
96289	Soquel Creek Water District	PW	Water service	\$ 13,347.69
Check/ EFT	Issued to	Dept	Description	Amount
96310	Employment Development Dept.	CM	Quarterly unemployment insurance claims	\$ 12,868.00
96328	Santa Cruz County Auditor-Controller	PD	July citation processing	\$ 13,136.00
96334	Tyler Technologies	FN	Annual ERP software renewal	\$ 29,960.00
EFT 992	CalPERS Member Services	FN	PERS contributions PPE 8/8/20	\$ 50,548.65
EFT 994	Internal Revenue Service	FN	Federal taxes & Medicare PPE 8/8/20	\$ 24,040.09
217	John F. Otto Escrow	PW	July library construction retainer	\$ 27,046.75
218	Otto Construction Inc.	PW	July library construction	\$513,888.27
96353	Earthworks Paving Contractors	PW	Park Ave. bike path reconstruction	\$131,760.50
96369	Pacific Gas & Electric	PW	July – August gas & electricity	\$ 13,568.22
96373	Santa Cruz County Bank	FN	Pacific Cove financing lease debt payment	\$ 82,532.87
96394	Earthworks Paving Contractors	PW	Park Ave. bike path reconstruction	\$106,891.50
96424	Santa Cruz County Dept. of Public Works	PW	Jewel box sewer replacement and slurry sealing	\$ 78,746.42
EFT 998	CalPERS Health	CM	September health insurance	\$ 54,839.37
EFT 999	CalPERS Member Services	FN	PERS contributions PPE 8/22/20	\$ 49,488.11
EFT 1001	Internal Revenue Service	FN	Federal taxes & Medicare PPE 8/22/20	\$ 24,653.48

Approval of City Check Registers
September 24, 2020

ATTACHMENTS:

1. 8-7-20 Check Register
2. 8-14-20 Check Register
3. 8-21-20 Check Register
4. 8-28-20 Check Register
5. 9-4-20 Check Register

Report Prepared By: Mark Sullivan
Senior Accountant

Reviewed and Forwarded by:



Jamie Goldstein, City Manager 9/17/2020


City main account checks dated August 7, 2020, numbered 96193 to 96244 totaling \$134,458.29, plus 7 EFTs totaling \$145,320.86, plus 1 payroll check totaling \$3,940.08, and 1 library check totaling \$7,110, for a grand total of \$290,829.23, have been reviewed and authorized for distribution by the City Manager.

As of August 7, 2020, the unaudited cash balance is \$2,634,814.19.

CASH POSITION - CITY OF CAPITOLA
August 7, 2020

	8/7/2020
General Fund	\$ (2,869,034.03)
Payroll Payables	\$ 7,190.97
Contingency Reserve Fund	\$ 2,061,345.66
Facilities Reserve Fund	\$ 522,829.72
Capital Improvement Fund	\$ 1,871,407.79
Stores Fund	\$ 58,080.35
Information Technology Fund	\$ 277,038.81
Equipment Replacement	\$ 478,832.92
Self-Insurance Liability Fund	\$ (135,974.98)
Workers' Comp. Ins. Fund	\$ 218,797.79
Compensated Absences Fund	\$ 144,299.19
TOTAL UNASSIGNED GENERAL FUNDS	\$ 2,634,814.19


The Emergency Reserve Fund balance is \$1,374,205.54 (not included above).
The PERS Contingency Fund balance is \$916,860.69 (not included above).
The Library Fund balance is \$4,936,119.22 (not included above).



 Jamie Goldstein, City Manager

8/11/20

 Date



 Jim Malberg, City Treasurer

8/7/20

 Date

Attachment: 8-7-20 Check Register (Approval of City Check Registers)

City Checks Issued August 7, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
96193	08/07/2020			AFLAC	\$2,166.27
	Invoice	Date	Description		Amount
	705039	07/21/2020	July employee supplemental insurance 1001 - Payroll		\$2,166.27
96194	08/07/2020			ALEX P HOEGN LUCERO	\$1,000.00
	Invoice	Date	Description		Amount
	AL080620	08/06/2020	Twilight concert audio & video production		\$1,000.00
96195	08/07/2020			ALLIANT INSURANCE SERVICES INC NPB MAIN	\$5,033.00
	Invoice	Date	Description		Amount
	1388432	06/26/2020	Mobile vehicle program premium 2213 - Self Insurance		\$5,033.00
96196	08/07/2020			ALLIED UNIVERSAL	\$738.92
	Invoice	Date	Description		Amount
	10267982	08/06/2020	August McGregor skate park foot patrol		\$356.42
	10267983	08/06/2020	August Esplanade park foot patrol		\$382.50
96197	08/07/2020			ALLSAFE LOCK COMPANY	\$153.69
	Invoice	Date	Description		Amount
	52603	07/02/2020	Padlocks (12)		\$153.69
96198	08/07/2020			ALVAREZ TECHNOLOGY GROUP INC	\$217.50
	Invoice	Date	Description		Amount
	56211	07/29/2020	August antivirus software 2211 - InformationTechnology		\$217.50
96199	08/07/2020			AMAZON CAPITAL SERVICES	\$67.58
	Invoice	Date	Description		Amount
	1TMC-3DGH-QG9Y	07/26/2020	Thermometer 2210 - Stores		\$67.58
96200	08/07/2020			AMSOIL INC.	\$158.72
	Invoice	Date	Description		Amount
	19218895 RI	07/22/2020	Truck grease, freight & handling		\$158.72
96201	08/07/2020			ASSOC. FOR ENVIRONMENTAL AND OUTDOOR EDUCATION	\$105.00
	Invoice	Date	Description		Amount
	AEOE080520	08/05/2020	AEOE institutional membership		\$105.00
96202	08/07/2020			AXCIENT	\$125.00
	Invoice	Date	Description		Amount
	FY20INEFI052659	07/31/2020	July AppAssure storage 2211 - InformationTechnology		\$125.00
96203	08/07/2020			B & B SMALL ENGINE REPAIR	\$89.45
	Invoice	Date	Description		Amount
	450945	07/24/2020	Sharpen mower blades		\$27.16
	451477	07/31/2020	Rotary blades		\$62.29
96204	08/07/2020			BIOBAG AMERICAS INC.	\$2,740.00
	Invoice	Date	Description		Amount
	474084	07/30/2020	Dog waste bags		\$2,740.00

Attachment: 8-7-20 Check Register (Approval of City Check Registers)

City Checks Issued August 7, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
96205	08/07/2020			BURKE WILLIAMS AND SORENSEN LLP	\$16,566.71
	Invoice	Date	Description		Amount
	257089	07/27/2020	June city attorney services		\$8,346.00
	257088	07/27/2020	June labor and employment legal services		\$1,933.21
	257090	07/27/2020	June litigation services		\$741.00
	257091	07/27/2020	June planning legal services		\$1,144.00
	257092	07/27/2020	June recreation legal services		\$312.00
	257093	07/27/2020	June police legal services		\$572.00
	257094	07/27/2020	June public works legal services		\$182.00
	257095	07/27/2020	June labor negotiations		\$1,802.50
	257096	07/27/2020	June COVID-19 legal services		\$1,352.00
	257097	07/27/2020	June legal services		\$182.00
96206	08/07/2020			CA DEPARTMENT OF CONSERVATION	\$994.78
	Invoice	Date	Description		Amount
	CDC063020	06/30/2020	April - June strong motion instrumentation & seismic hazard fee		\$994.78
96207	08/07/2020			CHARTER COMMUNICATIONS	\$3,488.75
	Invoice	Date	Description		Amount
	0000178080120	08/01/2020	August internet service		\$3,488.75
			1000 - General Fund \$1,323.61		
			2211 - IT \$2,165.14		
96208	08/07/2020			CLEAN BUILDING MAINTENANCE CO.	\$2,371.92
	Invoice	Date	Description		Amount
	25522	07/31/2020	July janitorial services		\$2,371.92
			1000 - General Fund \$2,191.48		
			1311 - Wharf \$180.44		
96209	08/07/2020			COMMUNITY ACTION BOARD	\$5,041.87
	Invoice	Date	Description		Amount
	CAB71720	07/17/2020	June emergency housing assistance reimbursement claim		\$5,041.87
			5552 - Housing Successor		
96210	08/07/2020			COMMUNITY TELEVISION OF SANTA CRUZ COUNTY	\$1,118.00
	Invoice	Date	Description		Amount
	2831	07/30/2020	June televised meetings		\$1,118.00
96211	08/07/2020			CSG Consultants Inc.	\$420.00
	Invoice	Date	Description		Amount
	30205	04/10/2020	Building inspector services		\$420.00
96212	08/07/2020			D & G SANITATION	\$1,946.74
	Invoice	Date	Description		Amount
	680	07/20/2020	Skate park portable toilet destroyed		\$822.76
	273379	07/31/2020	Esplanade park hand wash station		\$119.90
	273380	07/31/2020	Skate park hand wash station rental		\$119.90
	273381	07/31/2020	Wharf portable toilet & hand wash station		\$628.55
	273382	07/31/2020	Lower parking lot portable toilet rental		\$255.63
			1000 - Genral Fund \$1,318.19		
			1311 - Wharf \$628.55		

Attachment: 8-7-20 Check Register (Approval of City Check Registers)

City Checks Issued August 7, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
96213	08/07/2020			EDWARD R. BACON COMPANY INC.	\$43.49
	Invoice	Date	Description		Amount
	31019	08/03/2020	Sleeve coupling, freight		\$43.49
96214	08/07/2020			EWING IRRIGATION	\$108.42
	Invoice	Date	Description		Amount
	12257864	07/30/2020	Shovel, bow rake, pump w/ hose		\$108.42
96215	08/07/2020			FLYERS ENERGY LLC	\$1,111.72
	Invoice	Date	Description		Amount
	20-153933	07/23/2020	80 gallons diesel		\$238.23
	20-153931	07/23/2020	270 gallons gasoline		\$873.49
96216	08/07/2020			GRANICUS LLC	\$1,190.70
	Invoice	Date	Description		Amount
	129790	08/01/2020	August legislative management software 1320 - PEG		\$1,190.70
96217	08/07/2020			GRANITE ROCK COMPANY	\$80.79
	Invoice	Date	Description		Amount
	1251404	07/25/2020	5 gallon pail, mud mixer, shovel		\$80.79
96218	08/07/2020			HOME DEPOT CREDIT SERVICES	\$81.80
	Invoice	Date	Description		Amount
	5630223	07/31/2020	Cable ring, key ring		\$6.66
	7640935	07/29/2020	Push brooms		\$75.14
96219	08/07/2020			INTERNATIONAL BRONZE PLAQUE COMPANY	\$378.00
	Invoice	Date	Description		Amount
	20-55642	07/23/2020	Memorial bench plaque		\$239.00
	20-55699	07/27/2020	Memorial plaque		\$139.00
96220	08/07/2020			KING'S PAINT AND PAPER INC.	\$34.10
	Invoice	Date	Description		Amount
	A0299720	07/17/2020	Mightypro cover, plastic tray liner, 1 gallon metal can		\$34.10
96221	08/07/2020			LIUNA PENSION FUND	\$1,478.40
	Invoice	Date	Description		Amount
	DR0556	07/31/2020	July LIUNA pension dues 1001 - Payroll		\$1,478.40
96222	08/07/2020			MADLINE C HORN	\$660.00
	Invoice	Date	Description		Amount
	49	07/27/2020	Begonia festival manuscript transcribing		\$225.00
	50	07/27/2020	Museum artifact cataloging and organizing		\$135.00
	51	07/30/2020	Museum artifact cataloging and organizing		\$60.00
	52	07/30/2020	Begonia festival artifacts cataloging and organizing		\$240.00
96223	08/07/2020			McKim Corporation	\$40,743.19
	Invoice	Date	Description		Amount
	20736	07/27/2020	Brommer St. complete street improvement project 1309 - RTC		\$40,743.19

Attachment: 8-7-20 Check Register (Approval of City Check Registers)

City Checks Issued August 7, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
96224	08/07/2020			MISSION LINEN SUPPLY	\$137.65
	Invoice	Date	Description		Amount
	512933825	07/29/2020	Corp. yard linen service, mats, towels		\$96.40
	512933824	07/29/2020	Fleet uniform cleaning, towels		\$41.25
96225	08/07/2020			NORTH BAY FORD	\$103.90
	Invoice	Date	Description		Amount
	277506	07/30/2020	Motor and pump assembly		\$24.37
	277482	07/29/2020	Truck key blank		\$79.53
96226	08/07/2020			O'REILLY AUTO PARTS	\$130.87
	Invoice	Date	Description		Amount
	2763-148129	07/27/2020	Wiper fluid, dirt buster, trim		\$85.12
	2763-136025	06/05/2020	BlueDEF diesel exhaust fluid		\$45.75
96227	08/07/2020			OUTDOOR SUPPLY HARDWARE	\$241.56
	Invoice	Date	Description		Amount
	B33178	07/30/2020	Skate park push broom, shovel, hose, bucket		\$116.59
	B33088	07/30/2020	Gloves, leaf rake, shovel		\$92.28
	B31789	07/28/2020	Skate park supplies		\$32.69
96228	08/07/2020			PALACE BUSINESS SOLUTIONS	\$13.11
	Invoice	Date	Description		Amount
	C1169903-0	06/22/2020	Returned binders		(\$15.34)
	1178208-0	07/29/2020	Markers, masking tape		\$28.45
96229	08/07/2020			PRIME TREE CARE INC.	\$2,000.00
	Invoice	Date	Description		Amount
	1667	07/03/2020	Peery park invasive plant clearing		\$2,000.00
96230	08/07/2020			ROYAL WHOLESALE ELECTRIC	\$52.32
	Invoice	Date	Description		Amount
	7719-660253	06/23/2020	Gloves (10 pairs)		\$52.32
96231	08/07/2020			SAN LORENZO LUMBER	\$285.30
	Invoice	Date	Description		Amount
	55-0564154	07/28/2020	Auto lock tape, router bit		\$38.51
	55-0564242	07/28/2020	Assorted bearing set, router sub-base		\$54.48
	55-0563924	07/27/2020	Flip-knife combo pack, sockets, wrench, nail puller, lumber		\$180.06
	55-0564678	07/29/2020	Drive screw		\$12.25
96232	08/07/2020			SANTA CRUZ APTOS AUTO TOWING	\$125.00
	Invoice	Date	Description		Amount
	12195	06/17/2020	Lower wharf dock ramp 1311 - Wharf		\$125.00
96233	08/07/2020			SANTA CRUZ COUNTY ANIMAL SHELTER	\$31,627.20
	Invoice	Date	Description		Amount
	20/21-1CA	07/20/2020	Quarterly animal services contribution		\$31,627.20
96234	08/07/2020			SANTA CRUZ COUNTY INFORMATION SERVICES	\$1,652.99
	Invoice	Date	Description		Amount
	RadioShop6/20	06/30/2020	April - June fleet contract charges, time & materials		\$1,652.99

Attachment: 8-7-20 Check Register (Approval of City Check Registers)

City Checks Issued August 7, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
96235	08/07/2020			SOQUEL CREEK WATER DISTRICT	\$2,688.29
	Invoice	Date	Description		Amount
	13-10919-0072220	07/22/2020	2000 Wharf Road water service		\$40.40
	09-15964-0072020	07/20/2020	Monterey Ave. Esplanade water		\$2,305.18
	10-16315-0072020	07/20/2020	504 Beulah irrigation		\$60.29
	10-16316-0072020	07/20/2020	426 Capitola Avenue water service		\$91.13
	10-16317-0072020	07/20/2020	420 Capitola Ave water service		\$191.29
96236	08/07/2020			SPRINT	\$646.83
	Invoice	Date	Description		Amount
	788070596-035	07/03/2020	June cell phone charges		\$377.28
	788070596-036	08/02/2020	July cell phone charges		\$269.55
96237	08/07/2020			T MOBILE	\$387.32
	Invoice	Date	Description		Amount
	TM062120	06/21/2020	June cell phone usage		\$193.65
	TM072120	07/21/2020	July cell phone usage		\$193.67
96238	08/07/2020			TPX COMMUNICATIONS	\$1,530.24
	Invoice	Date	Description		Amount
	132430059-0	07/23/2020	July phone service		\$1,530.24
			1000 - Genral Fund \$833.15		
			2211 - IT \$697.09		
96239	08/07/2020			UNITED WAY OF SANTA CRUZ COUNTY	\$10.00
	Invoice	Date	Description		Amount
	UW73120	07/31/2020	United Way contributions PPE 7/25/20		\$10.00
			1001 - Payroll		
96240	08/07/2020			US BANK EQUIPMENT FINANCE	\$372.78
	Invoice	Date	Description		Amount
	420279358	07/28/2020	City Hall copier lease		\$372.78
			2210 - Stores		
96241	08/07/2020			US BANK PARS Acct 6746022400	\$1,495.04
	Invoice	Date	Description		Amount
	PARS073120	07/31/2020	PARS contributions PPE 7/25/20		\$1,495.04
			1001 - Payroll		
96242	08/07/2020			ZEP SALES & SERVICE	\$221.63
	Invoice	Date	Description		Amount
	9005377554	07/22/2020	Graffiti removal supplies		\$221.63
96243	08/07/2020			Cat Thrasher	\$212.00
	Invoice	Date	Description		Amount
	2021-0000088	07/31/2020	Education reimbursement		\$212.00
96244	08/07/2020			Deborah Pedersen	\$69.75
	Invoice	Date	Description		Amount
	2005015.002	07/29/2020	Class refund		\$69.75
Main Check Totals:					\$134,458.29

Attachment: 8-7-20 Check Register (Approval of City Check Registers)

City Checks Issued August 7, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
EFT					
982	08/04/2020			CalPERS Health Insurance	\$52,876.17
	Invoice	Date	Description		Amount
	1001622929	08/04/2020	August health insurance		\$52,876.17
			1000 - General Fund	\$2,939.89	
			1001 - Payroll	\$49,936.28	
983	08/04/2020			CalPERS Member Services Division	\$51,019.17
	Invoice	Date	Description		Amount
	1001622943-46	08/04/2020	PERS contributions PPE 7/25/20		\$51,019.17
			1001 - Payroll		
984	08/03/2020			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$6,957.84
	Invoice	Date	Description		Amount
	0-789-457-184	08/03/2020	State taxes PPE 7/25/20		\$6,957.84
			1001 - Payroll		
985	08/03/2020			INTERNAL REVENUE SERVICE	\$25,105.90
	Invoice	Date	Description		Amount
	35854448	08/03/2020	Federal tax & Medicare PPE 7/25/20		\$25,105.90
			1001 - Payroll		
986	08/03/2020			STATE DISBURSEMENT UNIT	\$1,232.76
	Invoice	Date	Description		Amount
	32939396	08/03/2020	Employee garnishments PPE 7/25/20		\$1,232.76
			1001 - Payroll		
987	08/04/2020			VOYA FINANCIAL	\$6,180.02
	Invoice	Date	Description		Amount
	VOYA73120	08/04/2020	Employee 457 contributions PPE 7/25/20		\$6,180.02
			1001 - Payroll		
988	08/07/2020			CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD	\$1,949.00
	Invoice	Date	Description		Amount
	4837685	08/07/2020	Wharf 401 permit application fee		\$1,949.00
			1200 - CIP		
EFT Totals:					\$145,320.86
Library					
215	08/07/2020			JAMES P ALLEN	\$7,110.00
	Invoice	Date	Description		Amount
	080120	08/01/2020	Library site inspections, contractor correspondence		\$7,110.00
			1360 - Library		
Library Totals:					\$7,110.00

Attachment: 8-7-20 Check Register (Approval of City Check Registers)

City Checks Issued August 7, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
CITY - Main City Totals				Count	Total
Checks				52	\$134,458.29
EFTs				7	\$145,320.86
All				59	\$279,779.15
Library - Library Totals					
Checks				1	\$7,110.00
EFTs				0	\$0.00
All				1	\$7,110.00
WELLS - Payroll Totals					
Checks				1	\$3,940.08
EFTs				0	\$0.00
All				1	\$3,940.08
Grand Totals:					
Checks				54	\$145,508.37
EFTs				7	\$145,320.86
All				61	\$290,829.23

Attachment: 8-7-20 Check Register (Approval of City Check Registers)

City main account checks dated August 14, 2020, numbered 96245 to 96303 totaling \$235,944.34, plus 3 EFTs totaling \$2,428.06, plus 104 payroll EFTs totaling \$159,859.91, and 1 library check totaling \$3,240, for a grand total of \$401,472.31, have been reviewed and authorized for distribution by the City Manager.

As of August 14, 2020, the unaudited cash balance is \$2,451,445.29.

CASH POSITION - CITY OF CAPITOLA

August 14, 2020

	8/14/2020
General Fund	\$ (3,174,776.53)
Payroll Payables	\$ 130,414.92
Contingency Reserve Fund	\$ 2,061,345.66
Facilities Reserve Fund	\$ 522,829.72
Capital Improvement Fund	\$ 1,870,994.99
Stores Fund	\$ 57,900.67
Information Technology Fund	\$ 276,780.94
Equipment Replacement	\$ 478,832.92
Self-Insurance Liability Fund	\$ (135,974.98)
Workers' Comp. Ins. Fund	\$ 218,797.79
Compensated Absences Fund	\$ 144,299.19
TOTAL UNASSIGNED GENERAL FUNDS	\$ 2,451,445.29

The Emergency Reserve Fund balance is \$1,374,205.54 (not included above).
The PERS Contingency Fund balance is \$916,860.69 (not included above).
The Library Fund balance is \$4,932,848.24 (not included above).



 Jamie Goldstein, City Manager

8/20/20

 Date



 Jim Malberg, City Treasurer

8/18/20

 Date

Attachment: 8-14-20 Check Register (Approval of City Check Registers)

City Checks Issued August 14, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
96245	08/10/2020			UNITED RENTALS (NORTH AMERICA) INC.	\$328.55
	Invoice	Date	Description		Amount
	182548717-003	06/10/2020	Trash pump, hose camlocks - flume		\$328.55
96246	08/14/2020			ADT SECURITY SERVICES INC.	\$213.46
	Invoice	Date	Description		Amount
	ADT072620	07/29/2020	Corp. yard & museum ADT monitoring		\$213.46
96247	08/14/2020			ALLIED UNIVERSAL	\$344.93
	Invoice	Date	Description		Amount
	10267958	08/06/2020	Jade St. park foot patrol		\$344.93
96248	08/14/2020			AMERICAN TRAFFIC SOLUTIONS INC.	\$16,231.31
	Invoice	Date	Description		Amount
	INV00031529	07/20/2020	Red light revenue 2nd half FY 19-20		\$16,231.31
96249	08/14/2020			AT&T	\$9.09
	Invoice	Date	Description		Amount
	ATT080120	08/01/2020	August long distance charges		\$9.09
			1000 - General Fund \$4.48		
			2211 - IT Fund \$4.61		
96250	08/14/2020			B & B SMALL ENGINE REPAIR	\$19.56
	Invoice	Date	Description		Amount
	451829	08/05/2020	Leaf rake		\$19.56
96251	08/14/2020			BIG CREEK LUMBER	\$26.10
	Invoice	Date	Description		Amount
	1385749	08/04/2020	Skate park lumber		\$26.10
96252	08/14/2020			CA DEPARTMENT OF CONSERVATION	\$674.85
	Invoice	Date	Description		Amount
	CDC033120	03/31/2020	Jan - Mar. strong motion instrumentation & seismic hazard fee		\$674.85
96253	08/14/2020			CALIFORNIA COAST UNIFORM COMPANY	\$418.80
	Invoice	Date	Description		Amount
	8142	07/29/2020	Sgt. tailoring changes		\$31.00
	8141	07/29/2020	Leather belt		\$42.46
	8147	07/29/2020	Shirt, tailoring add cloth badge		\$89.52
	8146	07/29/2020	Polo shirt, tailoring charges, embroidery		\$97.35
	8145	07/29/2020	Chief tailoring charge		\$28.00
	18577	06/30/2020	Baton holders (2)		\$130.47
96254	08/14/2020			CODE PUBLISHING COMPANY INC	\$1,420.00
	Invoice	Date	Description		Amount
	67406	08/06/2020	Municipal code web update		\$1,420.00
96255	08/14/2020			COMMUNITY PRINTERS	\$535.85
	Invoice	Date	Description		Amount
	27642011	07/24/2020	Parking warning pads		\$535.85
96256	08/14/2020			COMMUNITY TELEVISION OF SANTA CRUZ COUNTY	\$709.50
	Invoice	Date	Description		Amount
	2839	08/13/2020	July televised meetings		\$709.50

Attachment: 8-14-20 Check Register (Approval of City Check Registers)

City Checks Issued August 14, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
96257	08/14/2020			CRIME SCENE CLEANERS INC.	\$200.00
	Invoice	Date	Description		Amount
	78360	08/09/2020	Clean & disinfect car #161, deodorize		\$100.00
	78045	08/06/2020	Clean & disinfect car #161, deodorize		\$100.00
96258	08/14/2020			CRYSTAL SPRINGS WATER CO.	\$256.00
	Invoice	Date	Description		Amount
	CSW073120	07/31/2020	July drinking water		\$256.00
96259	08/14/2020			CSG Consultants Inc.	\$843.75
	Invoice	Date	Description		Amount
	B200935	08/03/2020	July plan review services		\$843.75
96260	08/14/2020			EMERGENCY VEHICLE SPECIALISTS INC.	\$157.98
	Invoice	Date	Description		Amount
	11500	07/20/2020	Mounting brackets		\$157.98
96261	08/14/2020			EWING IRRIGATION	\$63.98
	Invoice	Date	Description		Amount
	12291152	08/04/2020	Monterey park irrigation supplies		\$63.98
96262	08/14/2020			FARWEST NURSERY	\$49.83
	Invoice	Date	Description		Amount
	915272	08/06/2020	Esplanade plants		\$49.83
96263	08/14/2020			FASTENAL COMPANY	\$8.90
	Invoice	Date	Description		Amount
	CASAT57364	07/27/2020	Fasteners		\$8.90
96264	08/14/2020			FLYERS ENERGY LLC	\$1,682.10
	Invoice	Date	Description		Amount
	20-158119	07/30/2020	100 gallons diesel		\$303.93
	20-158118	07/30/2020	426 gallons gasoline		\$1,378.17
96265	08/14/2020			FRANK PERRY	\$286.66
	Invoice	Date	Description		Amount
	FP081220	08/10/2020	Museum supplies reimbursement		\$286.66
96266	08/14/2020			GALLS LLC	\$337.88
	Invoice	Date	Description		Amount
	016046276	07/13/2020	Motorcycle uniform, gloves		\$337.88
96267	08/14/2020			GRANITE ROCK COMPANY	\$54.49
	Invoice	Date	Description		Amount
	1252767	07/31/2020	5 gallon pail		\$54.49

Attachment: 8-14-20 Check Register (Approval of City Check Registers)

City Checks Issued August 14, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
96268	08/14/2020			HOME DEPOT CREDIT SERVICES	\$1,762.52
	Invoice	Date	Description		Amount
	0631249	07/06/2020	Paint, sandpaper		\$14.09
	6013455	07/10/2020	Rispin power inverter, sandpaper, paint, bucket, loctite		\$107.50
	6294823	07/10/2020	Surveyor vests (11)		\$150.51
	6631915	07/10/2020	Pruning snips		\$14.15
	2632565	07/14/2020	Gloves, bit holder, USB cable, tools		\$59.54
	1632732	07/15/2020	Clip case, torch		\$47.35
	1867090	07/15/2020	Safety supplies		\$86.68
	0621499	07/16/2020	City Hall reducers		\$18.43
	0621470	07/16/2020	City Hall bath fan, nite light, folding saw		\$231.31
	4633922	07/22/2020	Lightning cable, sock adapter		\$24.46
	2634281	07/24/2020	Hole step bit, steel clearing hatchet		\$70.80
	8613426	07/28/2020	Joint compound pail, joint knife, power mixer, vanity light		\$89.27
	8251862	07/28/2020	LED handheld light		\$128.05
	8010461	07/28/2020	Esplanade plywood		\$36.50
	7010598	07/29/2020	Esplanade paint, gloves, caution tape, tray liners, loctite		\$239.22
	7641466	07/29/2020	Lithium ion cord		\$142.11
	5010865	07/31/2020	Impact drill		\$173.31
	2614256	08/03/2020	Mop handle, locking tongs, push broom, bucket, trigger nozzles		\$95.35
	2521749	08/03/2020	Bungee cord, mixing container, knockdown ceiling text		\$33.89
96269	08/14/2020			HUMBOLDT PETROLEUM LLC	\$13.00
	Invoice	Date	Description		Amount
	089315	07/31/2020	July car washes		\$13.00
96270	08/14/2020			HYDROSCIENCE ENGINEERS INC.	\$2,415.00
	Invoice	Date	Description		Amount
	331010011	08/01/2020	Stormwater services 4199 Clares St.		\$2,415.00
96271	08/14/2020			INTERSTATE ALL BATTERY CENTER	\$35.32
	Invoice	Date	Description		Amount
	733844	08/06/2020	Batteries		\$35.32
96272	08/14/2020			INTERSTATE TRAFFIC CONTROL PRODUCTS	\$428.50
	Invoice	Date	Description		Amount
	239527	08/05/2020	Parking signs		\$428.50
96273	08/14/2020			KBA Document Solutions LLC	\$96.67
	Invoice	Date	Description		Amount
	55Y1109128	08/07/2020	City Hall copier usage charges 2211 - IT Fund		\$96.67
96274	08/14/2020			LAW ENFORCEMENT TARGETS INC.	\$1,008.69
	Invoice	Date	Description		Amount
	0468292-IN	07/27/2020	Range supplies		\$977.08
	0469596-IN	08/05/2020	Range supplies		\$31.61
96275	08/14/2020			LUXLAUNDER	\$752.84
	Invoice	Date	Description		Amount
	LL073120	07/31/2020	July uniform cleaning		\$752.84

Attachment: 8-14-20 Check Register (Approval of City Check Registers)

City Checks Issued August 14, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
96276	08/14/2020			MASTER CLEANERS	\$425.62
	Invoice	Date	Description		Amount
	MC073120	07/31/2020	July uniform cleaning		\$425.62
96277	08/14/2020			MILLER'S TRANSFER & STORAGE CO.	\$189.50
	Invoice	Date	Description		Amount
	92309	08/07/2020	August record storage		\$189.50
96278	08/14/2020			MISSION LINEN SUPPLY	\$209.02
	Invoice	Date	Description		Amount
	512980620	08/05/2020	Fleet uniform cleaning, towels		\$41.25
	513008382	08/10/2020	Recreation towels, mats, mops		\$75.00
	512980621	08/05/2020	Corp. yard uniform cleaning, towels		\$92.77
96279	08/14/2020			OUTDOOR SUPPLY HARDWARE	\$129.95
	Invoice	Date	Description		Amount
	B33691	07/31/2020	Pail, paint lid		\$15.23
	B36049	08/03/2020	Brush, garden hose		\$65.37
	B36682	08/04/2020	Hose shut-off, twist nozzle		\$16.66
	B37496	08/05/2020	Push broom		\$32.69
96280	08/14/2020			PALACE BUSINESS SOLUTIONS	\$268.06
	Invoice	Date	Description		Amount
	584102-0	07/10/2020	Paper		\$49.04
	584041-1	07/10/2020	Writing pads		\$20.67
	584754-1	07/23/2020	Office supplies		\$13.08
	584754-0	07/22/2020	Evidence bag, duster, supplies		\$87.19
	585755-0	08/05/2020	Paper		\$98.08
96281	08/14/2020			PHOENIX GROUP INFORMATION SYSTEMS	\$3,772.45
	Invoice	Date	Description		Amount
	062020070	07/17/2020	June citation processing		\$3,772.45
96282	08/14/2020			PRAXAIR DISTRIBUTION INC.	\$126.92
	Invoice	Date	Description		Amount
	97884512	07/22/2020	Acetylene rental		\$120.38
	98002983	07/28/2020	Welding tips		\$6.54
96283	08/14/2020			ROYAL WHOLESALE ELECTRIC	\$59.35
	Invoice	Date	Description		Amount
	7719-661713	08/07/2020	Esplanade photo control, 150W MH pulse start mog		\$59.35
96284	08/14/2020			SALINAS VALLEY PRO SQUAD	\$215.16
	Invoice	Date	Description		Amount
	307074	04/24/2020	Pants, shirts		\$215.16
96285	08/14/2020			SAN LORENZO LUMBER	\$311.74
	Invoice	Date	Description		Amount
	55-0563769	07/27/2020	Wool blend cover		\$11.75
	55-0563759	07/27/2020	Timber hex screw, duckback anti-skid additive		\$66.64
	55-0565186	07/31/2020	Pry bar, roller frame, adhesive, polyester cover		\$54.98
	55-0566261	08/04/2020	Wharf nuts and bolts		\$12.93
	55-0566855	08/06/2020	Rope, quick mixer, concrete mix		\$165.44
			1000 - General Fund	\$298.81	
			1311 - Wharf Fund	\$12.93	

Attachment: 8-14-20 Check Register (Approval of City Check Registers)

City of Capitola
City Checks Issued August 14, 2020

8.C.2

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
96286	08/14/2020			SANTA CRUZ COUNTY INFORMATION SERVICES	\$1,281.62
	Invoice	Date	Description		Amount
	SCC073120	07/31/2020	August SCAN/Open Query charges		\$640.81
	SCC071320	07/13/2020	July SCAN/Open Query charges		\$640.81
96287	08/14/2020			SANTA CRUZ REGIONAL 911	\$175,227.85
	Invoice	Date	Description		Amount
	SCC061520	06/15/2020	Regional 911 member contribution & SCRMS		\$175,227.85
96288	08/14/2020			SANTA CRUZ SENTINEL	\$1,321.60
	Invoice	Date	Description		Amount
	0001259404	07/31/2020	July public notices, bid advertisements		\$1,321.60
			1000 - General Fund	\$908.80	
			1200 - CIP	\$412.80	
96289	08/14/2020			SOQUEL CREEK WATER DISTRICT	\$13,347.69
	Invoice	Date	Description		Amount
	42-10504-0073020	07/30/2020	Cliff Drive irrigation		\$54.20
	42-11090-0173020	07/30/2020	Capitola Road irrigation		\$125.63
	42-11467-0073020	07/30/2020	Jade St. park irrigation		\$6,362.85
	42-11517-0073020	07/30/2020	41st Avenue irrigation		\$125.63
	42-14404-0073020	07/30/2020	Monterey Ave Nobel Gulch Park irrigation		\$369.99
	42-14431-0073020	07/30/2020	Monterey Ave. irrigation		\$3,414.89
	42-14952-0073020	07/30/2020	Cortez Park irrigation		\$894.92
	42-15297-0073020	07/30/2020	426 Capitola Ave irrigation		\$125.63
	42-15751-0173020	07/30/2020	2005 Wharf Road irrigation		\$142.00
	42-15969-0073020	07/30/2020	Lawn Way irrigation		\$341.15
	42-16122-0073020	07/30/2020	Esplanade fountain irrigation		\$225.81
	42-16130-0073020	07/30/2020	Wharf Road irrigation		\$57.85
	42-16136-0073020	07/30/2020	1400 Wharf Road irrigation		\$849.38
	42-16407-0073020	07/30/2020	Bay Ave. irrigation		\$54.20
	34-18508-0073020	07/30/2020	1510 McGregor Drive water service		\$62.67
	42-17688-0073020	07/30/2020	Lawn Way irrigation		\$86.69
	42-18238-0073020	07/30/2020	Capitola Road irrigation		\$54.20
			1000 - General Fund	\$12,498.31	
			1311 - Wharf Fund	\$849.38	
96290	08/14/2020			STAPLES ADVANTAGE	\$137.63
	Invoice	Date	Description		Amount
	8058961401	07/11/2020	Break room supplies		\$137.63
96291	08/14/2020			STATE CONTROLLERS OFFICE	\$164.10
	Invoice	Date	Description		Amount
	FTB-00001909	06/12/2020	2019 offsets program		\$164.10
96292	08/14/2020			SUMMIT UNIFORMS	\$194.47
	Invoice	Date	Description		Amount
	67743	07/02/2020	Uniform items		\$194.47
96293	08/14/2020			THE CLEANING MACHINE INC.	\$1,100.00
	Invoice	Date	Description		Amount
	6422	07/28/2020	Village sidewalk cleaning		\$1,100.00

Attachment: 8-14-20 Check Register (Approval of City Check Registers)

City Checks Issued August 14, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
96294	08/14/2020			THE HOME DEPOT PRO	\$3,207.17
	Invoice	Date	Description		Amount
	561914391	07/17/2020	Janitorial supplies		\$774.85
	564233542	07/29/2020	Janitorial supplies		\$277.66
	564233534	07/29/2020	Janitorial supplies		\$372.91
	564233526	07/29/2020	Janitorial supplies		\$329.27
	564472546	07/30/2020	Janitorial supplies		\$329.27
	564472538	07/30/2020	Janitorial supplies		\$372.91
	564309086	07/30/2020	Janitorial supplies		\$750.30
96295	08/14/2020			UNISAFE INC	\$1,091.34
	Invoice	Date	Description		Amount
	708820	07/27/2020	Nitrile gloves		\$1,091.34
96296	08/14/2020			UNITED PARCEL SERVICE	\$27.68
	Invoice	Date	Description		Amount
	0000954791300	07/25/2020	Shipping charges		\$27.68
96297	08/14/2020			US BANK EQUIPMENT FINANCE	\$288.85
	Invoice	Date	Description		Amount
	420729246	08/03/2020	PD copier lease		\$288.85
96298	08/14/2020			US BANK EQUIPMENT FINANCE	\$208.08
	Invoice	Date	Description		Amount
	420729006	08/03/2020	City Hall & Recreation copier leases		\$208.08
			1000 - General Fund	\$28.40	
			2210 - Stores Fund	\$179.68	
96299	08/14/2020			US BANK EQUIPMENT FINANCE	\$103.55
	Invoice	Date	Description		Amount
	420728883	08/03/2020	Recreation copier lease		\$103.55
96300	08/14/2020			WATCHGUARD VIDEO	\$445.59
	Invoice	Date	Description		Amount
	CMINV0000556	07/20/2020	April - June cloud storage		\$445.59
			2211 - IT Fund		
96301	08/14/2020			ZEE MEDICAL SERVICE CO.	\$109.64
	Invoice	Date	Description		Amount
	66584920	07/22/2020	First aid kit supplies		\$109.64
96302	08/14/2020			JEANNE RYAN	\$93.60
	Invoice	Date	Description		Amount
	2005021.002	08/07/2020	Class refund		\$93.60
96303	08/14/2020			Lynn Book	\$500.00
	Invoice	Date	Description		Amount
	LB081220	08/12/2020	Tree deposit refund #20-0158		\$500.00
Check Totals:					\$235,944.34

Attachment: 8-14-20 Check Register (Approval of City Check Registers)

City Checks Issued August 14, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
<u>EFT</u>					
989	08/11/2020			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$424.23
	Invoice	Date	Description		Amount
	1-225-206-048	08/11/2020	State tax for employee final paycheck 1001 - Payroll Fund		\$424.23
990	08/11/2020			INTERNAL REVENUE SERVICE	\$1,199.44
	Invoice	Date	Description		Amount
	10685122	08/11/2020	Federal tax & Medicare for employee final check 1001 - Payroll Fund		\$1,199.44
991	08/11/2020			WELLS FARGO BANK	\$804.39
	Invoice	Date	Description		Amount
	WF081120	08/11/2020	August client analysis charges		\$804.39
EFT Totals:					\$2,428.06
Library - Library					
216	08/14/2020			BOGARD CONSTRUCTION INC.	\$3,240.00
	Invoice	Date	Description		Amount
	160707-47	07/31/2020	Library project management services		\$3,240.00
Library Check Totals:					\$3,240.00
CITY - Main City Totals					
			Count		Total
Checks			59		\$235,944.34
EFTs			3		\$2,428.06
All			62		\$238,372.40
Library - Library Totals					
Checks			1		\$3,240.00
EFTs			0		\$0.00
All			1		\$3,240.00
WELLS - Payroll Totals					
Checks			1		\$0.00
EFTs			104		\$159,859.91
All			105		\$159,859.91
Grand Totals:					
Checks			61		\$239,184.34
EFTs			107		\$162,287.97
All			168		\$401,472.31

Attachment: 8-14-20 Check Register (Approval of City Check Registers)

City main account checks dated August 21, 2020, numbered 96304 to 96342 plus 5 EFTs totaling \$182,883.95 and 2 library checks totaling \$540,935.02, for a grand total of \$723,818.97, have been reviewed and authorized for distribution by the City Manager.

As of August 21, 2020, the unaudited cash balance is \$2,463,906.09.

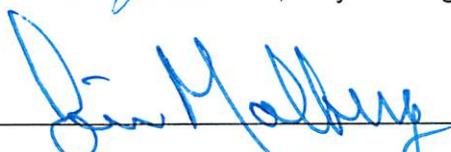
CASH POSITION - CITY OF CAPITOLA

August 21, 2020

	8/21/2020
General Fund	\$ (3,014,236.11)
Payroll Payables	\$ 34,998.56
Contingency Reserve Fund	\$ 2,061,345.66
Facilities Reserve Fund	\$ 522,829.72
Capital Improvement Fund	\$ 1,862,874.03
Stores Fund	\$ 57,063.72
Information Technology Fund	\$ 245,943.59
Equipment Replacement	\$ 478,832.92
Self-Insurance Liability Fund	\$ (148,842.98)
Workers' Comp. Ins. Fund	\$ 218,797.79
Compensated Absences Fund	\$ 144,299.19
TOTAL UNASSIGNED GENERAL FUNDS	\$ 2,463,906.09

The Emergency Reserve Fund balance is \$1,374,205.54 (not included above).
The PERS Contingency Fund balance is \$937,160.13 (not included above).
The Library Fund balance is \$4,391,917.32 (not included above).


 _____ 8/24/20
 Jamie Goldstein, City Manager Date


 _____ 8/24/20
 Jim Malberg, City Treasurer Date

Attachment: 8-21-20 Check Register (Approval of City Check Registers)

City Checks Issued August 21, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
96304	08/19/2020			WHARF HOUSE RESTAURANT	\$2,605.39
	Invoice		Description		Amount
	N/A		Sewer credit refund		\$2,605.39
96305	08/21/2020			ABSOLUTE AUTO GLASS INC.	\$95.00
	Invoice	Date	Description		Amount
	1060879	08/13/2020	Camry windshield repair		\$95.00
96306	08/21/2020			AMAZON CAPITAL SERVICES	\$1,260.64
	Invoice	Date	Description		Amount
	19YW-XWNY-GJNJ	08/17/2020	Air purifiers and filters		\$836.95
	1VP1-WVVG-HQC3	08/15/2020	Webcam with microphone		\$32.69
	1VP1-WVVG-GK1V	08/15/2020	Fine wood paste wax		\$31.40
	1GKF-HLGH-P6RP	08/16/2020	Work pants (5 pairs)		\$217.95
	11QJ-V9PK-MLQ4	08/19/2020	Steel toe boots		\$141.65
			1000 - General Fund	\$391	
			2210 - Stores Fund	\$836.95	
			2211 - IT Fund	\$32.69	
96307	08/21/2020			BEAR ELECTRICAL SOLUTIONS INC.	\$1,406.45
	Invoice	Date	Description		Amount
	10946	07/31/2020	July traffic signal maintenance - routine		\$646.80
	11063	07/28/2020	July traffic signal maintenance - response		\$759.65
			1310 - Gas Tax		
96308	08/21/2020			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,301.50
	Invoice	Date	Description		Amount
	POA080820	08/08/2020	POA dues PPE 8/6/20 & 8/8/20		\$1,301.50
			1001 - Payroll		
96309	08/21/2020			DEPARTMENT OF PESTICIDE REGULATION	\$60.00
	Invoice	Date	Description		Amount
	RBQAC82020	08/20/2020	QAC renewal for Rob Bunter		\$60.00
96310	08/21/2020			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$12,868.00
	Invoice	Date	Description		Amount
	L2022538976	07/29/2020	Quarterly unemployment insurance charges		\$12,868.00
			2213 - Self-Insurance Liability		
96311	08/21/2020			EQUITABLE	\$2,466.46
	Invoice	Date	Description		Amount
	124218	08/01/2020	August LTD, STD, AD&D, Life insurance		\$2,466.46
			1001 - Payroll		
96312	08/21/2020			EWING IRRIGATION	\$606.35
	Invoice	Date	Description		Amount
	12379142	08/14/2020	Soil probe		\$30.99
	12404857	08/18/2020	Monterey park PVC bushings, supplies		\$575.36
96313	08/21/2020			FERGUSON ENTERPRISES INC 795	\$1,581.54
	Invoice	Date	Description		Amount
	8602382	08/13/2020	Restroom supplies		\$997.35
	8674073	08/13/2020	Restroom supplies		\$584.19

Attachment: 8-21-20 Check Register (Approval of City Check Registers)

City Checks Issued August 21, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
96314	08/21/2020			FLYERS ENERGY LLC	\$1,569.85
	Invoice	Date	Description		Amount
	20-161919	08/06/2020	487 gallons gasoline		\$1,569.85
96315	08/21/2020			HOME DEPOT CREDIT SERVICES	\$66.37
	Invoice	Date	Description		Amount
	5512966	08/10/2020	Paper towels		\$18.50
	5051822	08/10/2020	Rake, pruning snips, gloves		\$47.87
96316	08/21/2020			KBA Document Solutions LLC	\$261.70
	Invoice	Date	Description		Amount
	55Y1111010	08/13/2020	City Hall copier usage charges		\$20.15
	55Y1108768	08/06/2020	Recreation copier usage charges		\$8.72
	55Y1111810	08/17/2020	City Hall copier usage charges		\$232.83
			1000 - General Fund \$8.72		
			2211 - IT Fund \$252.98		
96317	08/21/2020			KIMLEY HORN AND ASSOCIATES INC	\$8,120.96
	Invoice	Date	Description		Amount
	097763118-0520	06/19/2020	Traffic signal adaptive control CalTrans coordination		\$3,135.39
	16573682	04/30/2020	Capitola Ave. sidewalk PS&E		\$4,147.39
	16577198	04/30/2020	Park Ave. sidewalk improvements		\$838.18
			1200 - CIP		
96318	08/21/2020			KING'S PAINT AND PAPER INC.	\$173.36
	Invoice	Date	Description		Amount
	A0300974	08/17/2020	Rispin paint, roller cover, recycle tray, mightypro covers		\$173.36
96319	08/21/2020			MADLINE C HORN	\$697.50
	Invoice	Date	Description		Amount
	54	08/14/2020	Museum artifact cataloging & organizing		\$82.50
	53	08/14/2020	Begonia festival artifacts cataloging and organizing		\$615.00
96320	08/21/2020			MID COUNTY AUTO SUPPLY	\$110.84
	Invoice	Date	Description		Amount
	MID-919685	08/11/2020	Wiper blades		\$36.47
	MID-898296	07/27/2020	Boat trailer cart 14oz tube		\$22.53
	MID-922003	08/12/2020	Clearance lights		\$7.83
	MID-917193	08/10/2020	Crystal vision bulb		\$44.01
96321	08/21/2020			MISSION LINEN SUPPLY	\$349.92
	Invoice	Date	Description		Amount
	512733978	06/22/2020	Fleet towels		\$37.00
	512578714	06/03/2020	Fleet towels and uniform cleaning		\$41.25
	513024759	08/12/2020	Fleet towels, uniform cleaning		\$41.25
	513024760	08/12/2020	Corp. yard linen service, mats, towels		\$96.40
	513070197	08/19/2020	Fleet uniform cleaning, shop towels		\$41.25
	513070198	08/19/2020	Corp. yard linen service, towels		\$92.77
96322	08/21/2020			OUTDOOR SUPPLY HARDWARE	\$179.76
	Invoice	Date	Description		Amount
	B41864	08/11/2020	Skate park paint		\$17.40
	B41628	08/11/2020	Epoxy syringes		\$22.86
	B42250	08/12/2020	2 piece screwdriver set		\$5.00

Attachment: 8-21-20 Check Register (Approval of City Check Registers)

City Checks Issued August 21, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
	B45668	08/17/2020	Pruning shears, Stihl pro line		\$58.84
	B46040	08/17/2020	Bit		\$16.34
	B45908	08/17/2020	Bucket, spray enamel, paint fee		\$59.32
96323	08/21/2020			PACIFIC GAS & ELECTRIC	\$33.55
	Invoice	Date	Description		Amount
	PGE041520-acct5	04/15/2020	April Pacific Cove parking lot utilities (CA climate credit)		(\$934.31)
	PGE051420-acct5	05/14/2020	May Pacific Cove parking lot utilities (CA climate credit)		(\$399.17)
	PGE061420-acct5	06/14/2020	June Pacific Cove parking lot utilities (CA climate credit)		(\$305.43)
	PGE071420-acct5	07/14/2020	July Pacific Cove parking lot utilities		\$747.37
	PGE081420-acct5	08/14/2020	August Pacific Cove parking lot utilities		\$925.09
96324	08/21/2020			PALACE BUSINESS SOLUTIONS	\$14.19
	Invoice	Date	Description		Amount
	586769-0	08/14/2020	Notebooks		\$14.19
96325	08/21/2020			PDM STEEL SERVICE CENTERS INC.	\$401.77
	Invoice	Date	Description		Amount
	854124	07/14/2020	Steel		\$401.77
96326	08/21/2020			POSITIVE DISCIPLINE COMMUNITY RESOURCES	\$480.00
	Invoice	Date	Description		Amount
	702-001	07/30/2020	Positive discipline training		\$480.00
96327	08/21/2020			SAN LORENZO LUMBER	\$477.98
	Invoice	Date	Description		Amount
	55-0563843	07/27/2020	Wharf supplies 1311 - Wharf		\$477.98
96328	08/21/2020			SANTA CRUZ COUNTY AUDITOR-CONTROLLER	\$13,136.00
	Invoice	Date	Description		Amount
	SCC073120	07/31/2020	July citation processing		\$13,136.00
96329	08/21/2020			SANTA CRUZ MUNICIPAL UTILITIES	\$311.45
	Invoice	Date	Description		Amount
	SCMU073120	07/31/2020	July water service for medians		\$311.45
96330	08/21/2020			SANTA CRUZ OCCUPATIONAL MEDICAL CENTER	\$315.00
	Invoice	Date	Description		Amount
	I-31094	06/30/2020	Employee medical exams		\$315.00
96331	08/21/2020			SOQUEL CREEK WATER DISTRICT	\$198.47
	Invoice	Date	Description		Amount
	06-14476-0080520	08/05/2020	Kennedy Drive water service		\$198.47
96332	08/21/2020			SPORT ABOUT GRAPHICS	\$3,477.97
	Invoice	Date	Description		Amount
	SA081920	08/19/2020	Shirts, screens, films		\$1,399.34
	SA81920	08/19/2020	Jackets, vests, masks		\$2,078.63
96333	08/21/2020			THE HOME DEPOT PRO	\$1,466.97
	Invoice	Date	Description		Amount
	566320289	08/10/2020	Janitorial supplies		\$277.66
	566583852	08/11/2020	Janitorial supplies		\$658.53

Attachment: 8-21-20 Check Register (Approval of City Check Registers)

City Checks Issued August 21, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
	566383501	08/11/2020	Janitorial supplies		\$530.78
96334	08/21/2020			TYLER TECHNOLOGIES	\$29,960.00
	Invoice	Date	Description		Amount
	045-312453	08/01/2020	Annual ERP software renewal 2211 - IT Fund		\$29,960.00
96335	08/21/2020			UNITED WAY OF SANTA CRUZ COUNTY	\$10.00
	Invoice	Date	Description		Amount
	UW080820	08/08/2020	United Way contributions PPE 8/8/20 1001 - Payroll		\$10.00
96336	08/21/2020			US BANK PARS Acct 6746022400	\$1,431.00
	Invoice	Date	Description		Amount
	PARS080820	08/08/2020	PARS contributions PPE 8/8/20 1001 - Payroll		\$1,431.00
96337	08/21/2020			WATSONVILLE BLUEPRINT	\$35.29
	Invoice	Date	Description		Amount
	94549	08/18/2020	4199 Clares St. blueprints		\$35.29
96338	08/21/2020			WELLS FARGO BANK	\$4,159.94
	Invoice	Date	Description		Amount
	WF073120	08/03/2020	July credit card purchases 1000 - General Fund \$3,568.26 2211 - IT Fund \$591.68 Purchases over \$500: Santa Cruz Jobs - Recreation job postings \$897		\$4,159.94
96339	08/21/2020			WESTERN EXTERMINATOR COMPANY	\$128.00
	Invoice	Date	Description		Amount
	8272020	07/31/2020	July turnouts rodent control		\$64.00
	8272019	07/31/2020	July City Hall rodent control		\$64.00
96340	08/21/2020			Andy Hewitt	\$686.25
	Invoice	Date	Description		Amount
	AH082120	08/21/2020	Freon line damages		\$686.25
96341	08/21/2020			Catherine Murray	\$77.65
	Invoice	Date	Description		Amount
	2005028.002	08/18/2020	Class refund		\$77.65
96342	08/21/2020			Terry Leonard	\$96.19
	Invoice	Date	Description		Amount
	2005025.002	08/11/2020	Class refund		\$96.19
Check Totals:					\$92,679.26
EFT					
992	08/18/2020			CalPERS Member Services Division	\$50,548.65
	Invoice	Date	Description		Amount
	1001632123-26	08/18/2020	PERS contributions PPE 8/8/20 1001 - Payroll		\$50,548.65

Attachment: 8-21-20 Check Register (Approval of City Check Registers)

City Checks Issued August 21, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
993	08/17/2020			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$6,588.60
	Invoice	Date	Description		Amount
	0-679-340-320	08/17/2020	State taxes PPE 8/8/20 1001 - Payroll		\$6,588.60
994	08/17/2020			INTERNAL REVENUE SERVICE	\$24,040.09
	Invoice	Date	Description		Amount
	80575314	08/17/2020	Federal tax & Medicare PPE 8/8/20 1001 - Payroll		\$24,040.09
995	08/17/2020			STATE DISBURSEMENT UNIT	\$1,232.76
	Invoice	Date	Description		Amount
	33067807	08/17/2020	Employee garnishments PPE 8/8/20 1001 - Payroll		\$1,232.76
996	08/18/2020			VOYA FINANCIAL	\$7,794.59
	Invoice	Date	Description		Amount
	VOYA081420	08/18/2020	457 contributions PPE 8/8/20 1001 - Payroll		\$7,794.59
Type EFT Totals:					\$90,204.69
Library - Library					
217	08/21/2020			JOHN F OTTO INC ESCROW NO 02-701154	\$27,046.75
	Invoice	Date	Description		Amount
	13648retainer	08/19/2020	July library construction retainer		\$27,046.75
218	08/21/2020			OTTO CONSTRUCTION INC.	\$513,888.27
	Invoice	Date	Description		Amount
	13648	08/19/2020	July library construction		\$513,888.27
Library Check Totals:					\$540,935.02
CITY - Main City Totals					
				Count	Total
Checks				39	\$92,679.26
EFTs				5	\$90,204.69
All				44	\$182,883.95
Library - Library Totals					
Checks				2	\$540,935.02
EFTs				0	\$0.00
All				2	\$540,935.02
Grand Totals:					
Checks				41	\$633,614.28
EFTs				5	\$90,204.69
All				46	\$723,818.97

Attachment: 8-21-20 Check Register (Approval of City Check Registers)

City main account checks dated August 28, 2020, numbered 96343 to 96382 plus 1 EFT totaling \$259,127.34, 1 library check totaling \$7,541.55 and 85 payroll EFTs totaling \$150,441.51, for a grand total of \$417,110.40, have been reviewed and authorized for distribution by the City Manager.

As of August 28, 2020, the unaudited cash balance is \$2,630,840.83.


CASH POSITION - CITY OF CAPITOLA
August 28, 2020

	8/28/2020
General Fund	\$ (3,368,531.41)
Payroll Payables	\$ 157,175.68
Contingency Reserve Fund	\$ 2,061,345.66
Facilities Reserve Fund	\$ 522,829.72
Capital Improvement Fund	\$ 2,262,138.17
Stores Fund	\$ 57,118.21
Information Technology Fund	\$ 245,817.88
Equipment Replacement	\$ 478,832.92
Self-Insurance Liability Fund	\$ (148,982.98)
Workers' Comp. Ins. Fund	\$ 218,797.79
Compensated Absences Fund	\$ 144,299.19
TOTAL UNASSIGNED GENERAL FUNDS	\$ 2,630,840.83

The Emergency Reserve Fund balance is \$1,374,205.54 (not included above).
The PERS Contingency Fund balance is \$937,160.13 (not included above).
The Library Fund balance is \$4,384,375.77 (not included above).



Jamie Goldstein, City Manager 9/1/20
Date



Jim Malberg, City Treasurer 8/31/20
Date

Attachment: 8-28-20 Check Register (Approval of City Check Registers)

City Checks Issued August 28, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
96343	08/28/2020			ADAMS ASHBY GROUP INC	\$1,500.00
	Invoice	Date	Description		Amount
	3141	08/03/2020	CDBG-CV1 applications, coordination with staff, conference calls 1350 - CDBG		\$1,500.00
96344	08/28/2020			ALLIANT INSURANCE SERVICES INC NPB MAIN	\$140.00
	Invoice	Date	Description		Amount
	1438476	08/24/2020	Mobile vehicle program 4th quarter endorsement 2213 - Self Insurance		\$140.00
96345	08/28/2020			ALLIED UNIVERSAL	\$344.93
	Invoice	Date	Description		Amount
	10365100	09/03/2020	Sept. Jade St. park patrol		\$344.93
96346	08/28/2020			AMAZON CAPITAL SERVICES	\$873.46
	Invoice	Date	Description		Amount
	1XJL-6DD1-3WYM	08/13/2020	Tubes for wheelchair tires		\$34.86
	1D7H-LYCN-L1MH	08/12/2020	Streamlight battery door		\$34.40
	1M1W-L3DP-XCFF	08/21/2020	Returned HEPA filters		(\$54.49)
	1HGF-FTHX-WDQR	08/14/2020	Picnic tables for Corp. yard		\$467.42
	1QVW-4GVG-WGMQ	08/20/2020	Check printer toner		\$130.79
	1M1W-L3DP-H4JD	08/21/2020	Forehead thermometers (3)		\$183.09
	1FQV-RQQ6-NP6F	08/26/2020	Logitech webcam		\$77.39
			1000 - General Fund \$850.56		
			2210 - Stores Fund (\$54.49)		
			2211 - IT Fund \$77.39		
96347	08/28/2020			AT&T/CALNET 3	\$581.59
	Invoice	Date	Description		Amount
	0015182571	08/13/2020	August telephone service		\$581.59
			1000 - General Fund \$533.27		
			2211 - IT Fund \$48.32		
96348	08/28/2020			AT&T/CALNET 3	\$937.16
	Invoice	Date	Description		Amount
	0015183239	08/13/2020	August T-1 access		\$937.16
96349	08/28/2020			BEN'S MOTORCYCLE WORKS	\$589.65
	Invoice	Date	Description		Amount
	6899	08/20/2020	BMW motorcycle brake pads, new tire, re-attach throttle boot		\$589.65
96350	08/28/2020			CALE AMERICA INC.	\$56.75
	Invoice	Date	Description		Amount
	159812	06/25/2020	Playstation card reader cleaning pads		\$56.75
96351	08/28/2020			CAROLYN FLYNN	\$3,335.00
	Invoice	Date	Description		Amount
	CBF-07-2020	08/10/2020	July affordable housing program management		\$3,335.00
96352	08/28/2020			D & M TRAFFIC SERVICES	\$218.00
	Invoice	Date	Description		Amount
	72949	08/11/2020	Esplanade waterwall rental		\$218.00
96353	08/28/2020			EARTHWORKS PAVING CONTRACTORS INC	\$131,760.50
	Invoice	Date	Description		Amount
	18584	06/24/2020	Reconstruct storm damaged bike path on Park Ave. 1200 - CIP		\$131,760.50

Attachment: 8-28-20 Check Register (Approval of City Check Registers)

City Checks Issued August 28, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
96354	08/28/2020			GALLS LLC	\$256.43
	Invoice	Date	Description		Amount
	015941667	06/25/2020	Aeroshell armor uniform supplies		\$256.43
96355	08/28/2020			GARDAWORLD	\$209.67
	Invoice	Date	Description		Amount
	10583053	08/01/2020	August armored car service		\$209.67
96356	08/28/2020			HOME DEPOT CREDIT SERVICES	\$91.75
	Invoice	Date	Description		Amount
	2620006	08/13/2020	Microfiber towels, round pencils, markers, raid, bucket, aerosol		\$34.99
	7610765	08/18/2020	Rispin bridge self-drilling bits		\$11.52
	1620166	08/14/2020	Aerosol spray, paint, sponge, bucket		\$23.52
	5633494	08/20/2020	Magnetic hooks		\$21.72
96357	08/28/2020			INTERSTATE BATTERY SYSTEM OF SAN JOSE INC	\$129.57
	Invoice	Date	Description		Amount
	120108537	08/17/2020	Battery		\$129.57
96358	08/28/2020			INTERSTATE TRAFFIC CONTROL PRODUCTS	\$488.68
	Invoice	Date	Description		Amount
	239880	08/24/2020	No parking signs		\$488.68
96359	08/28/2020			KIMLEY HORN AND ASSOCIATES INC	\$2,000.00
	Invoice	Date	Description		Amount
	17071905	07/31/2020	Local hazard mitigation plan update 1314 - Green Building		\$2,000.00
96360	08/28/2020			KING'S PAINT AND PAPER INC.	\$102.71
	Invoice	Date	Description		Amount
	A0301135	08/21/2020	Paint, chip brush for graffiti removal		\$102.71
96361	08/28/2020			KOSMONT COMPANIES	\$358.80
	Invoice	Date	Description		Amount
	1908.8-009	04/30/2020	April mall negotiations update		\$358.80
96362	08/28/2020			LEWIS TREE SERVICE INC.	\$1,875.00
	Invoice	Date	Description		Amount
	31567	08/24/2020	Remove eucalyptus limb at Clares and Wharf Rd.		\$1,875.00
96363	08/28/2020			METRO MOBILE COMMUNICATIONS	\$398.16
	Invoice	Date	Description		Amount
	44710	08/12/2020	Remote speaker microphone		\$398.16
96364	08/28/2020			MID COUNTY AUTO SUPPLY	\$72.43
	Invoice	Date	Description		Amount
	MID-933984	08/20/2020	Super clean 5 gallons		\$72.43
96365	08/28/2020			MISSION LINEN SUPPLY	\$75.00
	Invoice	Date	Description		Amount
	513100634	08/24/2020	Recreation mats, towels, mops		\$75.00
96366	08/28/2020			MOFFATT AND NICHOL	\$4,380.36
	Invoice	Date	Description		Amount
	753362	08/26/2020	Wharf permitting, flume cost estimate, bid support, meetings 1200 - CIP		\$4,380.36

Attachment: 8-28-20 Check Register (Approval of City Check Registers)

City Checks Issued August 28, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
96367	08/28/2020			MOTOROLA SOLUTIONS INC.	\$1,425.60
	Invoice	Date	Description		Amount
	8230285432	08/05/2020	Crime reports subscription		\$1,425.60
96368	08/28/2020			OUTDOOR SUPPLY HARDWARE	\$213.41
	Invoice	Date	Description		Amount
	B47747	08/20/2020	Jade St. park supplies		\$84.04
	B38123	08/06/2020	Duct tape		\$11.98
	B48271	08/21/2020	Toilet plunger, bowl brush caddy		\$38.13
	B47895	08/20/2020	Epoxy		\$15.01
	B46467	08/18/2020	Tap		\$13.06
	B45995	08/17/2020	Taps, drill comb		\$30.49
	B31337	07/27/2020	Viewer door		\$20.70
96369	08/28/2020			PACIFIC GAS & ELECTRIC	\$13,568.22
	Invoice	Date	Description		Amount
	PGE081320-acct9	08/13/2020	July - August gas and electricity		\$13,568.22
			1000 - General Fund	\$4,280.69	
			1300 - SLESF	\$115.46	
			1310 - Gas Tax	\$6,649.62	
			1311 - Wharf	\$2,522.45	
96370	08/28/2020			PALACE BUSINESS SOLUTIONS	\$19.39
	Invoice	Date	Description		Amount
	586194-0	08/10/2020	Stapler		\$19.39
96371	08/28/2020			PHOENIX GROUP INFORMATION SYSTEMS	\$4,469.34
	Invoice	Date	Description		Amount
	072020070	08/11/2020	July citation processing		\$4,469.34
96372	08/28/2020			PRAXAIR DISTRIBUTION INC.	\$124.39
	Invoice	Date	Description		Amount
	98486525	08/22/2020	Acetylene rental		\$124.39
96373	08/28/2020			SANTA CRUZ COUNTY BANK	\$82,532.87
	Invoice	Date	Description		Amount
	SCCB71920	07/19/2020	Pacific Cove financing lease acct #900380400		\$82,532.87
			1420 - Pac Cove Lease Financing		
96374	08/28/2020			STAPLES ADVANTAGE	\$156.43
	Invoice	Date	Description		Amount
	8059181620	08/01/2020	Plates, forks, kleenex, paper towels		\$156.43
96375	08/28/2020			STRIPE-A-LOT INC.	\$450.00
	Invoice	Date	Description		Amount
	9266	08/21/2020	Double yellow centerline 44th and Grace St.		\$450.00
			1310 - Gas Tax		
96376	08/28/2020			TERRENCE MCMANUS	\$100.28
	Invoice	Date	Description		Amount
	TM081820	08/18/2020	POST executive development course fuel reimbursement		\$100.28
96377	08/28/2020			THE HOME DEPOT PRO	\$783.87
	Invoice	Date	Description		Amount
	568449219	08/20/2020	Janitorial supplies		\$783.87
96378	08/28/2020			UNITED PARCEL SERVICE	\$15.57
	Invoice	Date	Description		Amount
	0000954791330-2	08/15/2020	PD postage		\$15.57

Attachment: 8-28-20 Check Register (Approval of City Check Registers)

City Checks Issued August 28, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
96379	08/28/2020			VERIZON WIRELESS	\$3,027.42
	Invoice	Date	Description		Amount
	9860494101	08/10/2020	August telephone charges		\$3,027.42
96380	08/28/2020			WHEELCHAIRS OF SAN MATEO & TECH	\$1,108.78
	Invoice	Date	Description		Amount
	00011631	07/01/2020	Wheelchair batteries		\$1,108.78
96381	08/28/2020			Mounir Gad Nagy	\$36.00
	Invoice	Date	Description		Amount
	200128569	08/18/2020	Citation refund		\$36.00
96382	08/28/2020			SANDY MARRUJO	\$185.17
	Invoice	Date	Description		Amount
	SM082820	08/28/2020	Replace stolen check #96186		\$185.17
Check Totals:					\$258,992.34
EFT					
997	08/25/2020			DISCOVERY BENEFITS	\$135.00
	Invoice	Date	Description		Amount
	0001202956-IN	07/31/2020	July COBRA and FSA 1001 - Payroll		\$135.00
EFT Totals:					\$135.00
Library - Library					
219	08/28/2020			INTERIOR MOTIONS	\$7,541.55
	Invoice	Date	Description		Amount
	10661	08/26/2020	Library furniture 1360 - Library		\$7,541.55
Library Check Totals:					\$7,541.55
CITY - Main City Totals					
			Count		Total
Checks			40		\$258,992.34
EFTs			1		\$135.00
All			41		\$259,127.34
Library - Library Totals					
Checks			1		\$7,541.55
EFTs			0		\$0.00
All			1		\$7,541.55
WELLS - Payroll Totals					
Checks			1		\$0.00
EFTs			85		\$150,441.51
All			86		\$150,441.51
Grand Totals:					
Checks			42		\$266,533.89
EFTs			86		\$150,576.51
All			128		\$417,110.40

Attachment: 8-28-20 Check Register (Approval of City Check Registers)


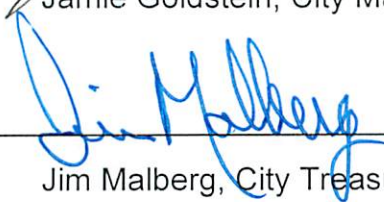
City main account checks dated September 4, 2020, numbered 96383 to 96438, plus 7 EFTs totaling \$373,486.64, have been reviewed and authorized for distribution by the City Manager.

As of September 4, 2020, the unaudited cash balance is \$2,590,732.21.

CASH POSITION - CITY OF CAPITOLA
September 4, 2020

	9/4/2020
General Fund	\$ (3,069,105.94)
Payroll Payables	\$ 4,209.66
Contingency Reserve Fund	\$ 2,061,345.66
Facilities Reserve Fund	\$ 522,829.72
Capital Improvement Fund	\$ 2,076,500.25
Stores Fund	\$ 57,118.21
Information Technology Fund	\$ 244,887.73
Equipment Replacement	\$ 478,832.92
Self-Insurance Liability Fund	\$ (148,982.98)
Workers' Comp. Ins. Fund	\$ 218,797.79
Compensated Absences Fund	\$ 144,299.19
TOTAL UNASSIGNED GENERAL FUNDS	\$ 2,590,732.21

The Emergency Reserve Fund balance is \$1,374,205.54 (not included above).
The PERS Contingency Fund balance is \$937,160.13 (not included above).
The Library Fund balance is \$4,384,375.77 (not included above).

 Jamie Goldstein, City Manager	9/8/20 Date
 Jim Malberg, City Treasurer	9/8/20 Date

Attachment: 9-4-20 Check Register (Approval of City Check Registers)

City Checks Issued September 4, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
96383	09/04/2020			A TOOL SHED	\$166.00
	Invoice	Date	Description		Amount
	1443584-5	09/01/2020	12' electric vertical mast lift, equipment trailer rental		\$166.00
96384	09/04/2020			ADRIENNE HARRELL	\$519.35
	Invoice	Date	Description		Amount
	AH090120	09/01/2020	Instructor payment		\$519.35
96385	09/04/2020			AFLAC	\$1,444.18
	Invoice	Date	Description		Amount
	119000	08/25/2020	Aflac supplemental insurance 1001 - Payroll		\$1,444.18
96386	09/04/2020			ALLIED UNIVERSAL	\$738.92
	Invoice	Date	Description		Amount
	10365121	09/03/2020	Sept. Esplanade park foot patrol		\$382.50
	10365120	09/03/2020	Sept. McGregor skate park foot patrol		\$356.42
96387	09/04/2020			ALVAREZ TECHNOLOGY GROUP INC	\$210.00
	Invoice	Date	Description		Amount
	56501	08/22/2020	September antivirus 2211 - IT Fund		\$210.00
96388	09/04/2020			AUTOMATION TEST ASSOCIATES	\$40.00
	Invoice	Date	Description		Amount
	48740	08/22/2020	August wharf meter reading 1311 - Wharf		\$40.00
96389	09/04/2020			B & B SMALL ENGINE REPAIR	\$274.01
	Invoice	Date	Description		Amount
	453405	08/25/2020	File pack, combination wrench, depth gauge file, sharpening kit		\$191.35
	453440	08/25/2020	DL chains		\$82.66
96390	09/04/2020			CADILLAC DESIGNS INC.	\$97.44
	Invoice	Date	Description		Amount
	8686	08/30/2020	Jade St. COVID banner		\$97.44
96391	09/04/2020			CALIFORNIA COAST UNIFORM COMPANY	\$1,211.15
	Invoice	Date	Description		Amount
	8209	01/15/2020	Ballistic vest		\$1,084.55
	8196	08/19/2020	Uniform shirt w/ shoulder patches		\$92.60
	8192	08/19/2020	Tailoring add Sgt. stripes and shoulder patches		\$22.00
	8191	08/19/2020	Tailoring add shoulder patches		\$12.00
96392	09/04/2020			CALIFORNIA SCHOOL-AGE CONSORTIUM	\$250.00
	Invoice	Date	Description		Amount
	3726	08/25/2020	Virtual training		\$250.00
96393	09/04/2020			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,236.50
	Invoice	Date	Description		Amount
	POA082220	08/22/2020	POA dues PPE 8/22/20 1001 - Payroll		\$1,236.50

Attachment: 9-4-20 Check Register (Approval of City Check Registers)

City Checks Issued September 4, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
96394	09/04/2020			EARTHWORKS PAVING CONTRACTORS INC	\$106,891.50
	Invoice	Date	Description		Amount
	18621	07/30/2020	Park ave. reconstruct bike path 1200 - CIP		\$106,891.50
96395	09/04/2020			ELEVATOR SERVICE COMPANY INC.	\$180.00
	Invoice	Date	Description		Amount
	29422	09/01/2020	Elevator quarterly lube and inspection		\$180.00
96396	09/04/2020			FASTENAL COMPANY	\$691.79
	Invoice	Date	Description		Amount
	CASAT57514	08/17/2020	Bolts for Jade St. park		\$253.68
	CASAT57532	08/19/2020	Jade St. park bolts, hardware		\$438.11
96397	09/04/2020			FIRST ALARM	\$215.16
	Invoice	Date	Description		Amount
	559220	08/15/2020	Community Center quarterly intrusion system monitoring		\$215.16
96398	09/04/2020			FLYERS ENERGY LLC	\$1,817.88
	Invoice	Date	Description		Amount
	20-169671	08/20/2020	200 gallons gasoline		\$664.14
	20-165688	08/13/2020	266 gallons gasoline		\$873.71
	20-165689	08/13/2020	90 gallons diesel		\$280.03
96399	09/04/2020			GALLS LLC	\$68.89
	Invoice	Date	Description		Amount
	016243479	08/11/2020	Uniform pants		\$68.89
96400	09/04/2020			GINA ENRIQUEZ	\$5,399.86
	Invoice	Date	Description		Amount
	GE090120	09/01/2020	Instructor payment		\$5,399.86
96401	09/04/2020			GRANICUS LLC	\$1,190.70
	Invoice	Date	Description		Amount
	130697	09/01/2020	Sept. legislative management software 1320 - PEG		\$1,190.70
96402	09/04/2020			HINDERLITER DELLAMAS AND ASSOCIATES	\$645.00
	Invoice	Date	Description		Amount
	SIN003131	08/31/2020	FY19-20 CAFR statistical package		\$645.00
96403	09/04/2020			HOME DEPOT CREDIT SERVICES	\$631.22
	Invoice	Date	Description		Amount
	1185109	08/14/2020	Instant canopy for Corp. yard (2)		\$436.87
	6620858	08/19/2020	Rechargeable clamp light, gloves		\$84.34
	5621016	08/20/2020	Snap fastener kits		\$12.58
	4523665	08/21/2020	Pliers, 14pc masonry set, winged wire connectors		\$44.54
	6053914	08/29/2020	Bucket, spray bottle, latex gloves		\$22.41
	7032582	08/28/2020	Trim and bumper restore		\$30.48
96404	09/04/2020			HUMBOLDT PETROLEUM LLC	\$19.50
	Invoice	Date	Description		Amount
	089348	08/10/2020	Car wash		\$6.50
	089378	08/20/2020	Car washes		\$13.00

Attachment: 9-4-20 Check Register (Approval of City Check Registers)

City Checks Issued September 4, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
96405	09/04/2020			INDEPENDENT ELECTRIC SUPPLY INC.	\$76.29
	Invoice	Date	Description		Amount
	S104858186.001	08/26/2020	Community center 120V photo control, tape, packout organizer		\$76.29
96406	09/04/2020			INTERNATIONAL BRONZE PLAQUE COMPANY	\$139.00
	Invoice	Date	Description		Amount
	20-56106	09/02/2020	Memorial bench plaque		\$139.00
96407	09/04/2020			KBA Document Solutions LLC	\$26.78
	Invoice	Date	Description		Amount
	55Y1115664	09/01/2020	City Hall & Recreation copier usage charges		\$26.78
			1000 - General Fund \$3.00		
			2211 - IT Fund \$23.78		
96408	09/04/2020			KING'S PAINT AND PAPER INC.	\$35.34
	Invoice	Date	Description		Amount
	A0301454	08/28/2020	Mightypro cover, plastic tray liner, metal can, flashlight		\$35.34
96409	09/04/2020			LIUNA PENSION FUND	\$985.60
	Invoice	Date	Description		Amount
	DX7940	08/28/2020	August LIUNA pension dues		\$985.60
			1001 - Payroll		
96410	09/04/2020			LUXLAUNDER	\$928.88
	Invoice	Date	Description		Amount
	LL83120	08/31/2020	Uniform cleaning		\$731.76
	LL072020	07/20/2020	Mat cleaning		\$98.56
	LL083120	08/31/2020	Mat cleaning		\$98.56
96411	09/04/2020			MADLINE C HORN	\$675.00
	Invoice	Date	Description		Amount
	55	08/27/2020	Museum artifact cataloging and organizing		\$675.00
96412	09/04/2020			MASTER CLEANERS	\$226.67
	Invoice	Date	Description		Amount
	MC083120	08/31/2020	Uniform cleaning		\$226.67
96413	09/04/2020			MID COUNTY AUTO SUPPLY	\$126.73
	Invoice	Date	Description		Amount
	MID-942896	08/27/2020	Fuel filters, oil filters		\$58.20
	MID-944512	08/28/2020	Fastener, purple power cleaner		\$21.56
	MID-949219	09/01/2020	Tailgate cable		\$18.61
	MID-952583	09/03/2020	Primer, sandpaper		\$28.36
96414	09/04/2020			MISSION LINEN SUPPLY	\$111.98
	Invoice	Date	Description		Amount
	513115530	08/26/2020	Fleet towels, uniform cleaning		\$75.99
	513162965	09/02/2020	Fleet uniform cleaning, towels		\$35.99
96415	09/04/2020			NORTH BAY FORD	\$919.86
	Invoice	Date	Description		Amount
	345045	08/26/2020	2016 Ford Explorer fuel filler replacement		\$447.09
	276183	03/27/2020	2008 Ford F250 cover		\$63.95
	277806	08/24/2020	Door handle		\$32.56
	277827	08/26/2020	Brake lining kit, brake rotor assembly		\$289.14
	345123	08/31/2020	2014 Ford Explorer warranty repairs, window control switch		\$87.12

Attachment: 9-4-20 Check Register (Approval of City Check Registers)

City Checks Issued September 4, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
96416	09/04/2020			O'REILLY AUTO PARTS	\$135.02
	Invoice	Date	Description		Amount
	2763-155602	08/28/2020	Splashshields, retainers		\$21.75
	2763-156367	08/31/2020	Diesel exhaust fluid		\$113.27
96417	09/04/2020			PALACE BUSINESS SOLUTIONS	\$224.48
	Invoice	Date	Description		Amount
	587687-0	08/26/2020	Paper, file indexes, tape		\$103.09
	587697-0	08/26/2020	Office supplies		\$15.15
	587451-0	08/24/2020	Paper, tape		\$67.62
	4009519-0	09/01/2020	Pencil pouch, ruler, post-its, clip, crayons, poster board		\$38.62
96418	09/04/2020			PITNEY BOWES	\$147.15
	Invoice	Date	Description		Amount
	1016303497	08/27/2020	Recreation postage machine rental		\$147.15
96419	09/04/2020			PREFERRED BENEFIT INSURANCE ADMIN.	\$5,227.40
	Invoice	Date	Description		Amount
	EIA33720	08/01/2020	August dental and vision insurance		\$5,227.40
			1000 - General Fund \$309.10		
			1001 - Payroll \$4,918.30		
96420	09/04/2020			RACHEL SARA SATTINGER	\$480.00
	Invoice	Date	Description		Amount
	100	08/28/2020	Training		\$480.00
96421	09/04/2020			ROYAL WHOLESALE ELECTRIC	\$119.74
	Invoice	Date	Description		Amount
	7719-662289	08/20/2020	Jade St. wire stripper, terminal packets, tape, connectors		\$53.44
	7719-662331	08/21/2020	Jade St. wire connectors		\$66.30
96422	09/04/2020			SAFE LIFE DEFENSE	\$494.10
	Invoice	Date	Description		Amount
	18494	08/11/2020	Vest		\$494.10
96423	09/04/2020			SANDY MARRUJO	\$246.90
	Invoice	Date	Description		Amount
	SM090120	09/01/2020	Instructor payment		\$246.90
96424	09/04/2020			SANTA CRUZ COUNTY DEPT OF PUBLIC WORKS	\$78,746.42
	Invoice	Date	Description		Amount
	SCCDPW082720	08/27/2020	Capitola/Jewel Box sewer replacement and slurry sealing		\$78,746.42
			1200 - CIP		
96425	09/04/2020			SANTA CRUZ COUNTY INFORMATION SERVICES	\$640.81
	Invoice	Date	Description		Amount
	SCC082620	09/01/2020	Sept. open query scan charges		\$640.81
96426	09/04/2020			SANTA CRUZ LIVE SCAN INC	\$180.00
	Invoice	Date	Description		Amount
	1522	09/01/2020	Recreation new employees live scan		\$180.00
96427	09/04/2020			SENTINEL PRINTERS INC.	\$508.01
	Invoice	Date	Description		Amount
	305329	09/01/2020	No parking signs		\$508.01

Attachment: 9-4-20 Check Register (Approval of City Check Registers)

City Checks Issued September 4, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
96428	09/04/2020			SOQUEL CREEK WATER DISTRICT	\$3,377.25
	Invoice	Date	Description		Amount
	08-15299-0081820	08/18/2020	Monterey Ave. water		\$519.20
	08-15562-0081820	08/18/2020	Cliff and Fair View water		\$40.40
	09-15964-0081820	08/18/2020	Monterey Ave. Esplanade water		\$2,435.36
	13-10919-0081820	08/18/2020	2000 Wharf Road water		\$40.40
	10-16317-0081820	08/18/2020	420 Capitola Ave. water		\$178.35
	10-16315-0081820	08/18/2020	504 Beulah irrigation		\$72.41
	10-16316-0081820	08/18/2020	426 Capitola Ave. water		\$91.13
96429	09/04/2020			SPRINT	\$131.83
	Invoice	Date	Description		Amount
	788070596-037	08/02/2020	Final invoice remaining balance due		\$131.83
96430	09/04/2020			T MOBILE	\$193.65
	Invoice	Date	Description		Amount
	TM082120	08/21/2020	August cell phone usage		\$193.65
96431	09/04/2020			TERRENCE MCMANUS	\$316.25
	Invoice	Date	Description		Amount
	TM080720	08/07/2020	Post exec. development course mileage reimbursement		\$316.25
96432	09/04/2020			THE CLEANING MACHINE INC.	\$2,760.00
	Invoice	Date	Description		Amount
	6432	08/27/2020	Village sidewalk pressure washing (paid by BIA) 1321 - BIA		\$2,760.00
96433	09/04/2020			THE HOME DEPOT PRO	\$1,382.69
	Invoice	Date	Description		Amount
	568505788	08/21/2020	Janitorial supplies		\$1,382.69
96434	09/04/2020			TPX COMMUNICATIONS	\$1,528.71
	Invoice	Date	Description		Amount
	133561771-0	08/23/2020	August phone service 1000 - General Fund \$832.34 2211 - IT Fund \$696.37		\$1,528.71
96435	09/04/2020			UNITED WAY OF SANTA CRUZ COUNTY	\$10.00
	Invoice	Date	Description		Amount
	UW082220	08/22/2020	United Way contributions PPE 8/22/20 1001 - Payroll		\$10.00
96436	09/04/2020			UPEC LIUNA LOCAL 792	\$950.00
	Invoice	Date	Description		Amount
	UPEC083120	08/27/2020	August UPEC dues 1001 - Payroll		\$950.00
96437	09/04/2020			US BANK PARS Acct 6746022400	\$315.98
	Invoice	Date	Description		Amount
	PARS082220	08/22/2020	PARS contributions PPE 8/22/20 1001 - Payroll		\$315.98
96438	09/04/2020			Peter Fediy	\$609.00
	Invoice	Date	Description		Amount
	2005036.002	09/01/2020	Soccer withdrawal refund		\$609.00

Check Totals: \$226,916.57

Attachment: 9-4-20 Check Register (Approval of City Check Registers)

City Checks Issued September 4, 2020

Check Number	Invoice Date	Invoice Date	Description	Payee Name	Transaction Amount
EFT					
998	09/01/2020			CalPERS Health Insurance	\$54,839.37
	Invoice	Date	Description		Amount
	100000016145050	09/01/2020	September health insurance		\$54,839.37
			1000 - General Fund \$2,943.09		
			1001 - Payroll \$51,896.28		
999	09/01/2020			CalPERS Member Services Division	\$49,488.11
	Invoice	Date	Description		Amount
	1001643736-39	09/01/2020	PERS contributions PPE 8/22/20		\$49,488.11
			1001 - Payroll		
1000	08/31/2020			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$7,165.88
	Invoice	Date	Description		Amount
	1-362-838-816	08/22/2020	State taxes PPE 8/22/20		\$7,165.88
			1001 - Payroll		
1001	08/31/2020			INTERNAL REVENUE SERVICE	\$24,653.48
	Invoice	Date	Description		Amount
	40545337	08/22/2020	Federal tax & Medicare PPE 8/22/20		\$24,653.48
			1001 - Payroll		
1002	08/31/2020			STATE DISBURSEMENT UNIT	\$1,232.76
	Invoice	Date	Description		Amount
	33194008	08/22/2020	Employee garnishments PPE 8/22/20		\$1,232.76
			1001 - Payroll		
1003	09/02/2020			VOYA FINANCIAL	\$7,790.47
	Invoice	Date	Description		Amount
	VOYA082220	08/22/2020	457 contributions PPE 8/22/20		\$7,790.47
			1001 - Payroll		
1004	09/01/2020			CalPERS Fiscal Services Division	\$1,400.00
	Invoice	Date	Description		Amount
	100000016149483	08/21/2020	GASB 68 reports		\$1,400.00

EFT Totals: \$146,570.07

CITY - Main City Totals		Count	Total
Checks		56	\$226,916.57
EFTs		7	\$146,570.07
All		63	\$373,486.64

Attachment: 9-4-20 Check Register (Approval of City Check Registers)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF SEPTEMBER 24, 2020

FROM: Community Development

SUBJECT: SB2 Grant Project Update and Sole Source Contract with Ben Noble Planning for Objective Design Standards

RECOMMENDED ACTION: Receive on the City's Senate Bill 2 (SB2) Grant Projects and authorize the City Manager to enter an agreement with Ben Noble Urban and Regional Planning in the amount of \$45,000 for the SB2 project to prepare Objective Design Standards for the City of Capitola zoning code.

BACKGROUND: On November 22, 2019, the City Council adopted a resolution authorizing Staff to apply for a Senate Bill 2 (SB2) planning grant to 1) develop objective design standards so that the City may more effectively process applications for projects subject to Senate Bill 35 (SB35) and 2) develop guidance documents and pre-approved architectural plan for accessory dwelling units (ADUs).

On March 11, 2020, the City of Capitola was awarded \$160,000 in Senate Bill 2 (SB2) grant funding. Staff proposes a sole source contract with Ben Noble Urban and Regional Planning to assist with the first project; developing objective standards for Capitola's zoning code.

DISCUSSION: The budget for the \$160,000 SB2 grant included \$45,000 to prepare objective design standards and \$115,000 for development of guidance documents and prototype ADUs. The scope of work within the grant commits the City to specific deliverables, including:

1. Review existing code to identify areas in need of objective design standards
2. Drafting objective design standards for multifamily and mixed use
3. Public review of draft standards
4. Public hearings to adopt objective design standards
5. Create checklist for ADUs
6. Develop a webpage to provide guidance on ADUs
7. Develop prototypes of ADUs that are compliant with the building code
8. Create ADU guidance document

Staff is recommending a sole source contract with Ben Noble Urban and Regional Planning for the first project in the City's SB2 grant application; the creation of objective design standards for SB35 development projects. In 2017, SB35 passed which mandated a streamlined review process for eligible multifamily projects in cities and counties that have not met their Regional Housing Need Allocation (RHNA) goals. SB35 allows limited city oversight for certain types of

Contract with Ben Noble Planning for Objective Design Standards
September 24, 2020

projects and includes a requirement that these projects be processed within 60 to 90 days using a ministerial approval process, bypassing review by Planning Commission or City Council. There are 10 specific criteria, most significantly, eligible projects must include at least 50 percent dedicated affordable units, and a minimum of two-thirds the total project area allocated for housing. Projects must also meet all objective standards of the City's zoning code at the time of application submittal. Objective standards are those that require no personal or subjective (discretionary) judgement, such as dimensional height and setback requirements, floor area ratio, or density limits.

Currently, the City of Capitola is not meeting its RHNA goals for affordable housing units sold below 80 percent area medium income (AMI). Therefore, the City of Capitola is required to implement the limited review called for by SB35.

The Capitola zoning code currently requires all multifamily developments to acquire a design permit, which is subject to numerous discretionary standards and Planning Commission review. Under SB35, valid multi-family development applications would not be subject to the subjective design permit criteria or Planning Commission review. To ensure future multifamily development compliments Capitola's built environment, the City applied for \$45,000 in SB2 grant funds to create objective design standards.

Ben Noble has provided consulting assistance to the City of Capitola since 2010 when City Council approved a contract with Placeworks (formerly Design, Community, and Environment). At that time, Ben Noble was Placeworks' project manager for the General Plan Update, Climate Action Plan, Zoning Code Update, Environmental Impact Report (EIR), and supporting technical studies and reports.

In 2015, Ben Noble started an independent planning firm; Ben Noble Urban and Regional Planning. Mr. Noble continued in his role managing the Capitola zoning code update as a contract employee for PlaceWorks and as an independent contractor in 2016. Mr. Noble is in the final stages of completing the zoning code update with adoption anticipated in November 2020.

Due to the Ben Noble's work on Capitola's General Plan Update, the Zoning Code Update, and his extensive background and working knowledge of objective design standards and SB35, staff is recommending the City contract with Mr. Noble to prepare the objective design standards within the Zoning Code consistent with the sole source purchase policy in Administrative Policy III-4.

The proposed contract amount is for \$45,000 (Attachment 1). The total cost includes all items outlined in the scope of work, as well as administrative and design work associated with the project.

SB2 Accessory Dwelling Unit Overview: The second project included in the SB2 grant involves Accessory Dwelling Units (ADUs). The State has encouraged the development of ADUs in multiple legislative updates, and requires cities to allow ADUs without the usual review and planning permit requirements, so long as they are located within single-family, multi-family, and mixed-use zoning districts. Recent legislation has removed many of the previous hurdles for ADUs, including density limits, lot size restrictions, floor area ratio restrictions, and connection fees. On March 25, 2020, City Council adopted an update to the City's ADU ordinance to reflect the most recent legislation. The new ordinance was certified by the Coastal Commission on September 11, 2020.

Consistent with the grant request, the City will use \$115,000 in SB2 grant funds to support ADU development. This includes generating guidance on the ADU permitting process for property

Contract with Ben Noble Planning for Objective Design Standards
September 24, 2020

owners. This guidance will be an explanatory brochure and new webpage on the City website. The SB2 grant ADU funds will also be used to create ADU prototype architectural plans. In October, staff will publish a request for proposals to identify local designers and architects interested in creating prototype ADUs. ADU prototypes are estimated to cost between \$15,000 to \$20,000. The SB2 Grant budget includes \$85,000 to fund four to five prototypes. These prototypes will be custom to fit within a typical Capitola rear yards and designed to be compliant with the building code. The plans will be available to Capitola property owners at no cost. Staff will provide updates to the City Council as this program becomes more defined.

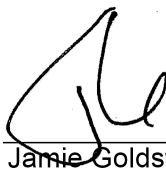
FISCAL IMPACT: There is no cost to the City as the funding has been awarded by the State of California Department of Housing and Community Development (HCD) through the SB2 grant.

ATTACHMENTS:

1. Ben Noble - SB2 Contract - 09.24.2020

Report Prepared By: Katie Herlihy
Community Development Director

Reviewed and Forwarded by:



Jamie Goldstein, City Manager 9/17/2020

**CITY OF CAPITOLA
PROFESSIONAL SERVICES AGREEMENT**

Contract Services to Update Zoning Code to add Objective Design Standards for Multifamily Residential
Ben Noble Urban and Regional Planning.

THIS AGREEMENT is entered into on September 24, 2020, by and between the City of Capitola, a Municipal Corporation, hereinafter called "City" and Ben Noble Urban and Regional Planning, hereinafter called "Consultant".

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

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

**SECTION 1
Scope of Services**

The services to be performed under this Agreement are for zoning code update consulting and further detailed in Appendix One.

**SECTION 2
Duties of Consultant**

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

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

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

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

**SECTION 3
Duties of the City**

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

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

SECTION 4 **Fees and Payment**

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

SECTION 5 **Changes in Work**

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

SECTION 6 **Time of Beginning and Schedule for Completion**

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

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

Work shall begin on or about **October 1, 2020**.

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

SECTION 7 **Termination**

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

SECTION 8 Insurance

Consultant shall procure and maintain for the duration of the contract and for 2 years thereafter, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, his agents, representatives, or employees.

Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial General Liability coverage (Occurrence Form CG 0001).
2. Insurance Services office Form Number CA 0001 covering Automobile Liability, Code 1 (any auto).
3. Workers' Compensation insurance as required by the State of California, and Employer's Liability Insurance.
4. Professional (Errors and Omissions) Liability insurance appropriate to the consultant's profession. Architects' and engineers' coverage shall include contractual liability.

Minimum Limits of Insurance

Consultant shall maintain limits no less than:

- | | |
|--|---|
| 1. General Liability:
(including operations, products and completed operations) | \$1,000,000 per occurrence and \$2,000,000 in aggregate (including operations, for bodily injury, personal and property damage. |
| 2. Automobile Liability: | \$1,000,000 per accident for bodily injury and property damage. |
| 3. Employer's Liability Insurance | \$1,000,000 per accident for bodily injury and property damage. |
| 4. Errors and Omissions Liability:
Limits | \$1,000,000 per claim and \$2,000,000 in the aggregate. |

Other Insurance Provisions

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

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

Acceptability of Insurers

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

Waiver of Subrogation

Contractor hereby agrees to waive rights of subrogation which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation. **The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the City of Capitola** for all work performed by the Contractor, its employees, agents and subcontractors.

Verification of Coverage

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

**SECTION 9
Indemnification**

For General Services: To the fullest extent permitted by law, Consultant agrees to indemnify, defend, and hold harmless the City, its directors, officers, and employees from and against any and all claims, demands, actions, liabilities, damages, judgments, or expenses (including attorneys' fees and costs) arising from the acts or omissions of Consultant's employees or agents in any way related to the obligations or in the performance of services under this Agreement, except for design professional services as defined in Civil Code § 2782.8, and except where caused by the sole or active negligence or willful misconduct of the City.

Attachment: Ben Noble - SB2 Contract - 09.24.2020 (Contract with Ben Noble Planning for Objective Design Standards)

For Design Professional Services under Civil Code §2782.8: To the fullest extent permitted by law, Consultant agrees to indemnify, defend, and hold harmless the City, its directors, officers, and employees from and against any and all claims, demands, actions, liabilities, damages, or expenses (including attorneys' fees and costs) arising from the negligence, recklessness, or willful misconduct of the Consultant, Consultant's employees, or agents in any way related to the obligations or in the performance of design professional services under this Agreement as defined in Civil Code §2782.8, except where caused by the sole or active negligence, or willful misconduct of the City. The costs to defend charged to the Consultant relating to design professional services shall not exceed the Consultant's proportionate percentage of fault per Civil Code §2782.8 and against all claims, damages, losses, and expenses including attorney fees arising out of the performance of the work described herein, caused in whole or in part by any negligent act or omission of the Consultant, Consultant's employees, agents or subcontractors, except where caused by the active negligence, sole negligence, or willful misconduct of the City.

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

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

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

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

SECTION 12 **Assignment**

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

SECTION 13 **Amendments**

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

SECTION 14 Miscellaneous Provisions

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

Professional Services Agreement 09/24/2020
Zoning Code/LCP Consulting Services
Ben Noble City and Regional Planning
Page 7

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

CONSULTANT
Ben Noble City and Regional Planning.
733 Carmel Avenue
Albany, CA 94706

By: _____
Benjamin Goldstein, City Manager

By: _____
Ben Noble City and Regional Planning.

Dated: _____

Dated: _____

Approved as to Form:

Samantha W. Zutler, City Attorney

Dated: _____

Attachment: Ben Noble - SB2 Contract - 09.24.2020 (Contract with Ben Noble Planning for Objective Design Standards)

APPENDIX ONE Scope of Services

City of Capitola Objective Standards for Multifamily and Mixed-Use Development

Scope of Work

Task 1: Existing Regulation Review & Recommended Approach

a. Existing Objective Standards Summary

Ben Noble will prepare a summary table of all existing objective standards that apply to multifamily and mixed-use residential development. SB 35 defines objective standards as “standards that involve no personal or subjective judgment by a public official and are uniformly verifiable by reference to an external and uniform benchmark or criterion available and knowable by both the development applicant or proponent and the public official prior to submittal.”

The summary table will list standards currently in the Title 17 Outside the Coastal Zone, in anticipation that the Coastal Commission will certify the updated Zoning Code in early 2021. Example existing objective standards include zoning district development standards (e.g., height, setbacks), landscape standards in Section 17.72.060, and parking design and development standards in Section 17.76.060. Some design criteria in 17.120.070, such as building entrance orientation requirements, qualify as objective standards. The summary table will also include objective standards in the General Plan.

The summary table will incorporate an appropriate level of detail to help guide project decision making. The summary table may be incorporated into an objective standards checklist for use by City staff and applicants upon project completion.

b. Existing Subjective Requirements Summary

Ben Noble will prepare a summary table of all existing subjective requirements that apply to multifamily and mixed-use residential development. Examples of existing subjective requirements include most design review criteria in Section 17.120.070, findings for approval of historic alteration permit (17.84.070.I), and preservation measures in Archaeological Survey Reports required by 17.56.020. The summary table will also include applicable design-related subjective requirements in the General Plan.

c. Recommended Approach Memorandum

Ben Noble will prepare a memorandum describing a recommended approach to the new objective standards for multifamily and mixed-use development (“objective standards”). The memorandum will describe a general approach to the objective standards (e.g., variation in standards based on project location, type, and size). For each existing subjective requirement, the memorandum will recommend one of three options: 1) replace the requirement with a new objective standard; 2) keep the requirement and add a new objective standard; or 3) keep the requirement and do not add an objective standard. If needed, the memorandum will include options on particularly important issues (e.g., historic resources).

Before preparing the memorandum, Ben Noble will participate in a Zoom work session with City staff to discuss and refine the desired approach.

d. Planning Commission Meeting 1

Ben Noble will participate in a virtual on-line meeting with the Planning Commission to receive feedback on the recommended approach memorandum.

e. City Council Meeting 1

Ben Noble will participate in a virtual on-line meeting with the City Council to receive feedback on the recommended approach memorandum.

Task 2: Objective Standards Drafting

a. Objective Standards Outline

Ben Noble will prepare an outline for the new objective standards. The outline will identify where in the Zoning Code the standard will be located, and generally what the standard will require.

b. Stakeholder Meeting 1

Ben Noble will participate in a virtual on-line meeting with local architects, developers, and property owners to receive feedback on the objective standards outline.

c. First Draft Objective Standards

Ben Noble will prepare a first draft set of objective standards. The budget assumes the standards will be tailored to different locations in Capitola and different development types and project sizes. Bottomley Design & Planning will prepare graphics to illustrate the standards.

d. Stakeholder Meeting 2

Ben Noble will participate in a virtual on-line meeting with local architects, developers, and property owners to receive feedback on the first draft objective standards.

e. Memo of Stakeholder Recommendations

Ben Noble will prepare a memo summarizing the stakeholder comments and a revised draft objective standards to address stakeholder comments as needed.

Task 3: Public Review and Adoptions

a. Planning Commission Hearings

Ben Noble will attend two in-person Planning Commission hearings to present and receive feedback on the objective standards. Ben Noble will prepare a memo summarizing the Planning Commission comments and a revised draft of objective standards to address Planning Commission comments as needed.

b. City Council Meeting Hearings

Ben Noble will attend two in-person City Council hearings for the review and adoption of the objective standards. Ben Noble will prepare a memo summarizing the City Council comments.

c. Final Objective Standards

Ben Noble will finalize the objective standards for codification into the Municipal Code.

Professional Services Agreement 09/24/2020
 Zoning Code/LCP Consulting Services
 Ben Noble City and Regional Planning
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Task	Noble	Bottomley	Total
Task 1: Existing Regulation Review & Recommended Approach			
a. Existing Objective Standards Summary	\$2,400	\$400	\$2,800
b. Existing Subjective Guidelines Summary	\$2,400	\$400	\$2,800
c. Recommended Approach Memorandum	\$3,300	\$600	\$3,900
d. Planning Commission Meeting 1	\$1,500		\$1,500
e. City Council Meeting 1	\$1,500		\$1,500
Task 2: Objective Standards Drafting			
a. Objective Standards Outline	\$1,200	\$400	\$1,600
b. Stakeholder Meeting 1	\$900	\$400	\$1,300
c. First Draft Objective Standards	\$7,200	\$4,000	\$11,200
d. Stakeholder Meeting 2	\$1,200	\$400	\$1,600
e. Revised Draft Standards	\$2,700	\$1,500	\$4,200
Task 3: Public Review and Adoptions			
a. Planning Commission Hearings (2)	\$4,800		\$4,800
b. City Council Meeting Hearings (2)	\$4,800		\$4,800
c. Final Objective Standards	\$1,500	\$1,500	\$3,000
Labor Cost	\$35,400	\$9,600	\$45,000
Expenses			
Travel	\$900		
GRAND TOTAL	\$36,300	\$9,600	\$45,000

APPENDIX TWO Fees and Payments

Consultant will provide invoices to the City for all services and expenses on a monthly basis. City will endeavor to pay all invoices within 30 days of receipt. The total amount billed by Consultant and paid by City pursuant to this agreement shall not exceed \$45,000 without written advance authorization from the City.

Payment will be made at the rates set forth in the attached fee schedule for all time charged to the project.

In no event shall the total fee charged for the scope of work set forth in Appendix One exceed the total budget of \$45,000 (Forty-five Thousand Dollars and Zero Cents), without specific, written advance authorization from the City.

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

"I hereby certify as principal of the firm of Ben Noble Urban and Regional Planning, that the charge of \$45,000 as summarized above and shown in detail on the attachments is fair and reasonable, is in accordance with the terms of the Agreement dated September 24, 2020, and has not been previously paid."



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF SEPTEMBER 24, 2020

FROM: Community Development

SUBJECT: REAP Grant Resolution for Housing Element Update

RECOMMENDED ACTION: Approve the proposed resolution authorizing application for, and receipt of, \$65,000 in Regional Early Action Planning (REAP) grant funds to update the Housing Element of the City's General Plan.

BACKGROUND: In July 2020, the Association of Monterey Bay Area Governments (AMBAG) announced the release of the Regional Early Access Planning (REAP) grant application. The adopted FY 2019-20 California Budget (AB 74) and associated housing trailer bill (AB 101) established the Local Government Planning Support Grants Program which made REAP funding available to the California Central Coast region to fund housing planning activities. Based upon the approved sub-allocation approach from the Central Coast Housing Working Group and the AMBAG Board of Directors, the City of Capitola is eligible for up to \$65,000 in grant funding.

DISCUSSION: REAP grant funding may be used for technical assistance, preparation, and adoption of planning documents and process improvements to accelerate housing production and facilitate compliance to implement the sixth cycle of the Regional Housing Needs Allocation (RHNA). Since 1969, the State of California has required that all local governments adequately plan to meet the housing needs of everyone in the community. Cities meet this requirement by updating the housing element of the general plan every five to eight years in alignment with the state housing cycles. The City of Capitola is currently in the fifth housing cycle with a certified 2015–2023 housing element. Capitola is required to update its housing element and have it certified by the California Department of Housing and Community Development (HCD) prior by December 15, 2023.

Staff proposes the City request the full \$65,000 to facilitate updating the Housing Element of the Capitola General Plan for the upcoming sixth housing cycle (2024 – 2031).

FISCAL IMPACT: There is no cost to apply for or accept REAP grant funds.

Report Prepared By: Katie Herlihy
Community Development Director

REAP Grant Resolution for Housing Element Update
September 24, 2020

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

9/17/2020

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF CAPITOLA AUTHORIZING APPLICATION FOR, AND RECEIPT OF,
REGIONAL EARLY ACTION PLANNING GRANT FUNDS**

WHEREAS, Governor Gavin Newsom signed Assembly Bill 101 in September 2019, which established the Local Government Planning Support Grants Program which allocates \$125 million in housing planning funds to regional entities throughout the state; and

WHEREAS, the California Department of Housing and Community Development (HCD) has been assigned as the state agency overseeing this program; and

WHEREAS, the provisions of AB 101 require the California Central Coast's Councils of Government form a multiagency group comprising three representatives from each of the region's five counties to administer approximately \$8 million in housing planning funds dedicated to the Central Coast region through the Regional Early Action Planning (REAP) grant; and

WHEREAS, the Central Coast Housing Working Group has been established as the multiagency working group to administer these REAP funds pursuant to AB 101; and

WHEREAS, the Association of Monterey Bay Area Governments (AMBAG) will serve as the fiscal agent of the Central Coast Housing Working Group and will staff the group; and

WHEREAS, AMBAG will use three percent of the AB 101 Central Coast regional funding to administer the mega regional grant program, staff the Central Coast Housing Working Group, provide required reporting, and provide oversight of the grant program from 2020 to 2024; and

WHEREAS, AMBAG will allocate AB 101 housing planning funds to the four COGs in the Central Coast area: AMBAG, the San Luis Obispo Council of Governments, the Santa Barbara County Association of Governments, and the Council of San Benito County Governments; and

WHEREAS, the City of Capitola is eligible to submit a request for allocation for a portion of Central California AB 101 housing planning funds from AMBAG; and

WHEREAS, the amounts allocated to the Association of Monterey Bay Area Governments (AMBAG) are based on the allocation method approved by the Central Coast Housing Working Group; and

WHEREAS, the amounts allocated to the City of Capitola will be based on the allocation method approved by AMBAG; and

WHEREAS, AMBAG shall approve allocation requests subject to the terms and conditions of eligibility, guidelines, Notices of Funding Availability, and program

REAP Grant Resolution for Housing Element Update
September 24, 2020

requirements.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Manager of the City of Capitola is hereby authorized to request an allocation not to exceed **\$65,000** from the Association of Monterey Bay Area Governments which acts on behalf of the Central Coast Housing Working Group, and
2. The City Manager of the City of Capitola is hereby authorized to enter into agreements, and take further actions as may be necessary to give effect to this resolution, such as executing amendments and approving funding applications with the Association of Monterey Bay Area Governments for REAP grant funding.

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 24th day of September, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Kristen Petersen, Mayor

ATTEST:

Chloe Woodmansee, City Clerk



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF SEPTEMBER 24, 2020

FROM: Finance Department

SUBJECT: Consider Request to Fill Account Clerk Position Upon Its Vacancy

RECOMMENDED ACTION: Authorize staff to recruit for and fill the three-quarter time Account Clerk position and utilize part-time temporary help during the recruitment process.

BACKGROUND: One of the first actions taken by the City at the beginning of the Coronavirus Pandemic (COVID-19) was to institute a hiring freeze for six vacant positions. During labor negotiations, three additional positions were vacated and subsequently frozen. The total of nine frozen positions were not included in the FY 2020-21 budget; however, all other approved positions were included in the budget.

DISCUSSION: At the September 10, 2020, City Council meeting, staff informed Council that since the start of Fiscal Year (FY) 2020-21, one police officer has resigned, and the City has received notification of two planned retirements; a parking enforcement officer and the senior mechanic. All three of these positions are critical to the on-going operations of the City and were included in the Adopted FY 2020-21 Budget. At the September meeting, Council authorized staff to recruit for and fill these three positions as they became vacant.

On September 16, staff received a two-week resignation letter from the current three-quarter time Account Clerk. The Account Clerk's primary responsibilities are monthly invoicing and payment processing, annual business license processing, and invoicing and payment processing for the Capitola Village and Wharf Business Improvement Area assessments. The Finance Department staffing, following this resignation, will be reduced from 3.75 full-time equivalent (FTE) positions to 2.00 FTE's; consisting of the Senior Accountant and Finance Director.

Staff is requesting a modification of the current hiring freeze and authorization to recruit for and fill the three-quarter time account clerk position once the position has been vacated. Recruitment for this position is expected to take approximately eight weeks. Staff is also requesting to utilize temporary help during the recruitment process. At this time, staff is not requesting to fill the other nine positions frozen in the budget as the savings from these vacant positions was included in the Adopted FY 2020-21 Budget.


FISCAL IMPACT: The three-quarter time Account Clerk was included in the Adopted FY 2020-

Request to Fill Vacant Position
September 24, 2020

21 Budget and therefore there is no fiscal impact associated with filling the position once it is vacated. If approved, savings from vacant Account Clerk position will be used to cover the cost of part-time temporary help during the recruitment process.

Report Prepared By: Jim Malberg
Finance Director

Reviewed and Forwarded by:



Jamie Goldstein, City Manager 9/17/2020



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF SEPTEMBER 24, 2020

FROM: City Manager Department

SUBJECT: Receive Update on the City's 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: On June 24, 2020, the Santa Cruz County Health Officer issued a health order requiring the continued use of face coverings and reaffirming social distancing requirements. This health order is in place indefinitely, and failure of the public to comply is a misdemeanor. Capitola's Emergency Order 5-2020 makes failure to comply with this health order either an infraction or administrative citation subject to fines of \$100, \$200, and \$500 for one, two, and three violations within a calendar year. The County Health Officer has incorporated all Orders of the State Public Health Officer which set baseline statewide restrictions on travel and non-residential business activities.

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 cases and positivity. The tiers are: Purple – Widespread; Red – Substantial; Orange – Moderate; Yellow – Minimal.

Measures*	Higher Risk → Lower Risk of Community Disease Transmission			
	Widespread Tier 1	Substantial Tier 2	Moderate Tier 3	Minimal Tier 4
New cases**/100,000 population per day (7 day average; 7 day lag)	>7	4-7	1-3.9	<1
Testing % Positivity (7 day average; 7 day lag)	> 8%	5-8%	2-4.9%	<2%

On September 8, 2020, Santa Cruz County moved from the Purple – Widespread tier to the Red – Substantial tier of the Blueprint. A lessening of some restrictions is allowed for counties within the Red – Substantial tier, such as opening restaurants, places of worship, movie theaters, gyms, and some personal care services for modified indoor service.

COVID-19 Emergency- Update 11
September 24, 2020

As of September 18, 2020, there are 2,189 cases of COVID-19 in Santa Cruz County and 59 cases in the City of Capitola. There have been eight deaths due to COVID-19.

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

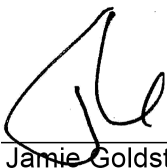
When the County of Santa Cruz Health Agency announced that Santa Cruz had been moved to the Red Tier, the public was also advised that a surge in COVID-19 cases is anticipated due to the necessary evacuations caused by the CZU August Lightning Complex Fires. If the case rate goes up, Santa Cruz County could return to the Purple – Widespread tier sometime in September.

If significant changes occur within Santa Cruz County between the date of agenda publication and the City Council meeting, further updates on the regional and local coronavirus response can be provided in a verbal report at the meeting.

FISCAL IMPACT: As previously stated, reductions in Sales Tax and Transient Occupancy Tax as a result of this health crisis is substantial. In our current fiscal year, staff projects an approximate \$1.5 million shortfall and has cut nearly \$4.5 from the annual budget.

Report Prepared By: Chloe Woodmansee
Interim City Clerk

Reviewed and Forwarded by:



Jamie Goldstein, City Manager 9/17/2020



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF SEPTEMBER 24, 2020

FROM: Capitola Recreation

SUBJECT: Consider a Partnership with Santa Cruz County Parks for Recreation's Out-of-School Time Program

RECOMMENDED ACTION: Authorize the City Manager to enter a Memorandum of Understanding (MOU) with Santa Cruz County Parks to collect revenue and reimburse Capitola for up to \$125,000 ~~in expenses~~ for Capitola Recreation's Out-of-School Time (OST) program.

BACKGROUND: For the 2020/21 school year, Capitola Recreation, in partnership with the Soquel Union Elementary School District (SUESD), launched the Out-of-School Time (OST) program to assist students and working families by providing a distance learning "classroom," recreation activities, homework support, and healthy snack. The program is operated under the childcare guidance provided by the California Department of Public Health (CDPH) and Santa Cruz County Public Health Orders.

Each student is enrolled in a stable group or pod. Students do not change groups and group do not mix with each other. Each group is assigned stable staff and a specific room that is not shared with any other group. Capitola Recreation, in partnership with Shorelife Community Church and SUESD, can provide space for six stable groups using multiple sites within the City.

The program was proposed with a revenue neutral budget such that the fee for the program was set only to cover the direct staff wage cost and program supplies, without any administrative cost. The fee for this program was set at \$34 per day for residents and \$43 per day for non-residents in the elementary program and \$37 per day for residents and \$46 per day for non-residents in the middle school program. In order to address further affordability, Capitola Recreation has partnered with the Capitola Public Safety and Community Services Foundation (Capitola Foundation) to review scholarship applications and disburse awards from a City Council allocated scholarship fund.

While these strategies have provided for an affordable program, City fees are still higher than what other similar or subsidized recreation programs charge.

DISCUSSION: Staff was approached by the Santa Cruz County Department of Parks, Open Spaces, and Cultural Services (County Parks), which currently run similar distance learning and enrichment programs, to enter into a partnership with the goal of reducing the current fee charged to registered families.

The partnership would require the City to enter a Memorandum of Understanding (MOU) with

County Grant - OST
September 24, 2020

County Parks ending on December 31, 2020 in which County Parks would reimburse the City for all direct OST expenses incurred for October, November, and December up to \$125,000. County Parks would assume responsibility for collecting fees from registered participants. The participant fee would be reduced to \$20 per day for residents and \$25 per day for non-residents; totaling around \$72,900 of revenue for the months of October, November, and December. City staff would have access to County Parks registration system (ActiveNet); requiring an additional Data Privacy Agreement and allowing Capitola Recreation to serve its traditional support role in answering questions and assisting participants registering in the ActiveNet system.

FISCAL IMPACT: No significant fiscal impact. If Council authorizes the City Manager to enter an MOU with County Parks, a budget amendment to accept the County revenue is required and will be heard by Council at the October 8 regular meeting.

Report Prepared By: Nikki Bryant LeBlond
Recreation Supervisor

Reviewed and Forwarded by:



Jamie Goldstein, City Manager 9/18/2020



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF SEPTEMBER 24, 2020

FROM: City Manager Department
SUBJECT: Receive Update Regarding City Website

RECOMMENDED ACTION: Receive update and provide comments.

BACKGROUND: The City's current website was designed and launched in 2013 by Aha Publishing (now MuniCode). In December 2019, staff began to prepare for an eventual website redesign through the current website provider. Staff members met with MuniCode and learned about new options, along with design enhancements, backend functionality improvements, and additional accessibility features.

Staff was already evaluating an update to the City website prior to the outbreak of COVID-19 in early 2020. In March, the pandemic began to heavily affect day-to-day City operations, and City Council authorized Emergency Grant Funding for a website update on April 9, 2020.

DISCUSSION: In March, Capitola City Hall was closed to the public. The pandemic was declared a local emergency, and Capitola residents looked to the City for up-to-date information on the health crisis. Most City services were made available online to promote social-distancing and stop the spread of COVID-19. The City's website was, more than ever, an essential resource for the local community and beyond. Staff recognized that a redesigned website, with a focus on accurate information that is easy for members of the public to find, was a priority.

City Manager Department staff met with representatives from each City department to discuss current pain-points and hear departmental goals. All departments identified old content and removed any no longer used forms and any broken links. A Citywide goal to have all PDF forms updated to be "fillable" was achieved earlier than expected due to the changing needs of staff and the public because of COVID-19.

Meanwhile, starting at the end of April 2020, staff held several meetings with MuniCode representative and collaborated on a design scheme. A newly organized drop-down menu was designed for the public to easily access information; even if they are not exactly certain what they are looking for, or how the City refers to it. Metrics were used to decide which department highlights should be included, based on what the public views most. New homepage features, such as a spotlight window and a more visually appealing Community News section, were selected based on historic metrics and more recent usage patterns since March 2020, to determine which information the public is accessing now due to COVID-19. Three further meetings were held to solidify the new website design; including a meeting with designated

Website Update Workshop
September 24, 2020

Council representative Vice-Mayor Brooks.

Beginning mid-August, MuniCode staff conducted a thorough ADA (Americans with Disabilities Act) check and tested all features to ensure that the website functions correctly. Capitola City staff did a vigorous content check to confirm that all information is accurate and accounted for. Redesigned landing pages for the Recreation Division and City Council will be prepared that use upgraded, newly available, features.

Staff projects that the new City of Capitola website will be live for the public's access within the next few weeks. Staff will notify Council when the new website is live and accessible.

FISCAL IMPACT: The overall cost of the website upgrade is estimated to be \$4,000. \$3,500 in Emergency Grant Funding was allocated for this project by Council on April 9, 2020.

Report Prepared By: Chloe Woodmansee
Interim City Clerk

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

9/17/2020



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF SEPTEMBER 24, 2020

FROM: Capitola Recreation

SUBJECT: Capitola City Park Use Permits

RECOMMENDED ACTION: Approve a temporary City Park Use Permit program for fitness and exercise classes during the COVID-19 pandemic.

BACKGROUND: The COVID-19 pandemic has caused significant disruption to fitness and exercise classes that would typically take place at indoor facilities. When indoor classes are allowed, the number of participants is limited by the size of the indoor space. On July 29, 2020, the California Department of Public Health (CDPH) released industry guidance for fitness facilities, which recommends moving classes outdoors when possible to ensure social distancing guidance can be met.

Capitola Recreation has witnessed significant class activity in our parks and have been approached by many members of the public inquiring about a process to rent space in City parks to conduct their business fitness classes. Currently the only avenues available for such activity would be to conduct a class through the Capitola Recreation Class Program or to enter into a Sport Facility Rental Agreement. For brick and mortar businesses, the fees associated with the current programs may be cost prohibitive or significantly alter their business model. Implementing an Outdoor Park Use Permit will allow Capitola Recreation to ensure available space for the existing demands on public land and open space and reduce potential conflicts. As proposed, the program will remain in place as long as the Public Health Order issued by the County Health Officer is in effect.

DISCUSSION: The City of Capitola is interested in supporting individuals and businesses temporarily displaced from their physical locations due to the COVID-19 pandemic. Capitola Recreation can offer limited public spaces for rent to host outdoor fitness classes/specialty classes while emergency declarations for the pandemic exist. Staff aims to support the economic viability of local businesses by creating a process for specific individuals and businesses negatively impacted in this way. This process would not alter Recreation's current class program or the Sport Facility Rental Permit process.

As proposed, those seeking an Outdoor Park Use Permit for fitness and exercise classes during the COVID-19 pandemic would submit an Outdoor Park Use Application packet; including an Outdoor Park Use Application, a current City of Capitola business license, COVID-19 protocols for operation of activity, and current certificate of insurance and endorsements. Upon application

Park Use Permits
September 24, 2020

approval, the individual or business could rent available park spaces for their fitness or specialty class with proposed rental rates of \$9 per hour for non-profit organizations and \$16 per hour for commercial businesses. These rates are consistent with the programs offered by the City of Santa Cruz and Santa Cruz County.

FISCAL IMPACT: No significant fiscal impact. Estimated annual income for this program is less than \$5,000.

ATTACHMENTS:

1. Fitness and Exercise Park Use COVID Guidelines_update (PDF)

Report Prepared By: Nikki Bryant LeBlond
Recreation Supervisor

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

9/18/2020



City of Capitola Recreation Department
 4400 Jade Street Capitola, California, 95010
 Front Desk: (831) 475-5935
www.cityofcapitola.org/recreation

Temporary City Park Rental Guidelines for Fitness and Exercise Classes during COVID Pandemic

Introduction:

The City of Capitola is working to support individuals and businesses who have been forced to temporarily close their doors and classes down due to COVID-19. The City of Capitola is able to offer limited public spaces for rent to be used as a location to host outdoor fitness classes/ specialty classes while the shelter-in-place orders are effective. City staff aim to support the economic viability of local businesses and create a simple process that will allow the rental of City parks and open spaces during the COVID-19 pandemic, consistent with State and County Orders and guidelines.

To make a reservation: Reservations are made on a first come, first served basis and can be made up to six months in advance. Minors (under 18) are not eligible to reserve facilities. To make a reservation, you must submit an **Outdoor Park Use Application Packet**, which includes an Outdoor Park Use Application, a current City of Capitola business license, COVID protocols for proposed activity, and current certificate of insurance and endorsements, to Capitola Recreation office between 8:30 am and 4:30 pm Monday to Friday. Once you submit an application, the Recreation Coordinator will work with you to collect and review the required business documentation and will issue you an Outdoor Park Use Fitness Permit. Once you have a permit, you will be able to make your reservations through Capitola Recreation Front Desk. A reservation must be made before 4:00 pm on Wednesday for the following week. Full payment is required when the reservation is made.

Reservations:

- City of Capitola outdoor facilities may be reserved daily between 8:00 am to dusk. All outdoor facilities must be reserved for a minimum of 2 hours. Entrance to the facility is permitted for the time approved on the permit. Renters (permittees) are expected to leave at the time specified. The reserved time period must include all set-up and clean-up time. If the time limits are exceeded, the permittee will be charged an overtime rate of 1 ½ times the hourly rental rate.
- Reservations may be cancelled in writing not less than 14 business days prior to the scheduled reservation, with a cancellation fee of \$100 or 50% of the rental rate, whichever is less. Cancellations of less than 14 business days receive no refund. Refunds are not given for inclement weather.
- Fitness program/specialty class reservations require a 4-date minimum per month, 2-hour minimum per date.

Group Size:

Classes must be planned and implemented to incorporate all social distancing guidelines and provide a minimum of 36 sq ft. per registered individual. Maximum group size is 12. This includes instructors and participants.



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Public Health Guidelines

Permittee is solely responsible for ensuring compliance with all requirements outlined by Santa Cruz County Public Health and California Industry Guidelines related to [Fitness Centers](#). The City bears no responsibility for monitoring Permittee compliance with these public health regulations. Permittee must ensure that all participants adhere to the criteria set forth by the California Public Health Department as follows:

- Individuals and vendors are required to follow [Santa Cruz County Face Covering Order](#) issued on June 24, 2020.
- Permittee must have submitted a Social Distancing Protocol to the City, and providing such protocol to any vendors and participants.
- Any handwashing and disinfecting procedures required by State or County Orders or guidelines.

Rental Rates

Different rental rates apply for resident, non-resident, nonprofit, and commercial permittees:

Nonprofit Rate \$9.00/hr; Commercial Rate \$16.00/hr

Facility Options

Facility Name	Location	Capacity	Description
Jade St Patio	Jade St Community Center	243 sq ft	Paved
Jade St Park Field	Jade St Park	61,000 sq ft	Grass
Jade St Softball Right Field	Jade St Park	25,500 sq ft	Grass
Jade St Softball Left Field	Jade St Park	25,400 sq ft	Grass
Jade St Basketball Court	Jade St Park	4770 sq ft	Paved
Nobel Creek Park	Nobel Creek Park	56,628 sq ft	Grass
Monterey Park Soccer Field	Monterey Park	32670 sq ft	Grass
Monterey Park Softball Field	Monterey Park	43560 sq ft	Grass and Sand

** Measurements and estimates were vetted through Google

Program Expiration

This program shall expire upon the rescission of the [Order of the Health Officer of the County of Santa Cruz Directing Individuals to Shelter in Place](#) originally issued on March 31, 2020, and any subsequent order extending the shelter in place requirements.

Parking

All vehicles associated with a reservation permit and/or park use must abide by all applicable vehicle and parking statutes and regulations.



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Public Use

You are reserving a space at a City of Capitola Park. The park will remain open for use by others. At some parks there may be other events happening at the same time as yours. You may not exclude the public from any site nor obstruct the public right-of-way to parks, beaches, and coastal access points. Outdoor facility use cannot interrupt or impede upon the orderly flow of automobile or bicycle traffic on any streets or pedestrian right of way adjacent to the location, nor make them unavailable for vehicle, bicycle or pedestrian use.

Insurance Requirements

- **Liability:** A permit will be issued when a current certificate of insurance of (\$1,000,000) liability insurance naming the City of Capitola has been provided.
- **Workers Compensation:** Proof of a current Worker's Compensation Policy for any employees that are providing instruction of the permittee.

Waiver

A permit will be issued when a sample participant waiver of liability has been submitted for review and meets the approval of the City of Capitola Risk manager. An example with necessary language has been provided for reference and incorporation.

Alcohol

Alcohol consumption is not permitted in the City of Capitola outdoor facilities under this permit.

Smoking

Smoking and tobacco products are prohibited.

Sound Amplification

Public address systems, electronic equipment, live music and amplification are subject to restrictions.

Damage

Any damage done to the facility or grounds during your class, any additional clean-up required after your event(s), will be charged consistent with the cost of the repair, including staff time at staff rates to perform the repair. Permittee is responsible for all costs and fees.

Sub-Lease

Permittee shall not assign or sub-lease any portion of the premises, or any rights under approved permit, without prior written approval of the City of Capitola.

Lost Items

City of Capitola is not responsible for theft or any items left behind. If you choose to bring in equipment for your fitness class, it must be arranged to be delivered and removed the same day within your reservation timeframe.



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Decorating

No staples, tacks, nails, screws, or stakes longer than 6 inches permitted. Release of balloons, birds, butterflies are prohibited. No confetti or rice throwing.

Flammable Materials

Candles, fuels and hazardous materials will not be permitted in the park buildings, facilities and grounds. Fires must be confined to designated fireplaces and barbecue areas. Portable barbecues and cook stoves (i.e. propane stoves) are not permitted.



City of Capitola Recreation Department

TEMPORARY PARK RENTAL

Organization / Representative: _____

Address: _____

Activity: _____

Phones/ Email: _____

Business License # _____

Which City facility is your group renting? Please refer to the Facility Options section included in this packet.

Day(s)	Time(s)	List all dates for which you would like to rent this facility

Rental Agreement

This permit is subject to all valid claims, and Permittee shall pay for any damage, repair, or loss of property resulting from their use. The permit is issued for the date and hours as stated above and is revocable at the will of the City of Capitola. Use of the facilities by children is granted, only if supervised by an adult. All permitted use by groups is at the Permittee's own risk. The City of Capitola, and its employees shall not be responsible for any accidents or liability claims resulting from the agreed rental use of these facilities.

FOR OFFICE USE ONLY

TOTAL # HOURS _____ x RENTAL COST / HOUR \$ _____ = TOTAL RENTAL Cost: \$ _____

PROOF OF INSURANCE BUSINESS LICENSE COVID 19 PROTOCOLS

Payment Due	Amount Paid	Receipt #	Date	Balance Due
Payment 1				
Payment 2				

I have read the Rental Agreement and agree to; abide by it; supervise all activities, participants, and spectators; and accept all responsibility for the use of the facility and for any problems associated with its use. I have read and will implement all Covid-19 safety protocols:

Permittee's Signature & Agreement: _____ Date: _____

Capitola Recreation Staff _____ Date: _____

SUBMIT FORM

Attachment: Fitness and Exercise Park Use COVID Guidelines_update (Park Use Permits)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF SEPTEMBER 24, 2020

FROM: Public Works Department

SUBJECT: Consider a Resolution Approving Application for the State Parks Per Capita Grant Program

RECOMMENDED ACTION: Adopt resolution Authorizing Submission of an Application to California State Parks for Proposition 68 Per Capita Grant Funds

BACKGROUND: In 2018 California voters passed Proposition 68; providing funding for drought protection, water resources, park development, and climate and coastal protection. The program is administered by California State Parks and includes a per capita allocation to various public agencies (such as cities, counties, and recreation districts) that provide the resources outlined in the legislation. State Parks has recently released guidance documents for the regulatory process of allocating and delivering the per capita grant. Based on the determinations by the State, the “per capita” allocation for each city and recreation district, including the City of Capitola, is \$177,952. A FAQ sheet and allocation table are included as Attachment 1.

DISCUSSION: Since the passage of Proposition 68 and the announcement of the per capita allocation, City staff has earmarked this funding for the Rispin Park Project. The Rispin Park Project has been partially funded in the Capital Improvement Program since 2014. A portion of the park project was completed in 2016, when access improvements were constructed using general funds and other State Parks grant funding. The per capita grant includes regulations requiring a 20% funding match and that the project is completed by December 2023.

The adoption of the attached resolution is required to receive per capita funding. The resolution includes language for all programs funded by the legislation, not just the per capita grant program. Some of the language is more relevant to other programs, but the legislation is written such that all Proposition 68 resolutions must include the language developed by State Parks without modification. State Parks staff has assured Capitola Public Works staff that the Rispin Park Project meets the requirement of the capital outlay portion of the grant.

Upon Council’s adoption of the resolution, Public Works staff will complete the required application and supporting documents to submit by the December 23, 2020, deadline.

FISCAL IMPACT: The funding provided by the Proposition 68 grant will help close the funding gap for the project, but a shortage remains. Staff is investigating a competitive grant program

State Park Per Capita Grant Reso
September 24, 2020

also part of Proposition 68 to determine if that is a possible funding source.

A breakdown of the project budget is shown in the table below:

<u>Expenditures</u>	
Construction Estimate	\$ 824,297.10
<u>Revenue</u>	
General Fund (multiple year allocations)	\$ 456,290.00
Prop 68 Per Capita Grant	\$ 177,952.00
Total	\$ 634,242.00
<i>Funding Shortfall</i>	\$ 190,055.10

ATTACHMENTS:

1. Proposition 68 Per Capita Information (PDF)

Report Prepared By: Steve Jesberg
Public Works Director

Reviewed and Forwarded by:



Jamie Goldstein, City Manager 9/17/2020

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA AUTHORIZING
SUBMISSION OF AN APPLICATION TO CALIFORNIA STATE PARKS FOR PROPOSITION
68 PER CAPITA GRANT FUNDS**

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Per Capita Grant Program, setting up necessary procedures governing application(s); and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the grantee's Governing Body to certify by resolution the approval of project application(s) before submission of said applications to the State; and

WHEREAS, the grantee will enter into a contract(s) with the State of California to complete project(s);

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

1. Approves the filing of project application(s) for Per Capita program grant project(s); and
2. Certifies that said grantee has or will have available, prior to commencement of project work utilizing Per Capita funding, sufficient funds to complete the project(s); and
3. Certifies that the grantee has or will have sufficient funds to operate and maintain the project(s), and
4. Certifies that all projects proposed will be consistent with the park and recreation element of the City of Capitola's general plan (PRC §80063(a)), and
5. Certifies that these funds will be used to supplement, not supplant, local revenues in existence as of June 5, 2018 (PRC §80062(d)), and
6. Certifies that it will comply with the provisions of §1771.5 of the State Labor Code, and
7. (PRC §80001(b)(8)(A-G)) To the extent practicable, as identified in the "Presidential Memorandum--Promoting Diversity and Inclusion in Our National Parks, National Forests, and Other Public Lands and Waters," dated January 12, 2017, the [city/county/district] will consider a range of actions that include, but are not limited to, the following:

State Park Per Capita Grant Reso
September 24, 2020

- (A) Conducting active outreach to diverse populations, particularly minority, low-income, and disabled populations and tribal communities, to increase awareness within those communities and the public generally about specific programs and opportunities.
 - (B) Mentoring new environmental, outdoor recreation, and conservation leaders to increase diverse representation across these areas.
 - (C) Creating new partnerships with state, local, tribal, private, and non-profit organizations to expand access for diverse populations.
 - (D) Identifying and implementing improvements to existing programs to increase visitation and access by diverse populations, particularly minority, low-income, and disabled populations and tribal communities.
 - (E) Expanding the use of multilingual and culturally appropriate materials in public communications and educational strategies, including through social media strategies, as appropriate, that target diverse populations.
 - (F) Developing or expanding coordinated efforts to promote youth engagement and empowerment, including fostering new partnerships with diversity-serving and youth-serving organizations, urban areas, and programs.
 - (G) Identifying possible staff liaisons to diverse populations.
8. Agrees that to the extent practicable, the project(s) will provide work force education and training, contractor and job opportunities for disadvantaged communities (PRC §80001(b)(5)).
 9. Certifies that the grantee shall not reduce the amount of funding otherwise available to be spent on parks or other projects eligible for funds under this division in its jurisdiction. A one-time allocation of other funding that has been expended for parks or other projects, but which is not available on an ongoing basis, shall not be considered when calculating a recipient's annual expenditures. (PRC §80062(d)).
 10. Certifies that the grantee has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Procedural Guide; and
 11. Delegates the authority to the Director of Public Works (designated position, not name of person occupying position), or designee to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the grant scope(s); and
 12. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

State Park Per Capita Grant Reso
September 24, 2020

NOW, THEREFORE, BE IT FUTHER RESOLVED, by the City Council of the City of Capitola

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 24th day of September 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Kristen Peterson, Mayor

ATTEST:

Chloe Woodmasnee, Interim City Clerk



Proposition 68 Per Capita Program

Office of Grants and Local Services (OGALS)

Frequently Asked Questions

Grant Contracts and Projects

1. How does an agency receive a Per Capita grant contract?

Agencies must first attend a mandatory workshop. Second, each agency must submit one or more complete project applications that equal the amount of its allocation. Then a grant contract will be executed.

2. How does an agency submit a project application?

The Per Capita Procedural Guide provides information about the documentation needed as part of an application. OGALS will also be conducting technical assistance workshops to review the Procedural Guide.

3. What is the deadline for submitting a project application?

December 31, 2021. Agencies are encouraged to submit application packages digitally. The package must include all items listed on page 11 of the Procedural Guide prior to submitting to OGALS.

Projects

1. What type of projects are eligible?

Projects must be for capital outlay; that is, acquisition of land, or improvements to existing property beyond its original condition. Operation, maintenance, repairs are not eligible.

2. Can Per Capita grantees use Per Capita funds to pay for staff costs?

Staff time for working on grant administration, such as preparing payment requests is eligible, as is actual work done on the project. Staff time must be documented actual time, not estimates of time; benefit costs can be included in employee costs, but overhead costs, such as rent and utilities, cannot be charged to the grant.

Small Jurisdictions in Heavily Urbanized Counties

1. What is this Program?

Proposition 68 made \$10,375,000 available to cities and local districts with populations less than 200,000 in counties with populations greater than 500,000. These funds were allocated to eligible entities on a per person basis.

2. How will those funds be made available?

Grantees will receive separate contracts for these allocations; grantees receiving an allocation from this program and the regular Per Capita program, may combine the allocations and use them for a single project.

Match

1. Is there a required match for Per Capita grants?

There is a 20% match for projects that do not serve a severely disadvantaged community; projects are considered to be serving a severely disadvantaged community if there is such a community within one-half mile of the project site. See the Per Capita Fact Finder at <https://www.parksforcalifornia.org/percapita> for more information.

2. How do I calculate match?

Divide the Per Capita funds to be used on the project by 4. For a project using the entire allocation of \$177,952, the match will be \$44,488.

Total Project Cost	\$222,440
Minus Local Match (20%)	(44,488)
Grant Amount	\$177,952

3. Can the required match be waived?

No. The match is required by Prop 68; OGALS does not have authority to waive the match.

4. What if an agency cannot afford the required match?

If an agency cannot afford to provide the complete match, it can consider creating a smaller project for which it can afford the match. An agency may also consider transferring all or part of its allocation to another eligible entity. For more information about the transfer process, see page 54 of the Per Capita Procedural Guide.

Program Implementation

1. Proposition 68 stated that the minimum allocation was \$200,000 for Cities and Local Districts; why are these entities receiving a smaller allocation?

Proposition 68 provided \$111 million for City and Local District Per Capita; with 635 eligible entities, that provides \$174,803 per recipient. The Governor’s budget proposes to redirect \$2 million to supplement the amount available for City and Local District allocations. If approved, each of these allocations will be increased to \$177,952.

2. Now that allocations have been released, what do agencies need to do to receive these funds?

Agencies must attend a mandatory workshop and submit a complete application package to OGALS. Then a contract will be executed. At that point, agencies can begin to submit reimbursement payment requests for their projects.



Allocations for California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018 Per Capita Grant Program

All Allocations Rounded to the Thousands
County and Regional Park District Allocations
(40 Percent of \$185,000,000)

Rate of Allocations: \$1.64 Per Capita
(Minimum of \$400,000 for populations below 247,577)

Jurisdiction	Allocation
County of Alameda	\$ -
County of Alpine	\$ 400,000
County of Amador	\$ 400,000
County of Butte	\$ 400,000
County of Calaveras	\$ 400,000
County of Colusa	\$ 400,000
County of Contra Costa	\$ 400,000
County of Del Norte	\$ 400,000
County of El Dorado	\$ 400,000
County of Fresno	\$ 1,656,780
County of Glenn	\$ 400,000
County of Humboldt	\$ 400,000
County of Imperial	\$ 400,000
County of Inyo	\$ 400,000
County of Kern	\$ 1,473,040
County of Kings	\$ 400,000
County of Lake	\$ 400,000
County of Lassen	\$ 400,000
County of Los Angeles	\$ 16,739,730
County of Madera	\$ 400,000
County of Marin	\$ 427,730
County of Mariposa	\$ 400,000
County of Mendocino	\$ 400,000
County of Merced	\$ 455,590
County of Modoc	\$ 400,000
County of Mono	\$ 400,000
County of Monterey	\$ 631,430
County of Napa	\$ -
County of Nevada	\$ 400,000
County of Orange	\$ 5,044,010
County of Placer	\$ 633,810
County of Plumas	\$ 400,000
County of Riverside	\$ 3,945,380
County of Sacramento	\$ 2,515,780

Jurisdiction	Allocation
County of San Benito	\$ 400,000
County of San Bernardino	\$ 3,510,320
County of San Diego	\$ 5,487,140
County of San Francisco	\$ 1,444,120
County of San Joaquin	\$ 1,224,650
County of San Luis Obispo	\$ 456,230
County of San Mateo	\$ 828,430
County of Santa Barbara	\$ 739,670
County of Santa Clara	\$ 1,194,060
County of Santa Cruz	\$ 447,240
County of Shasta	\$ 400,000
County of Sierra	\$ 400,000
County of Siskiyou	\$ 400,000
County of Solano	\$ 715,590
County of Sonoma	\$ 814,650
County of Stanislaus	\$ 909,500
County of Sutter	\$ 400,000
County of Tehama	\$ 400,000
County of Trinity	\$ 400,000
County of Tulare	\$ 779,560
County of Tuolumne	\$ 400,000
County of Ventura	\$ 1,398,240
County of Yolo	\$ 400,000
County of Yuba	\$ 400,000
East Bay RPD	\$ 4,592,710
Midpeninsula ROSD	\$ 1,214,590
Monterey Peninsula RPD	\$ 400,000
Napa County RPOSD	\$ 400,000
Santa Clara Valley OSD	\$ 1,120,020

Note: A county with no allocation is due to an overlap with regional park district that operates and manages park and recreational areas and facilities for that population.

Attachment: Proposition 68 Per Capita Information (State Park Per Capita Grant Reso)

**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act
of 2018 - Per Capita Grant Program**

**City and District Allocations
Per Capita Program
(60 Percent of \$185,000,000 plus \$2,000,000)**

County	Jurisdiction	Allocation
Alameda	City of Alameda	\$ 177,952
Alameda	City of Albany	\$ 177,952
Alameda	City of Berkeley	\$ 177,952
Alameda	City of Dublin	\$ 177,952
Alameda	City of Emeryville	\$ 177,952
Alameda	City of Fremont	\$ 177,952
Alameda	City of Livermore	\$ 177,952
Alameda	City of Newark	\$ 177,952
Alameda	City of Oakland	\$ 177,952
Alameda	City of Piedmont	\$ 177,952
Alameda	City of Pleasanton	\$ 177,952
Alameda	City of San Leandro	\$ 177,952
Alameda	City of Union City	\$ 177,952
Alameda	Hayward Area RPD	\$ 177,952
Alameda	Livermore Area RPD	\$ 177,952
Alpine	Kirkwood Meadows PUD	\$ 177,952
Amador	City of Amador	\$ 177,952
Amador	City of Lone	\$ 177,952
Amador	City of Jackson	\$ 177,952
Amador	City of Plymouth	\$ 177,952
Amador	City of Sutter Creek	\$ 177,952
Amador	Jackson Valley Irrigation District	\$ 177,952
Amador	Pine Grove CSD	\$ 177,952
Amador	Volcano CSD	\$ 177,952
Butte	Chico Area RPD	\$ 177,952
Butte	City of Biggs	\$ 177,952
Butte	City of Chico	\$ 177,952
Butte	City of Gridley	\$ 177,952
Butte	City of Oroville	\$ 177,952
Butte	Durham RPD	\$ 177,952
Butte	Feather River RPD	\$ 177,952
Butte	Paradise RPD	\$ 177,952
Butte	Town of Paradise	\$ 177,952
Calaveras	City of Angels	\$ 177,952
Calaveras	Mokelumne Hill Veterans Memorial District	\$ 177,952

Attachment: Proposition 68 Per Capita Information (State Park Per Capita Grant Reso)

**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act
of 2018 - Per Capita Grant Program**

County	Jurisdiction	Allocation
Calaveras	San Andreas RPD	\$ 177,952
Colusa	Arbuckle PRD	\$ 177,952
Colusa	City of Colusa	\$ 177,952
Colusa	City of Williams	\$ 177,952
Colusa	Maxwell PRD	\$ 177,952
Contra Costa	Ambrose RPD	\$ 177,952
Contra Costa	Bethel Island MID	\$ 177,952
Contra Costa	City of Antioch	\$ 177,952
Contra Costa	City of Brentwood	\$ 177,952
Contra Costa	City of Clayton	\$ 177,952
Contra Costa	City of Concord	\$ 177,952
Contra Costa	City of El Cerrito	\$ 177,952
Contra Costa	City of Hercules	\$ 177,952
Contra Costa	City of Lafayette	\$ 177,952
Contra Costa	City of Martinez	\$ 177,952
Contra Costa	City of Oakley	\$ 177,952
Contra Costa	City of Orinda	\$ 177,952
Contra Costa	City of Pinole	\$ 177,952
Contra Costa	City of Pittsburg	\$ 177,952
Contra Costa	City of Pleasant Hill	\$ 177,952
Contra Costa	City of Richmond	\$ 177,952
Contra Costa	City of San Pablo	\$ 177,952
Contra Costa	City of San Ramon	\$ 177,952
Contra Costa	City of Walnut Creek	\$ 177,952
Contra Costa	Crockett CSD	\$ 177,952
Contra Costa	Kensington Police Protection and CSD	\$ 177,952
Contra Costa	Pleasant Hill RPD	\$ 177,952
Contra Costa	Town of Danville	\$ 177,952
Contra Costa	Town of Discovery Bay CSD	\$ 177,952
Contra Costa	Town of Moraga	\$ 177,952
Del Norte	City of Crescent City	\$ 177,952
El Dorado	Cameron Park CSD	\$ 177,952
El Dorado	City of Placerville	\$ 177,952
El Dorado	City of South Lake Tahoe	\$ 177,952
El Dorado	El Dorado Hills CSD	\$ 177,952
El Dorado	Fallen Leaf Lake CSD	\$ 177,952
El Dorado	Georgetown Divide RD	\$ 177,952
El Dorado	Tahoe Paradise RPD	\$ 177,952

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**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act
of 2018 - Per Capita Grant Program**

County	Jurisdiction	Allocation
Fresno	Calwa PRD	\$ 177,952
Fresno	City of Clovis	\$ 177,952
Fresno	City of Coalinga	\$ 177,952
Fresno	City of Firebaugh	\$ 177,952
Fresno	City of Fowler	\$ 177,952
Fresno	City of Fresno	\$ 177,952
Fresno	City of Huron	\$ 177,952
Fresno	City of Kerman	\$ 177,952
Fresno	City of Kingsburg	\$ 177,952
Fresno	City of Mendota	\$ 177,952
Fresno	City of Orange Cove	\$ 177,952
Fresno	City of Parlier	\$ 177,952
Fresno	City of Reedley	\$ 177,952
Fresno	City of San Joaquin	\$ 177,952
Fresno	City of Sanger	\$ 177,952
Fresno	City of Selma	\$ 177,952
Fresno	Coalinga-Huron RPD	\$ 177,952
Fresno	Del Rey CSD	\$ 177,952
Fresno	Lanare CSD	\$ 177,952
Fresno	Malaga County Water District	\$ 177,952
Glenn	City of Orland	\$ 177,952
Glenn	City of Willows	\$ 177,952
Glenn	Elk Creek CSD	\$ 177,952
Glenn	Hamilton City CSD	\$ 177,952
Humboldt	City of Arcata	\$ 177,952
Humboldt	City of Blue Lake	\$ 177,952
Humboldt	City of Eureka	\$ 177,952
Humboldt	City of Ferndale	\$ 177,952
Humboldt	City of Fortuna	\$ 177,952
Humboldt	City of Rio Dell	\$ 177,952
Humboldt	City of Trinidad	\$ 177,952
Humboldt	Manila CSD	\$ 177,952
Humboldt	McKinleyville CSD	\$ 177,952
Humboldt	North Humboldt RPD	\$ 177,952
Humboldt	Resort Improvement District No.1	\$ 177,952
Humboldt	Rohner Community PRD	\$ 177,952
Humboldt	Willow Creek CSD	\$ 177,952
Imperial	Bombay Beach CSD	\$ 177,952

Attachment: Proposition 68 Per Capita Information (State Park Per Capita Grant Reso)

**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act
of 2018 - Per Capita Grant Program**

County	Jurisdiction	Allocation
Imperial	City of Brawley	\$ 177,952
Imperial	City of Calexico	\$ 177,952
Imperial	City of Calipatria	\$ 177,952
Imperial	City of El Centro	\$ 177,952
Imperial	City of Holtville	\$ 177,952
Imperial	City of Imperial	\$ 177,952
Imperial	City of Westmorland	\$ 177,952
Imperial	Heber PUD	\$ 177,952
Imperial	Salton CSD	\$ 177,952
Imperial	Seeley County Water District	\$ 177,952
Inyo	City of Bishop	\$ 177,952
Kern	Bear Mountain RPD	\$ 177,952
Kern	Bear Valley CSD	\$ 177,952
Kern	Buttonwillow PRD	\$ 177,952
Kern	City of Arvin	\$ 177,952
Kern	City of Bakersfield	\$ 177,952
Kern	City of California City	\$ 177,952
Kern	City of Delano	\$ 177,952
Kern	City of Maricopa	\$ 177,952
Kern	City of Ridgecrest	\$ 177,952
Kern	City of Shafter	\$ 177,952
Kern	City of Taft	\$ 177,952
Kern	City of Tehachapi	\$ 177,952
Kern	City of Wasco	\$ 177,952
Kern	McFarland RPD	\$ 177,952
Kern	North of the River RPD	\$ 177,952
Kern	Shafter RPD	\$ 177,952
Kern	Stallion Springs CSD	\$ 177,952
Kern	Tehachapi Valley RPD	\$ 177,952
Kern	Wasco RPD	\$ 177,952
Kern	West Side RPD	\$ 177,952
Kings	City of Avenal	\$ 177,952
Kings	City of Corcoran	\$ 177,952
Kings	City of Hanford	\$ 177,952
Kings	City of Lemoore	\$ 177,952
Lake	City of Clearlake	\$ 177,952
Lake	City of Lakeport	\$ 177,952
Lassen	City of Susanville	\$ 177,952

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**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act
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County	Jurisdiction	Allocation
Lassen	Leavitt Lake CSD	\$ 177,952
Lassen	Westwood CSD	\$ 177,952
Los Angeles	City of Alhambra	\$ 177,952
Los Angeles	City of Arcadia	\$ 177,952
Los Angeles	City of Artesia	\$ 177,952
Los Angeles	City of Avalon	\$ 177,952
Los Angeles	City of Azusa	\$ 177,952
Los Angeles	City of Baldwin Park	\$ 177,952
Los Angeles	City of Bell	\$ 177,952
Los Angeles	City of Bell Gardens	\$ 177,952
Los Angeles	City of Bellflower	\$ 177,952
Los Angeles	City of Beverly Hills	\$ 177,952
Los Angeles	City of Bradbury	\$ 177,952
Los Angeles	City of Burbank	\$ 177,952
Los Angeles	City of Calabasas	\$ 177,952
Los Angeles	City of Carson	\$ 177,952
Los Angeles	City of Cerritos	\$ 177,952
Los Angeles	City of Claremont	\$ 177,952
Los Angeles	City of Commerce	\$ 177,952
Los Angeles	City of Compton	\$ 177,952
Los Angeles	City of Covina	\$ 177,952
Los Angeles	City of Cudahy	\$ 177,952
Los Angeles	City of Culver City	\$ 177,952
Los Angeles	City of Diamond Bar	\$ 177,952
Los Angeles	City of Downey	\$ 177,952
Los Angeles	City of Duarte	\$ 177,952
Los Angeles	City of El Monte	\$ 177,952
Los Angeles	City of El Segundo	\$ 177,952
Los Angeles	City of Gardena	\$ 177,952
Los Angeles	City of Glendale	\$ 177,952
Los Angeles	City of Glendora	\$ 177,952
Los Angeles	City of Hawaiian Gardens	\$ 177,952
Los Angeles	City of Hawthorne	\$ 177,952
Los Angeles	City of Hermosa Beach	\$ 177,952
Los Angeles	City of Hidden Hills	\$ 177,952
Los Angeles	City of Huntington Park	\$ 177,952
Los Angeles	City of Inglewood	\$ 177,952
Los Angeles	City of Irwindale	\$ 177,952

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**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act
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County	Jurisdiction	Allocation
Los Angeles	City of La Cañada Flintridge	\$ 177,952
Los Angeles	City of La Habra Heights	\$ 177,952
Los Angeles	City of La Mirada	\$ 177,952
Los Angeles	City of La Puente	\$ 177,952
Los Angeles	City of La Verne	\$ 177,952
Los Angeles	City of Lakewood	\$ 177,952
Los Angeles	City of Lancaster	\$ 177,952
Los Angeles	City of Lawndale	\$ 177,952
Los Angeles	City of Lomita	\$ 177,952
Los Angeles	City of Long Beach	\$ 177,952
Los Angeles	City of Los Angeles	\$ 177,952
Los Angeles	City of Lynwood	\$ 177,952
Los Angeles	City of Malibu	\$ 177,952
Los Angeles	City of Manhattan Beach	\$ 177,952
Los Angeles	City of Maywood	\$ 177,952
Los Angeles	City of Monrovia	\$ 177,952
Los Angeles	City of Montebello	\$ 177,952
Los Angeles	City of Monterey Park	\$ 177,952
Los Angeles	City of Norwalk	\$ 177,952
Los Angeles	City of Palmdale	\$ 177,952
Los Angeles	City of Palos Verdes Estates	\$ 177,952
Los Angeles	City of Paramount	\$ 177,952
Los Angeles	City of Pasadena	\$ 177,952
Los Angeles	City of Pico Rivera	\$ 177,952
Los Angeles	City of Pomona	\$ 177,952
Los Angeles	City of Rancho Palos Verdes	\$ 177,952
Los Angeles	City of Redondo Beach	\$ 177,952
Los Angeles	City of Rolling Hills	\$ 177,952
Los Angeles	City of Rolling Hills Estates	\$ 177,952
Los Angeles	City of Rosemead	\$ 177,952
Los Angeles	City of San Dimas	\$ 177,952
Los Angeles	City of San Fernando	\$ 177,952
Los Angeles	City of San Gabriel	\$ 177,952
Los Angeles	City of San Marino	\$ 177,952
Los Angeles	City of Santa Clarita	\$ 177,952
Los Angeles	City of Santa Fe Springs	\$ 177,952
Los Angeles	City of Santa Monica	\$ 177,952
Los Angeles	City of Sierra Madre	\$ 177,952

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**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act
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County	Jurisdiction	Allocation
Los Angeles	City of Signal Hill	\$ 177,952
Los Angeles	City of South El Monte	\$ 177,952
Los Angeles	City of South Gate	\$ 177,952
Los Angeles	City of South Pasadena	\$ 177,952
Los Angeles	City of Temple City	\$ 177,952
Los Angeles	City of Torrance	\$ 177,952
Los Angeles	City of Vernon	\$ 177,952
Los Angeles	City of Walnut	\$ 177,952
Los Angeles	City of West Covina	\$ 177,952
Los Angeles	City of West Hollywood	\$ 177,952
Los Angeles	City of Westlake Village	\$ 177,952
Los Angeles	City of Whittier	\$ 177,952
Los Angeles	City of Agoura Hills	\$ 177,952
Los Angeles	Miraleste RPD	\$ 177,952
Los Angeles	Westfield Park Rec and Parkway District No. 12	\$ 177,952
Madera	City of Chowchilla	\$ 177,952
Madera	City of Madera	\$ 177,952
Marin	Bel Marin Keys CSD	\$ 177,952
Marin	Bolinas Community PUD	\$ 177,952
Marin	City of Belvedere	\$ 177,952
Marin	City of Larkspur	\$ 177,952
Marin	City of Mill Valley	\$ 177,952
Marin	City of Novato	\$ 177,952
Marin	City of San Rafael	\$ 177,952
Marin	City of Sausalito	\$ 177,952
Marin	Firehouse Community Park Agency	\$ 177,952
Marin	Marin City CSD	\$ 177,952
Marin	Marinwood CSD	\$ 177,952
Marin	Muir Beach CSD	\$ 177,952
Marin	Strawberry RD	\$ 177,952
Marin	Tamalpais CSD	\$ 177,952
Marin	Tomales Village CSD	\$ 177,952
Marin	Town of Corte Madera	\$ 177,952
Marin	Town of Fairfax	\$ 177,952
Marin	Town of Ross	\$ 177,952
Marin	Town of San Anselmo	\$ 177,952
Marin	Town of Tiburon	\$ 177,952
Mendocino	Anderson Valley CSD	\$ 177,952

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**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act
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County	Jurisdiction	Allocation
Mendocino	Brooktrails CSD	\$ 177,952
Mendocino	City of Fort Bragg	\$ 177,952
Mendocino	City of Point Arena	\$ 177,952
Mendocino	City of Ukiah	\$ 177,952
Mendocino	City of Willits	\$ 177,952
Mendocino	Comptche CSD	\$ 177,952
Mendocino	Mendocino Coast RPD	\$ 177,952
Merced	City of Atwater	\$ 177,952
Merced	City of Dos Palos	\$ 177,952
Merced	City of Gustine	\$ 177,952
Merced	City of Livingston	\$ 177,952
Merced	City of Los Banos	\$ 177,952
Merced	City of Merced	\$ 177,952
Modoc	City of Alturas	\$ 177,952
Mono	Town of Mammoth Lakes	\$ 177,952
Monterey	Carmel Valley RPD	\$ 177,952
Monterey	City of Carmel-by-the-Sea	\$ 177,952
Monterey	City of Del Rey Oaks	\$ 177,952
Monterey	City of Gonzales	\$ 177,952
Monterey	City of Greenfield	\$ 177,952
Monterey	City of King City	\$ 177,952
Monterey	City of Marina	\$ 177,952
Monterey	City of Monterey	\$ 177,952
Monterey	City of Pacific Grove	\$ 177,952
Monterey	City of Salinas	\$ 177,952
Monterey	City of Sand City	\$ 177,952
Monterey	City of Seaside	\$ 177,952
Monterey	City of Soledad	\$ 177,952
Monterey	Greenfield Public RD	\$ 177,952
Monterey	North County RD	\$ 177,952
Monterey	Pajaro CSD	\$ 177,952
Monterey	Soledad-Mission RD	\$ 177,952
Monterey	Spreckels Memorial District	\$ 177,952
Napa	City of American Canyon	\$ 177,952
Napa	City of Calistoga	\$ 177,952
Napa	City of Napa	\$ 177,952
Napa	City of St Helena	\$ 177,952
Napa	Town of Yountville	\$ 177,952

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**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act
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County	Jurisdiction	Allocation
Nevada	Bear River RPD	\$ 177,952
Nevada	City of Grass Valley	\$ 177,952
Nevada	City of Nevada City	\$ 177,952
Nevada	Oak Tree PRD	\$ 177,952
Nevada	Town of Truckee	\$ 177,952
Nevada	Western Gateway RPD	\$ 177,952
Orange	City of Aliso Viejo	\$ 177,952
Orange	City of Anaheim	\$ 177,952
Orange	City of Brea	\$ 177,952
Orange	City of Buena Park	\$ 177,952
Orange	City of Costa Mesa	\$ 177,952
Orange	City of Cypress	\$ 177,952
Orange	City of Dana Point	\$ 177,952
Orange	City of Fountain Valley	\$ 177,952
Orange	City of Fullerton	\$ 177,952
Orange	City of Garden Grove	\$ 177,952
Orange	City of Huntington Beach	\$ 177,952
Orange	City of Irvine	\$ 177,952
Orange	City of La Habra	\$ 177,952
Orange	City of La Palma	\$ 177,952
Orange	City of Laguna Beach	\$ 177,952
Orange	City of Laguna Hills	\$ 177,952
Orange	City of Laguna Niguel	\$ 177,952
Orange	City of Laguna Woods	\$ 177,952
Orange	City of Lake Forest	\$ 177,952
Orange	City of Los Alamitos	\$ 177,952
Orange	City of Mission Viejo	\$ 177,952
Orange	City of Newport Beach	\$ 177,952
Orange	City of Orange	\$ 177,952
Orange	City of Placentia	\$ 177,952
Orange	City of Rancho Santa Margarita	\$ 177,952
Orange	City of San Clemente	\$ 177,952
Orange	City of San Juan Capistrano	\$ 177,952
Orange	City of Santa Ana	\$ 177,952
Orange	City of Seal Beach	\$ 177,952
Orange	City of Stanton	\$ 177,952
Orange	City of Tustin	\$ 177,952
Orange	City of Villa Park	\$ 177,952

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**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act
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County	Jurisdiction	Allocation
Orange	City of Westminster	\$ 177,952
Orange	City of Yorba Linda	\$ 177,952
Orange	Cypress RPD	\$ 177,952
Orange	Rossmoor CSD	\$ 177,952
Orange	Silverado-Modjeska RPD	\$ 177,952
Placer	Auburn Area RPD	\$ 177,952
Placer	City of Auburn	\$ 177,952
Placer	City of Colfax	\$ 177,952
Placer	City of Lincoln	\$ 177,952
Placer	City of Rocklin	\$ 177,952
Placer	City of Roseville	\$ 177,952
Placer	North Tahoe PUD	\$ 177,952
Placer	Northstar CSD	\$ 177,952
Placer	Tahoe City PUD	\$ 177,952
Placer	Town of Loomis	\$ 177,952
Placer	Truckee-Donner RPD	\$ 177,952
Plumas	Almanor RPD	\$ 177,952
Plumas	Central Plumas RPD	\$ 177,952
Plumas	City of Portola	\$ 177,952
Plumas	Indian Valley RPD	\$ 177,952
Riverside	Beaumont-Cherry Valley RPD	\$ 177,952
Riverside	City of Banning	\$ 177,952
Riverside	City of Beaumont	\$ 177,952
Riverside	City of Blythe	\$ 177,952
Riverside	City of Calimesa	\$ 177,952
Riverside	City of Canyon Lake	\$ 177,952
Riverside	City of Cathedral City	\$ 177,952
Riverside	City of Coachella	\$ 177,952
Riverside	City of Corona	\$ 177,952
Riverside	City of Desert Hot Springs	\$ 177,952
Riverside	City of Hemet	\$ 177,952
Riverside	City of Indian Wells	\$ 177,952
Riverside	City of Indio	\$ 177,952
Riverside	City of La Quinta	\$ 177,952
Riverside	City of Lake Elsinore	\$ 177,952
Riverside	City of Menifee	\$ 177,952
Riverside	City of Moreno Valley	\$ 177,952
Riverside	City of Murrieta	\$ 177,952

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**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act
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County	Jurisdiction	Allocation
Riverside	City of Norco	\$ 177,952
Riverside	City of Palm Desert	\$ 177,952
Riverside	City of Palm Springs	\$ 177,952
Riverside	City of Perris	\$ 177,952
Riverside	City of Rancho Mirage	\$ 177,952
Riverside	City of Riverside	\$ 177,952
Riverside	City of San Jacinto	\$ 177,952
Riverside	City of Temecula	\$ 177,952
Riverside	City of Wildomar	\$ 177,952
Riverside	Desert RD	\$ 177,952
Riverside	Jurupa Area RPD	\$ 177,952
Riverside	Jurupa CSD	\$ 177,952
Riverside	Lake Hemet Municipal Water District	\$ 177,952
Riverside	Valley-Wide RPD	\$ 177,952
Sacramento	Arcade Creek RPD	\$ 177,952
Sacramento	Arden Manor RPD	\$ 177,952
Sacramento	Arden Park RPD	\$ 177,952
Sacramento	Carmichael RPD	\$ 177,952
Sacramento	City of Citrus Heights	\$ 177,952
Sacramento	City of Folsom	\$ 177,952
Sacramento	City of Galt	\$ 177,952
Sacramento	City of Isleton	\$ 177,952
Sacramento	City of Rancho Cordova	\$ 177,952
Sacramento	City of Sacramento	\$ 177,952
Sacramento	Cordova RPD	\$ 177,952
Sacramento	Cosumnes CSD	\$ 177,952
Sacramento	Fair Oaks RPD	\$ 177,952
Sacramento	Fulton-El Camino RPD	\$ 177,952
Sacramento	Mission Oaks RPD	\$ 177,952
Sacramento	North Highlands RPD	\$ 177,952
Sacramento	Orangevale RPD	\$ 177,952
Sacramento	Rio Linda/Elverta RPD	\$ 177,952
Sacramento	Southgate RPD	\$ 177,952
Sacramento	Sunrise RPD	\$ 177,952
San Benito	City of Hollister	\$ 177,952
San Benito	City of San Juan Bautista	\$ 177,952
San Bernardino	Baker CSD	\$ 177,952
San Bernardino	Barstow Heights CSD	\$ 177,952

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**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act
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County	Jurisdiction	Allocation
San Bernardino	Big River CSD	\$ 177,952
San Bernardino	City of Adelanto	\$ 177,952
San Bernardino	City of Barstow	\$ 177,952
San Bernardino	City of Big Bear Lake	\$ 177,952
San Bernardino	City of Chino	\$ 177,952
San Bernardino	City of Chino Hills	\$ 177,952
San Bernardino	City of Colton	\$ 177,952
San Bernardino	City of Fontana	\$ 177,952
San Bernardino	City of Grand Terrace	\$ 177,952
San Bernardino	City of Hesperia	\$ 177,952
San Bernardino	City of Highland	\$ 177,952
San Bernardino	City of Loma Linda	\$ 177,952
San Bernardino	City of Montclair	\$ 177,952
San Bernardino	City of Needles	\$ 177,952
San Bernardino	City of Ontario	\$ 177,952
San Bernardino	City of Rancho Cucamonga	\$ 177,952
San Bernardino	City of Redlands	\$ 177,952
San Bernardino	City of Rialto	\$ 177,952
San Bernardino	City of San Bernardino	\$ 177,952
San Bernardino	City of Twentynine Palms	\$ 177,952
San Bernardino	City of Upland	\$ 177,952
San Bernardino	City of Victorville	\$ 177,952
San Bernardino	City of Yucaipa	\$ 177,952
San Bernardino	Daggett CSD	\$ 177,952
San Bernardino	Helendale CSD	\$ 177,952
San Bernardino	Hesperia RPD	\$ 177,952
San Bernardino	Morongo Valley CSD	\$ 177,952
San Bernardino	Newberry CSD	\$ 177,952
San Bernardino	Phelan Piñon Hill CSD	\$ 177,952
San Bernardino	Rim of the World RPD	\$ 177,952
San Bernardino	Town of Apple Valley	\$ 177,952
San Bernardino	Town of Yucca Valley	\$ 177,952
San Bernardino	Wrightwood CSD	\$ 177,952
San Bernardino	Yermo CSD	\$ 177,952
San Diego	City of Chula Vista	\$ 177,952
San Diego	City of Coronado	\$ 177,952
San Diego	City of Del Mar	\$ 177,952
San Diego	City of El Cajon	\$ 177,952

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**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act
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County	Jurisdiction	Allocation
San Diego	City of Encinitas	\$ 177,952
San Diego	City of Escondido	\$ 177,952
San Diego	City of Imperial Beach	\$ 177,952
San Diego	City of La Mesa	\$ 177,952
San Diego	City of Lemon Grove	\$ 177,952
San Diego	City of National City	\$ 177,952
San Diego	City of Oceanside	\$ 177,952
San Diego	City of Poway	\$ 177,952
San Diego	City of San Diego	\$ 177,952
San Diego	City of San Marcos	\$ 177,952
San Diego	City of Santee	\$ 177,952
San Diego	City of Solana Beach	\$ 177,952
San Diego	City of Vista	\$ 177,952
San Diego	Jacumba CSD	\$ 177,952
San Diego	Lake Cuyamaca RPD	\$ 177,952
San Diego	Ramona MWD	\$ 177,952
San Diego	Valley Center PRD	\$ 177,952
San Francisco	City of San Francisco	\$ 177,952
San Joaquin	City of Escalon	\$ 177,952
San Joaquin	City of Lathrop	\$ 177,952
San Joaquin	City of Lodi	\$ 177,952
San Joaquin	City of Manteca	\$ 177,952
San Joaquin	City of Ripon	\$ 177,952
San Joaquin	City of Stockton	\$ 177,952
San Joaquin	City of Tracy	\$ 177,952
San Joaquin	Mountain House CSD	\$ 177,952
San Luis Obispo	Cambria CSD	\$ 177,952
San Luis Obispo	City of Arroyo Grande	\$ 177,952
San Luis Obispo	City of Atascadero	\$ 177,952
San Luis Obispo	City of Grover Beach	\$ 177,952
San Luis Obispo	City of Morro Bay	\$ 177,952
San Luis Obispo	City of Paso Robles	\$ 177,952
San Luis Obispo	City of Pismo Beach	\$ 177,952
San Luis Obispo	City of San Luis Obispo	\$ 177,952
San Luis Obispo	Templeton CSD	\$ 177,952
San Mateo	City of Belmont	\$ 177,952
San Mateo	City of Brisbane	\$ 177,952
San Mateo	City of Burlingame	\$ 177,952

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**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act
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County	Jurisdiction	Allocation
San Mateo	City of Daly City	\$ 177,952
San Mateo	City of East Palo Alto	\$ 177,952
San Mateo	City of Foster City	\$ 177,952
San Mateo	City of Half Moon Bay	\$ 177,952
San Mateo	City of Menlo Park	\$ 177,952
San Mateo	City of Millbrae	\$ 177,952
San Mateo	City of Pacifica	\$ 177,952
San Mateo	City of Redwood City	\$ 177,952
San Mateo	City of San Bruno	\$ 177,952
San Mateo	City of San Carlos	\$ 177,952
San Mateo	City of San Mateo	\$ 177,952
San Mateo	City of South San Francisco	\$ 177,952
San Mateo	Highlands RD	\$ 177,952
San Mateo	Ladera RD	\$ 177,952
San Mateo	Town of Atherton	\$ 177,952
San Mateo	Town of Colma	\$ 177,952
San Mateo	Town of Hillsborough	\$ 177,952
San Mateo	Town of Portola Valley	\$ 177,952
San Mateo	Town of Woodside	\$ 177,952
Santa Barbara	City of Buellton	\$ 177,952
Santa Barbara	City of Carpinteria	\$ 177,952
Santa Barbara	City of Goleta	\$ 177,952
Santa Barbara	City of Guadalupe	\$ 177,952
Santa Barbara	City of Lompoc	\$ 177,952
Santa Barbara	City of Santa Barbara	\$ 177,952
Santa Barbara	City of Santa Maria	\$ 177,952
Santa Barbara	City of Solvang	\$ 177,952
Santa Barbara	Cuyama Valley RD	\$ 177,952
Santa Barbara	Isla Vista RPD	\$ 177,952
Santa Barbara	Mission Hills CSD	\$ 177,952
Santa Clara	City of Campbell	\$ 177,952
Santa Clara	City of Cupertino	\$ 177,952
Santa Clara	City of Gilroy	\$ 177,952
Santa Clara	City of Los Altos	\$ 177,952
Santa Clara	City of Milpitas	\$ 177,952
Santa Clara	City of Monte Sereno	\$ 177,952
Santa Clara	City of Morgan Hill	\$ 177,952
Santa Clara	City of Mountain View	\$ 177,952

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**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act
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County	Jurisdiction	Allocation
Santa Clara	City of Palo Alto	\$ 177,952
Santa Clara	City of San Jose	\$ 177,952
Santa Clara	City of Santa Clara	\$ 177,952
Santa Clara	City of Saratoga	\$ 177,952
Santa Clara	City of Sunnyvale	\$ 177,952
Santa Clara	Rancho Rinconada RPD	\$ 177,952
Santa Clara	Town of Los Altos Hills	\$ 177,952
Santa Clara	Town of Los Gatos	\$ 177,952
Santa Cruz	Alba RPD	\$ 177,952
Santa Cruz	Boulder Creek RPD	\$ 177,952
Santa Cruz	City of Capitola	\$ 177,952
Santa Cruz	City of Santa Cruz	\$ 177,952
Santa Cruz	City of Scotts Valley	\$ 177,952
Santa Cruz	City of Watsonville	\$ 177,952
Santa Cruz	La Selva Beach RD	\$ 177,952
Shasta	Burney Water District	\$ 177,952
Shasta	City of Anderson	\$ 177,952
Shasta	City of Redding	\$ 177,952
Shasta	City of Shasta Lake	\$ 177,952
Shasta	Fall River Valley CSD	\$ 177,952
Sierra	City of Loyalton	\$ 177,952
Siskiyou	City of Dorris	\$ 177,952
Siskiyou	City of Dunsmuir	\$ 177,952
Siskiyou	City of Etna	\$ 177,952
Siskiyou	City of Montague	\$ 177,952
Siskiyou	City of Mount Shasta	\$ 177,952
Siskiyou	City of Tulelake	\$ 177,952
Siskiyou	City of Weed	\$ 177,952
Siskiyou	City of Yreka	\$ 177,952
Siskiyou	Dunsmuir RPD	\$ 177,952
Siskiyou	McCloud CSD	\$ 177,952
Siskiyou	Mount Shasta RPD	\$ 177,952
Siskiyou	Town of Fort Jones	\$ 177,952
Siskiyou	Weed RPD	\$ 177,952
Solano	City of Benicia	\$ 177,952
Solano	City of Dixon	\$ 177,952
Solano	City of Fairfield	\$ 177,952
Solano	City of Rio Vista	\$ 177,952

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County	Jurisdiction	Allocation
Solano	City of Suisun City	\$ 177,952
Solano	City of Vacaville	\$ 177,952
Solano	City of Vallejo	\$ 177,952
Solano	Greater Vallejo RPD	\$ 177,952
Sonoma	Camp Meeker PRD	\$ 177,952
Sonoma	Cazadero CSD	\$ 177,952
Sonoma	City of Cloverdale	\$ 177,952
Sonoma	City of Cotati	\$ 177,952
Sonoma	City of Healdsburg	\$ 177,952
Sonoma	City of Petaluma	\$ 177,952
Sonoma	City of Rohnert Park	\$ 177,952
Sonoma	City of Santa Rosa	\$ 177,952
Sonoma	City of Sebastopol	\$ 177,952
Sonoma	City of Sonoma	\$ 177,952
Sonoma	Monte Rio RPD	\$ 177,952
Sonoma	Russian River RPD	\$ 177,952
Sonoma	Town of Windsor	\$ 177,952
Stanislaus	City of Ceres	\$ 177,952
Stanislaus	City of Hughson	\$ 177,952
Stanislaus	City of Modesto	\$ 177,952
Stanislaus	City of Newman	\$ 177,952
Stanislaus	City of Oakdale	\$ 177,952
Stanislaus	City of Patterson	\$ 177,952
Stanislaus	City of Riverbank	\$ 177,952
Stanislaus	City of Turlock	\$ 177,952
Stanislaus	City of Waterford	\$ 177,952
Sutter	City of Live Oak	\$ 177,952
Sutter	City of Yuba City	\$ 177,952
Tehama	City of Corning	\$ 177,952
Tehama	City of Red Bluff	\$ 177,952
Tehama	City of Tehama	\$ 177,952
Trinity	Greater Hayfork PRD	\$ 177,952
Trinity	Lewiston CSD	\$ 177,952
Trinity	Weaverville/Douglas City RPD	\$ 177,952
Tulare	City of Dinuba	\$ 177,952
Tulare	City of Exeter	\$ 177,952
Tulare	City of Farmersville	\$ 177,952
Tulare	City of Lindsay	\$ 177,952

Attachment: Proposition 68 Per Capita Information (State Park Per Capita Grant Reso)

**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act
of 2018 - Per Capita Grant Program**

County	Jurisdiction	Allocation
Tulare	City of Porterville	\$ 177,952
Tulare	City of Tulare	\$ 177,952
Tulare	City of Visalia	\$ 177,952
Tulare	City of Woodlake	\$ 177,952
Tulare	Poplar CSD	\$ 177,952
Tulare	Richgrove CSD	\$ 177,952
Tuolumne	City of Sonora	\$ 177,952
Tuolumne	Groveland CSD	\$ 177,952
Tuolumne	Tuolumne PRD	\$ 177,952
Tuolumne	Twain Harte CSD	\$ 177,952
Ventura	City of Camarillo	\$ 177,952
Ventura	City of Fillmore	\$ 177,952
Ventura	City of Moorpark	\$ 177,952
Ventura	City of Ojai	\$ 177,952
Ventura	City of Oxnard	\$ 177,952
Ventura	City of Port Hueneme	\$ 177,952
Ventura	City of Santa Paula	\$ 177,952
Ventura	City of Ventura	\$ 177,952
Ventura	Bell Canyon CSD	\$ 177,952
Ventura	Conejo RPD	\$ 177,952
Ventura	Pleasant Valley RPD	\$ 177,952
Ventura	Rancho Simi RPD	\$ 177,952
Yolo	City of Davis	\$ 177,952
Yolo	City of West Sacramento	\$ 177,952
Yolo	City of Winters	\$ 177,952
Yolo	City of Woodland	\$ 177,952
Yolo	Knights Landing CSD	\$ 177,952
Yolo	Madison CSD	\$ 177,952
Yuba	City of Marysville	\$ 177,952
Yuba	City of Wheatland	\$ 177,952
Yuba	Olivehurst PUD	\$ 177,952

Attachment: Proposition 68 Per Capita Information (State Park Per Capita Grant Reso)

**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor
Access for All Act of 2018 - Per Capita Grant Program**

**Entities with Populations Less Than 200,000 in Heavily Urbanized Counties
Per Capita Grant Program
(\$10,375,000)**

Per Capita Urbanized City Rate (Dollars): \$.61 Per Capita

County	Jurisdiction	Allocation
Alameda	City of Alameda	\$ 48,392
Alameda	City of Albany	\$ 11,853
Alameda	City of Berkeley	\$ 75,376
Alameda	City of Dublin	\$ 39,468
Alameda	City of Emeryville	\$ 7,334
Alameda	City of Livermore	\$ 7,731
Alameda	City of Newark	\$ 29,772
Alameda	City of Piedmont	\$ 6,980
Alameda	City of Pleasanton	\$ 49,195
Alameda	City of San Leandro	\$ 55,006
Alameda	City of Union City	\$ 44,868
Alameda	Livermore Area RPD	\$ 51,940
Contra Costa	Ambrose RPD	\$ 13,048
Contra Costa	Bethel Island MID	\$ 1,306
Contra Costa	City of Antioch	\$ 69,614
Contra Costa	City of Brentwood	\$ 38,909
Contra Costa	City of Clayton	\$ 7,122
Contra Costa	City of Concord	\$ 79,321
Contra Costa	City of El Cerrito	\$ 14,924
Contra Costa	City of Hercules	\$ 16,028
Contra Costa	City of Lafayette	\$ 16,160
Contra Costa	City of Martinez	\$ 23,524
Contra Costa	City of Oakley	\$ 25,522
Contra Costa	City of Orinda	\$ 11,851
Contra Costa	City of Pinole	\$ 11,807
Contra Costa	City of Pittsburg	\$ 44,336
Contra Costa	City of Pleasant Hill	\$ 24,447
Contra Costa	City of Richmond	\$ 67,319
Contra Costa	City of San Pablo	\$ 18,947
Contra Costa	City of San Ramon	\$ 51,313
Contra Costa	City of Walnut Creek	\$ 42,857
Contra Costa	Crockett CSD	\$ 2,029
Contra Costa	Kensington Police Protection and CSD	\$ 3,103

Attachment: Proposition 68 Per Capita Information (State Park Per Capita Grant Reso)

**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor
Access for All Act of 2018 - Per Capita Grant Program**

County	Jurisdiction	Allocation
Contra Costa	Pleasant Hill RPD	\$ 24,447
Contra Costa	Town of Danville	\$ 27,668
Contra Costa	Town of Discovery Bay CSD	\$ 9,489
Contra Costa	Town of Moraga	\$ 10,775
Fresno	Calwa PRD	\$ 1,254
Fresno	City of Clovis	\$ 71,510
Fresno	City of Coalinga	\$ 10,757
Fresno	City of Firebaugh	\$ 5,134
Fresno	City of Fowler	\$ 3,814
Fresno	City of Huron	\$ 4,468
Fresno	City of Kerman	\$ 9,470
Fresno	City of Kingsburg	\$ 7,574
Fresno	City of Mendota	\$ 6,970
Fresno	City of Orange Cove	\$ 6,097
Fresno	City of Parlier	\$ 9,871
Fresno	City of Reedley	\$ 16,129
Fresno	City of San Joaquin	\$ 2,857
Fresno	City of Sanger	\$ 16,559
Fresno	City of Selma	\$ 15,375
Fresno	Coalinga-Huron RPD	\$ 10,247
Fresno	Del Rey CSD	\$ 1,650
Fresno	Lanare CSD	\$ 367
Fresno	Malaga County Water District	\$ 559
Kern	Bear Mountain RPD	\$ 12,016
Kern	Bear Valley CSD	\$ 3,161
Kern	Buttonwillow PRD	\$ 1,280
Kern	City of Arvin	\$ 12,431
Kern	City of California City	\$ 730
Kern	City of Delano	\$ 33,615
Kern	City of Maricopa	\$ 705
Kern	City of Ridgecrest	\$ 17,558
Kern	City of Shafter	\$ 12,765
Kern	City of Taft	\$ 5,763
Kern	City of Tehachapi	\$ 8,354
Kern	City of Wasco	\$ 1,378
Kern	McFarland RPD	\$ 5,776
Kern	North of the River RPD	\$ 85,817
Kern	Shafter RPD	\$ 12,765

Attachment: Proposition 68 Per Capita Information (State Park Per Capita Grant Reso)

**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor
Access for All Act of 2018 - Per Capita Grant Program**

County	Jurisdiction	Allocation
Kern	Stallion Springs CSD	\$ 2,445
Kern	Tehachapi Valley RPD	\$ 12,224
Kern	Wasco RPD	\$ 15,547
Kern	West Side RPD	\$ 6,571
Los Angeles	City of Alhambra	\$ 52,193
Los Angeles	City of Arcadia	\$ 35,544
Los Angeles	City of Artesia	\$ 10,341
Los Angeles	City of Avalon	\$ 2,322
Los Angeles	City of Azusa	\$ 30,533
Los Angeles	City of Baldwin Park	\$ 46,336
Los Angeles	City of Bell	\$ 21,967
Los Angeles	City of Bell Gardens	\$ 26,126
Los Angeles	City of Bellflower	\$ 47,860
Los Angeles	City of Beverly Hills	\$ 20,957
Los Angeles	City of Bradbury	\$ 703
Los Angeles	City of Burbank	\$ 65,488
Los Angeles	City of Calabasas	\$ 14,792
Los Angeles	City of Carson	\$ 57,209
Los Angeles	City of Cerritos	\$ 26,525
Los Angeles	City of Claremont	\$ 22,275
Los Angeles	City of Commerce	\$ 7,828
Los Angeles	City of Compton	\$ 61,118
Los Angeles	City of Covina	\$ 29,872
Los Angeles	City of Cudahy	\$ 14,728
Los Angeles	City of Culver City	\$ 24,553
Los Angeles	City of Diamond Bar	\$ 35,119
Los Angeles	City of Downey	\$ 68,617
Los Angeles	City of Duarte	\$ 13,357
Los Angeles	City of El Monte	\$ 70,964
Los Angeles	City of El Segundo	\$ 10,135
Los Angeles	City of Gardena	\$ 37,151
Los Angeles	City of Glendora	\$ 31,254
Los Angeles	City of Hawaiian Gardens	\$ 8,841
Los Angeles	City of Hawthorne	\$ 53,804
Los Angeles	City of Hermosa Beach	\$ 11,897
Los Angeles	City of Hidden Hills	\$ 1,100
Los Angeles	City of Huntington Park	\$ 36,274
Los Angeles	City of Inglewood	\$ 68,788

Attachment: Proposition 68 Per Capita Information (State Park Per Capita Grant Reso)

**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor
Access for All Act of 2018 - Per Capita Grant Program**

County	Jurisdiction	Allocation
Los Angeles	City of Irwindale	\$ 894
Los Angeles	City of La Cañada Flintridge	\$ 12,641
Los Angeles	City of La Habra Heights	\$ 3,255
Los Angeles	City of La Mirada	\$ 30,559
Los Angeles	City of La Puente	\$ 24,391
Los Angeles	City of La Verne	\$ 20,292
Los Angeles	City of Lakewood	\$ 48,924
Los Angeles	City of Lancaster	\$ 98,769
Los Angeles	City of Lawndale	\$ 20,435
Los Angeles	City of Lomita	\$ 12,690
Los Angeles	City of Lynwood	\$ 43,604
Los Angeles	City of Malibu	\$ 7,870
Los Angeles	City of Manhattan Beach	\$ 22,003
Los Angeles	City of Maywood	\$ 16,684
Los Angeles	City of Monrovia	\$ 23,706
Los Angeles	City of Montebello	\$ 39,316
Los Angeles	City of Monterey Park	\$ 38,040
Los Angeles	City of Norwalk	\$ 64,785
Los Angeles	City of Palmdale	\$ 96,273
Los Angeles	City of Palos Verdes Estates	\$ 8,278
Los Angeles	City of Paramount	\$ 34,226
Los Angeles	City of Pasadena	\$ 89,423
Los Angeles	City of Pico Rivera	\$ 39,136
Los Angeles	City of Pomona	\$ 94,312
Los Angeles	City of Rancho Palos Verdes	\$ 26,012
Los Angeles	City of Redondo Beach	\$ 41,625
Los Angeles	City of Rolling Hills	\$ 1,156
Los Angeles	City of Rolling Hills Estates	\$ 5,040
Los Angeles	City of Rosemead	\$ 33,615
Los Angeles	City of San Dimas	\$ 21,439
Los Angeles	City of San Fernando	\$ 14,953
Los Angeles	City of San Gabriel	\$ 25,362
Los Angeles	City of San Marino	\$ 8,145
Los Angeles	City of Santa Fe Springs	\$ 11,001
Los Angeles	City of Santa Monica	\$ 56,483
Los Angeles	City of Sierra Madre	\$ 6,714
Los Angeles	City of Signal Hill	\$ 7,103
Los Angeles	City of South El Monte	\$ 13,385

Attachment: Proposition 68 Per Capita Information (State Park Per Capita Grant Reso)

**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor
Access for All Act of 2018 - Per Capita Grant Program**

County	Jurisdiction	Allocation
Los Angeles	City of South Gate	\$ 59,977
Los Angeles	City of South Pasadena	\$ 16,040
Los Angeles	City of Temple City	\$ 21,732
Los Angeles	City of Torrance	\$ 90,488
Los Angeles	City of Vernon	\$ 128
Los Angeles	City of Walnut	\$ 18,672
Los Angeles	City of West Covina	\$ 66,157
Los Angeles	City of West Hollywood	\$ 22,406
Los Angeles	City of Westlake Village	\$ 5,120
Los Angeles	City of Whittier	\$ 53,074
Los Angeles	City of Agoura Hills	\$ 12,738
Los Angeles	Miraleste RPD	\$ 593
Los Angeles	Westfield Park Rec and Parkway District No. 12	\$ 513
Orange	City of Aliso Viejo	\$ 31,751
Orange	City of Brea	\$ 27,874
Orange	City of Buena Park	\$ 50,728
Orange	City of Costa Mesa	\$ 69,568
Orange	City of Cypress	\$ 29,987
Orange	City of Dana Point	\$ 20,824
Orange	City of Fountain Valley	\$ 33,806
Orange	City of Fullerton	\$ 88,141
Orange	City of Garden Grove	\$ 106,870
Orange	City of La Habra	\$ 38,836
Orange	City of La Palma	\$ 9,669
Orange	City of Laguna Beach	\$ 14,276
Orange	City of Laguna Hills	\$ 19,447
Orange	City of Laguna Niguel	\$ 40,795
Orange	City of Laguna Woods	\$ 10,096
Orange	City of Lake Forest	\$ 52,773
Orange	City of Los Alamitos	\$ 6,997
Orange	City of Mission Viejo	\$ 58,939
Orange	City of Newport Beach	\$ 53,284
Orange	City of Orange	\$ 84,734
Orange	City of Placentia	\$ 30,885
Orange	City of Rancho Santa Margarita	\$ 29,826
Orange	City of San Clemente	\$ 39,974
Orange	City of San Juan Capistrano	\$ 22,466
Orange	City of Seal Beach	\$ 14,771

Attachment: Proposition 68 Per Capita Information (State Park Per Capita Grant Reso)

**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor
Access for All Act of 2018 - Per Capita Grant Program**

County	Jurisdiction	Allocation
Orange	City of Stanton	\$ 24,024
Orange	City of Tustin	\$ 50,327
Orange	City of Villa Park	\$ 3,603
Orange	City of Westminster	\$ 57,742
Orange	City of Yorba Linda	\$ 41,992
Orange	Cypress RPD	\$ 29,987
Orange	Rossmoor CSD	\$ 6,261
Orange	Silverado-Modjeska RPD	\$ 724
Riverside	Beaumont-Cherry Valley RPD	\$ 29,582
Riverside	City of Banning	\$ 18,974
Riverside	City of Beaumont	\$ 14,791
Riverside	City of Blythe	\$ 11,874
Riverside	City of Calimesa	\$ 5,598
Riverside	City of Canyon Lake	\$ 6,859
Riverside	City of Cathedral City	\$ 33,487
Riverside	City of Coachella	\$ 28,329
Riverside	City of Corona	\$ 103,029
Riverside	City of Desert Hot Springs	\$ 17,654
Riverside	City of Hemet	\$ 51,800
Riverside	City of Indian Wells	\$ 3,328
Riverside	City of Indio	\$ 19,297
Riverside	City of La Quinta	\$ 25,730
Riverside	City of Lake Elsinore	\$ 38,473
Riverside	City of Menifee	\$ 57,123
Riverside	City of Murrieta	\$ 69,675
Riverside	City of Norco	\$ 16,356
Riverside	City of Palm Desert	\$ 32,775
Riverside	City of Palm Springs	\$ 29,785
Riverside	City of Perris	\$ 47,672
Riverside	City of Rancho Mirage	\$ 11,452
Riverside	City of San Jacinto	\$ 19,032
Riverside	City of Temecula	\$ 69,174
Riverside	City of Wildomar	\$ 22,043
Riverside	Jurupa Area RPD	\$ 76,398
Riverside	Jurupa CSD	\$ 36,092
Riverside	Lake Hemet Municipal Water District	\$ 32,339
Sacramento	Arcade Creek RPD	\$ 14,487
Sacramento	Arden Manor RPD	\$ 4,860

Attachment: Proposition 68 Per Capita Information (State Park Per Capita Grant Reso)

**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor
Access for All Act of 2018 - Per Capita Grant Program**

County	Jurisdiction	Allocation
Sacramento	Arden Park RPD	\$ 2,567
Sacramento	Carmichael RPD	\$ 26,596
Sacramento	City of Citrus Heights	\$ 52,939
Sacramento	City of Folsom	\$ 47,964
Sacramento	City of Galt	\$ 16,196
Sacramento	City of Isleton	\$ 491
Sacramento	City of Rancho Cordova	\$ 45,515
Sacramento	Cordova RPD	\$ 72,861
Sacramento	Cosumnes CSD	\$ 105,194
Sacramento	Fair Oaks RPD	\$ 21,490
Sacramento	Fulton-El Camino RPD	\$ 19,080
Sacramento	Mission Oaks RPD	\$ 37,361
Sacramento	North Highlands RPD	\$ 27,006
Sacramento	Orangevale RPD	\$ 20,756
Sacramento	Rio Linda/Elverta RPD	\$ 15,891
Sacramento	Southgate RPD	\$ 76,590
Sacramento	Sunrise RPD	\$ 99,920
San Bernardino	Baker CSD	\$ 428
San Bernardino	Barstow Heights CSD	\$ 1,083
San Bernardino	Big River CSD	\$ 1,100
San Bernardino	City of Adelanto	\$ 20,878
San Bernardino	City of Barstow	\$ 14,617
San Bernardino	City of Big Bear Lake	\$ 3,338
San Bernardino	City of Chino	\$ 54,902
San Bernardino	City of Chino Hills	\$ 51,562
San Bernardino	City of Colton	\$ 32,835
San Bernardino	City of Grand Terrace	\$ 7,654
San Bernardino	City of Hesperia	\$ 14,723
San Bernardino	City of Highland	\$ 34,091
San Bernardino	City of Loma Linda	\$ 14,668
San Bernardino	City of Montclair	\$ 23,600
San Bernardino	City of Needles	\$ 3,164
San Bernardino	City of Ontario	\$ 108,954
San Bernardino	City of Rancho Cucamonga	\$ 108,790
San Bernardino	City of Redlands	\$ 43,733
San Bernardino	City of Rialto	\$ 65,422
San Bernardino	City of Twentynine Palms	\$ 16,502
San Bernardino	City of Upland	\$ 47,118

Attachment: Proposition 68 Per Capita Information (State Park Per Capita Grant Reso)

**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor
Access for All Act of 2018 - Per Capita Grant Program**

County	Jurisdiction	Allocation
San Bernardino	City of Victorville	\$ 77,341
San Bernardino	City of Yucaipa	\$ 32,809
San Bernardino	Daggett CSD	\$ 306
San Bernardino	Helendale CSD	\$ 4,337
San Bernardino	Hesperia RPD	\$ 44,171
San Bernardino	Morongo Valley CSD	\$ 2,171
San Bernardino	Newberry CSD	\$ 1,689
San Bernardino	Phelan Piñon Hill CSD	\$ 1,345
San Bernardino	Rim of the World RPD	\$ 17,666
San Bernardino	Town of Apple Valley	\$ 45,839
San Bernardino	Town of Yucca Valley	\$ 13,345
San Bernardino	Wrightwood CSD	\$ 3,522
San Bernardino	Yermo CSD	\$ 1,258
San Diego	City of Coronado	\$ 14,981
San Diego	City of Del Mar	\$ 2,720
San Diego	City of El Cajon, Recreation Dept	\$ 64,384
San Diego	City of Encinitas	\$ 38,743
San Diego	City of Escondido	\$ 93,351
San Diego	City of Imperial Beach	\$ 16,502
San Diego	City of La Mesa, Community Services	\$ 37,442
San Diego	City of Lemon Grove	\$ 16,264
San Diego	City of National City	\$ 38,081
San Diego	City of Oceanside	\$ 107,568
San Diego	City of Poway	\$ 30,755
San Diego	City of San Marcos	\$ 58,532
San Diego	City of Santee	\$ 35,698
San Diego	City of Solana Beach	\$ 8,519
San Diego	City of Vista	\$ 62,333
San Diego	Jacumba CSD	\$ 367
San Diego	Lake Cuyamaca RPD	\$ 367
San Diego	Ramona MWD	\$ 21,775
San Diego	Valley Center Parks & Recreation	\$ 11,773
San Joaquin	City of Escalon	\$ 4,619
San Joaquin	City of Lathrop	\$ 14,668
San Joaquin	City of Lodi	\$ 41,727
San Joaquin	City of Manteca	\$ 51,205
San Joaquin	City of Ripon	\$ 10,154
San Joaquin	City of Tracy	\$ 56,114

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**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor
Access for All Act of 2018 - Per Capita Grant Program**

County	Jurisdiction	Allocation
San Joaquin	Mountain House CSD	\$ 12,574
San Mateo	City of Belmont	\$ 16,808
San Mateo	City of Brisbane	\$ 2,885
San Mateo	City of Burlingame	\$ 18,581
San Mateo	City of Daly City	\$ 66,693
San Mateo	City of East Palo Alto	\$ 18,641
San Mateo	City of Foster City	\$ 20,593
San Mateo	City of Half Moon Bay	\$ 7,720
San Mateo	City of Menlo Park	\$ 20,998
San Mateo	City of Millbrae	\$ 14,151
San Mateo	City of Pacifica	\$ 23,480
San Mateo	City of Redwood City	\$ 52,980
San Mateo	City of San Bruno	\$ 27,683
San Mateo	City of San Carlos	\$ 18,335
San Mateo	City of San Mateo	\$ 63,869
San Mateo	City of South San Francisco	\$ 40,997
San Mateo	Highlands RD	\$ 1,340
San Mateo	Ladera RD	\$ 795
San Mateo	Town of Atherton	\$ 4,424
San Mateo	Town of Colma	\$ 922
San Mateo	Town of Hillsborough	\$ 6,678
San Mateo	Town of Portola Valley	\$ 2,811
San Mateo	Town of Woodside	\$ 3,401
Santa Clara	City of Campbell	\$ 25,670
Santa Clara	City of Cupertino	\$ 36,597
Santa Clara	City of Gilroy	\$ 34,182
Santa Clara	City of Los Altos	\$ 18,790
Santa Clara	City of Milpitas	\$ 46,591
Santa Clara	City of Monte Sereno	\$ 2,219
Santa Clara	City of Morgan Hill	\$ 27,957
Santa Clara	City of Mountain View	\$ 50,959
Santa Clara	City of Palo Alto	\$ 41,027
Santa Clara	City of Santa Clara	\$ 78,670
Santa Clara	City of Saratoga	\$ 18,889
Santa Clara	City of Sunnyvale	\$ 94,835
Santa Clara	Rancho Rinconada RPD	\$ 2,689
Santa Clara	Town of Los Altos Hills	\$ 5,331
Santa Clara	Town of Los Gatos	\$ 18,778

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**California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor
Access for All Act of 2018 - Per Capita Grant Program**

County	Jurisdiction	Allocation
Sonoma	Camp Meeker PRD	\$ 446
Sonoma	Cazadero CSD	\$ 733
Sonoma	City of Cloverdale	\$ 5,658
Sonoma	City of Cotati	\$ 4,840
Sonoma	City of Healdsburg	\$ 7,398
Sonoma	City of Petaluma	\$ 38,044
Sonoma	City of Rohnert Park	\$ 26,646
Sonoma	City of Santa Rosa	\$ 107,339
Sonoma	City of Sebastopol	\$ 4,819
Sonoma	City of Sonoma	\$ 7,063
Sonoma	Monte Rio RPD	\$ 704
Sonoma	Russian River RPD	\$ 3,673
Sonoma	Town of Windsor	\$ 17,458
Stanislaus	City of Ceres	\$ 30,260
Stanislaus	City of Hughson	\$ 4,584
Stanislaus	City of Newman	\$ 7,174
Stanislaus	City of Oakdale	\$ 14,255
Stanislaus	City of Patterson	\$ 13,522
Stanislaus	City of Riverbank	\$ 15,614
Stanislaus	City of Turlock	\$ 46,790
Stanislaus	City of Waterford	\$ 5,562
Ventura	City of Camarillo	\$ 1,650
Ventura	City of Fillmore	\$ 42,709
Ventura	City of Moorpark	\$ 9,687
Ventura	City of Ojai, Recreation Dept	\$ 22,626
Ventura	City of Port Hueneme	\$ 4,889
Ventura	City of Santa Paula	\$ 14,057
Ventura	City of Ventura, Parks, Rec & Community Partnership	\$ 18,546
Ventura	Bell Canyon CSD	\$ 6,887
Ventura	Conejo RPD	\$ 85,566
Ventura	Pleasant Valley RPD	\$ 44,926
Ventura	Rancho Simi RPD	\$ 86,177

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