

City of Capitola Agenda

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

Treasurer: Peter Wilk



CAPITOLA CITY COUNCIL REGULAR MEETING

THURSDAY, SEPTEMBER 27, 2018

7:00 PM

CITY COUNCIL CHAMBERS
420 CAPITOLA AVENUE, CAPITOLA, CA 95010

CLOSED SESSION – 6 PM CITY MANAGER’S OFFICE

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

CONFERENCE WITH LABOR NEGOTIATOR [Govt. Code § 54957.6]

Negotiator: Dania Torres Wong/Larry Laurent
Employee Organizations: (1) Capitola Police Officers Association

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

[Govt. Code § 54956.9 (d)(1)]

City of Capitola v. Linda Fridy & Gail Pellerin (Juan Escamilla Real Party in Interest)
Santa Cruz Superior Court Case No. 18CV02200

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

[Govt. Code § 54956.9(d)(4)]

(1 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.

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

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

2. PRESENTATIONS

A. PANS (Pediatric Acute-onset Neuropsychiatric Syndrome) Awareness Proclamation

B. Pink Patch Project

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

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

7. CITY COUNCIL / CITY TREASURER / STAFF COMMENTS

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

8. CONSENT CALENDAR

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

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

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA
September 27, 2018

- A. Consider the September 13, 2018, City Council Regular Meeting Minutes
RECOMMENDED ACTION: Approve minutes.
- B. Planning Commission Action Minutes
RECOMMENDED ACTION: Receive minutes.
- C. Approval of City Check Registers dated June 1, June 8, June 15, June 22 and June 29, 2018
RECOMMENDED ACTION: Approve check registers.
- D. Approval of City Check Registers for July 6, July 13, July 20 and July 27, 2018
RECOMMENDED ACTION: Approve check registers.
- E. Approval of City Check Registers for August 3, August 10, August 17, August 24 and August 31, 2018.
RECOMMENDED ACTION: Approve check registers.
- F. Capitola Village and Wharf Business Improvement Area Budget Amendment
RECOMMENDED ACTION: Approve a budget amendment for the Capitola Village and Wharf Business Improvement Area Fiscal Year 2018-19 budget reflecting the use of approximately \$12,000 of the fund balance.

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 an Appeal of the Planning Commission's Approval of a Design Permit, Variance, and Coastal Development Permit for Application #18-0184, 205 Magellan
RECOMMENDED ACTION: Uphold the Planning Commission's decision to approve the project as conditioned.
- B. City Goals for Developing Capitola's Social Media Presence
RECOMMENDED ACTION: Receive the presentation and provide direction.

10. ADJOURNMENT

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

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

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA
September 27, 2018

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 Video." Archived meetings can be viewed from the website at anytime.



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF SEPTEMBER 27, 2018

FROM: City Manager Department

SUBJECT: PANS Awareness Proclamation

BACKGROUND/DISCUSSION: Mayor Termini will present a proclamation to parent/advocate Rachel Sortino declaring October 9 as PANS (pediatric acute-onset neuropsychiatric syndrome) awareness day in Capitola.

ATTACHMENTS:

1. PANS Proclamation
2. PANS fact sheet

Report Prepared By: Linda Fridy
City Clerk

Reviewed and Forwarded by:

Jamie Goldstein, City Manager

9/21/2018

City of Capitola Mayor's Proclamation

Designating October 9, 2018, as PANS Awareness Day

WHEREAS, pediatric acute-onset neuropsychiatric syndrome, or PANS, is an inflammation on a child's brain triggered by a faulty immune response. The affected child quickly begins to exhibit symptoms such as obsessive-compulsive disorder, severe restrictive eating, anxiety, tics, personality changes, decline in math and handwriting abilities, and more.

WHEREAS, nearly 1 percent of the pediatric population in the United States suffers from PANS, including residents of Capitola; and

WHEREAS, misdiagnoses address the apparent symptoms, but ignore the underlying infection and result in ineffective treatment; and

WHEREAS, without proper diagnoses and clinical treatment, PANS can result in debilitating conditions that have a significant impact on the lives of those affected; and

WHEREAS, families affected by PANS often experience problems such as misdiagnoses, difficulty finding a medical expert, lack of access to treatment, and high treatment costs; and

WHEREAS, every year on October 9th, a nationwide observance of PANS and associated disorders is organized by patients, medical professionals, researchers, government officials, and others to raise awareness of the disease; and

NOW, THEREFORE, I, Michael Termini, Mayor of Capitola, hereby proclaim October 9th as PANS Awareness Day and encourage the citizens of Capitola to become informed and aware of the disorder.

*Michael Termini, Mayor
Signed and sealed this 27th day of September, 2018*

PANS and PANDAS Defined

A diagnosis of PANS (or PANDAS) means a child has had a sudden, acute onset in multiple neuropsychiatric domains and the trigger is derived from a misdirected autoimmune response to streptococcus or other bacterial, viral, environmental or immune dysfunction. It is a clinical diagnosis and a diagnosis of exclusion.

PANS (Pediatric Acute Neuropsychiatric Syndrome) experts convened in 2012 to further clarify a working criteria derived from the previously identified PANDAS syndrome. PANDAS is a subset of PANS when the trigger is known to be streptococcus. ¹

Diagnostic Criteria: Abrupt, dramatic onset of OCD or severely restricted food intake; symptoms not better explained by a known neurologic or medical disorder; with 2 or more **similarly severe** accompanying symptoms:

- Anxiety
- Emotional lability and/or depression
- Irritability, aggression and/or severely oppositional behaviors
- Behavioral (and/or developmental) regression
- Deterioration in school performance
- Sensory or motor abnormalities
- Somatic signs including sleep disturbances

PANDAS (Pediatric Autoimmune Neuropsychiatric Disorder Associated with Streptococcal Bacteria) is an acronym identified in 1990's by a team of researchers at the NIMH.
 Defined by 5 criteria: 1. Abrupt, significant onset of OCD and/or Tics 2. Includes other neuropsychiatric symptoms 3. Prepubertal onset 4. Association with streptococcal infection 5. Symptoms follow relapsing-remitting course.

What causes PANS (PANDAS)? New and evolving research has begun to substantiate that this syndrome involves a misdirected autoimmune process that affects or weakens the blood brain barrier. The region of the brain primarily affected is the basal ganglia. These are a group of structures that act as "switching stations" in the deepest inner region of the brain. Some of the brain function area managed via the basal ganglia include: movement, cognitive perception, habit, executive "logic based" thinking, emotions and the endocrine system.

Who gets PANS (PANDAS)? Research indicates the vast majority of children are between four and twelve years old although there are outliers that occur on either side of the age range.

PANDAS Network Survey 700 parent anecdotal report (2012)

AGE OF ONSET	
• 1 to 3 years	11%
• 4 to 9 years	69%
• 10 to 13 years	19%
• 14+ years	1%

PREDOMINANT SYMPTOM	
• OCD	37%
• TICS	14%
• BOTH	49%

INFECTIONS REPORTED	
• Strep	81%
• Other	19%
(Mycoplasma, Lyme, unknown)	

¹ Chang, Kiki, et al: Clinical Evaluation of Youth with Pediatric Acute-Onset Neuropsychiatric Syndrome (PANS) Recommendations from the 2013 PANS Consensus Conference. JCAP Vol.25, No. 1:, 3-13, Feb. 2015

What is the course of the illness? Exacerbations relapse and remit. They tend to increase in duration and intensity with each episode. Untreated PANS (PANDAS) can cause permanent debilitation and in some cases can become encephalitic in nature. Subsequent episodes can be caused by other environmental and infectious triggers different from the original infection. Treated in a timely fashion – PANS (PANDAS) can remit entirely.



What testing/treatment is available for PANS (PANDAS)?

At the minimum during an initial onset, cases require:

- Throat swab to rule out strep on a 48 hour culture.
- Blood work: streptozyme, ASO and anti-dnase B
- Tests to rule out other infections based upon medical history intake
- Use the PANS Survey at each appointment to measure severity and duration of symptoms
- Lab test measuring anti-neuronal autoantibodies present in neuropsychiatric and movement disorders such as Sydenham Chorea and PANDAS/PANS in children. The “Cunningham Panel” is an aide in the physician's diagnosis and requires a blood sample. It helps make a timely and accurate diagnosis. www.moleculera.com

Evolving research indicates that tonsil and adenoid surgery may be extremely important to consider. Referrals to other specialties must be made on an urgent basis.

The longer a child has been ill, discernment of the autoimmune causation is difficult. Evaluations based on the Consensus Statement¹ and the Pandas Physicians Network (www.pandasppn.org) must be considered. Additional recommendations include:

- Antibiotics with a beta-lactam course to treat infection.
- Follow up with patient to see if remission occurred. Consider continued antibiotic or prophylaxis.
- In severe cases intravenous immunoglobulin (IVIG) or plasmapheresis.
- Residual OCD often benefits from CBT or counseling.

What can be done for the struggling family?

Doctors often wonder if this syndrome is really “only ocd” or “only tic” disorders. The type of **profound change in the child and effect on their family** goes far beyond a simple ocd or tic diagnosis. The family and child are often traumatized, frightened, and the sense of urgency is palpable. Until brain imaging equipment and immune testing improves, it is asked that doctors **at the minimum follow up with the child every three to six months** and observe the course of the child’s episodes over time. Refer the family to counselors who can assist with PTSD, sleepless nights and be sure there is support for the struggling siblings. Be sure caregivers are given a respite. Healing can occur.

For Families and Support go to www.pandasnetwork.org

For Practitioners go to www.pandasppn.org

General Information and Advice: www.nimh.nih.gov (search PANDAS or PANS)

Or the International OCD Foundation www.iocdf.org (search PANDAS or PANS)

For Detailed Overview of PANDAS-PANS Research and Cunningham Panel www.moleculera.com



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF SEPTEMBER 27, 2018

FROM: Capitola Police Department

SUBJECT: Pink Patch Project

BACKGROUND/DISCUSSION: The Pink Patch Project (PPP) is an innovative public awareness campaign designed to bring attention to the fight against breast cancer and to support breast cancer research organizations in combating this devastating disease. The purposes of the PPP are to:

- Raise awareness about breast cancer and the importance of early detection and treatment.
- Raise funds for cancer research, treatment and education through the sale of commemorative pink patches (and other items).

The Capitola Police Department began its PPP campaign in October 2017, which raised \$13,000 for WomenCARE in Soquel. WomenCARE is a safe haven where women with any type of cancer find mutual support, shared experiences, and open hearts.

Beginning October 1 through the end of the month, all Capitola Police Officers will once again be wearing our unique uniforms displaying pink patches in honor of cancer patients, survivors, and family members. Patches and other items can be purchased through the Capitola Police Department with 100 percent of the proceeds going to WomenCARE.

The entire police department thanks the community for their ongoing support of this wonderful program.

Report Prepared By: Terry McManus
Police Chief

Pink Patch Project
September 27, 2018

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

9/21/2018



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF SEPTEMBER 27, 2018

FROM: City Manager Department

SUBJECT: Consider the September 13, 2018, 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 13, 2018.

ATTACHMENTS:

1. 9-13 draft minutes

Report Prepared By: Linda Fridy
City Clerk

Reviewed and Forwarded by:

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

Jamie Goldstein, City Manager

9/21/2018

**DRAFT
CAPITOLA CITY COUNCIL
REGULAR MEETING MINUTES
THURSDAY, SEPTEMBER 13, 2018**

CALL TO ORDER

Mayor Termini called the meeting to order at 6:15 p.m.

No members of the public were present and the Council adjourned to the City Manager's Office with the following items to be discussed in Closed Session:

CONFERENCE WITH LABOR NEGOTIATOR [Govt. Code § 54957.6]

Negotiator: Dania Torres Wong/Larry Laurent

Employee Organizations: (1) Capitola Police Officers Association

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

[Govt. Code § 54956.9 (d)(1)]

(1 cases)

City of Capitola v. Water Rock Construction, Inc.

Santa Clara Superior Court Case No. 16CV295795

REGULAR MEETING OF THE CAPITOLA CITY COUNCIL – 7 PM

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

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

2. PRESENTATIONS

A. Children's Cancer Awareness Month Proclamation

Mayor Termini presented the proclamation honoring Jacob's Heart for 20 years of service and declaring Children's Cancer Awareness Month. Sue Quijano thanked the City and invited the community to Kidrageous on September 23 in Watsonville. Cancer patient Grace's parents expressed their appreciation for the understanding community of families and services provided by Jacob's Heart.

B. Introduce New Building Official

Community Development Director Katie Herlihy introduced Robin Woodman, the City's new building official. She is working a shared contract with Scotts Valley.

C. Introduce New Recreation Supervisor

Jamie Goldstein introduced Nikki Bryant, who was selected from a large and enthusiastic pool of applicants. She thanked the Council for the opportunity to lead the recreation team.

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
September 13, 2018

3. REPORT ON CLOSED SESSION

Deputy City Attorney Reed Gallogly said the Council took no reportable action.

4. ADDITIONAL MATERIALS

A. Item 9.B – one public comment email.

5. ADDITIONS AND DELETIONS TO AGENDA - None

6. PUBLIC COMMENTS - None

7. CITY COUNCIL / CITY TREASURER / STAFF COMMENTS

Treasurer Wilk reported on the Peery Park Soquel Creek restoration program, overseen by Commission on the Environment. Following volunteer clearing of non-native plants, work will begin at the creek bed the week of September 24. This phase will be handled by the City's habitat contractor and crew following clearance by regulatory agencies. He supports continuing and expanding efforts along the creek.

Public Works Director Steve Jesberg reported on the start of slurry seal work on streets throughout the city and reminded the community to expect detours and road closures next week. The sidewalk program on 38th Avenue is also about to begin, along with paving of the Community Center parking lot and basketball court.

Council Member Bottorff praised the recent quick response of Central Fire to keep a fire in the Village from spreading. Responding to comments and rumors online on Next Door about street plates and the height of the project across from City Hall, he noted the time the plates are in place is a PG&E issue and the height of building is within allowed parameters. He asked to place on a future meeting agenda an item discussing the removal of council members from pension programs.

Council Member Petersen noted there is still time to register for Capitola Foundation's golf tournament in early October and requested a future agenda item considering a Citizen's Climate Lobby resolution of support.

Mayor Termini praised the Art & Wine Festival, especially its impact on local restaurants and police department efforts. Monterey Bay Community Power is now providing carbon-free electricity and will give a three to five percent rebate. It is also already retiring two debts that were guaranteed by local jurisdictions.

8. CONSENT CALENDAR

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

- A. Consider the August 9, 2018, City Council Regular Meeting Minutes
RECOMMENDED ACTION: Approve minutes.
- B. Planning Commission Action Minutes
RECOMMENDED ACTION: Receive minutes.

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
September 13, 2018

- C. Update Administrative Policies Regarding Communication Devices
RECOMMENDED ACTION: Adopt updated V-9 Mobile Communication Device Use Policy and V-10 Digital Device Purchasing Policy including recommendations by the City Attorney's Office.
- D. Ratify Agreement with the City of Scotts Valley for Sharing of Chief Building Official Services
RECOMMENDED ACTION: Ratify the agreement between the City of Capitola and the City of Scotts Valley.
- E. Consider Awarding the Contract for the Local Hazard Mitigation Plan Update
RECOMMENDED ACTION: Award a sole-source contract to Kimley-Horn for an update of Capitola's Local Hazard Mitigation Plan in an amount not to exceed \$55,250.
- F. Consider a Resolution in Opposition to Proposition 6 Repealing Senate Bill 1, the Road Repair and Accountability Act of 2017
RECOMMENDED ACTION: Adopt **Resolution No. 4125**.
- G. Approve the First Supplement to the Amended and Restated Joint Exercise of Powers Agreement for the Santa Cruz Public Libraries Facilities Financing Authority
RECOMMENDED ACTION: Approve agreement.
- H. Consider a Contract Amendment with Noll and Tam Architects for Capitola Branch Library Design Work
RECOMMENDED ACTION: Approve contract amendment for Noll & Tam Architects for \$129,390 for work necessary to complete value engineering and cost reduction modifications to the plans for the Capitola Branch Library Project.

9. GENERAL GOVERNMENT / PUBLIC HEARINGS

- A. Report on the Status of Construction of the Capitola Branch Library
RECOMMENDED ACTION: Receive report.

Director Jesberg presented the staff report, noting the two items on the consent calendar including the additional Measure S money. The amended contract will include two change orders, one of about \$300,000 in cost savings that is more straightforward and should be in place soon. Another \$487,000 requires some design work, but review should begin soon. The budget now has a 7.3 percent contingency.

Council Member Bottorff said he is pleased with the new funding and that it appears no more General Fund money will be needed.

RESULT:	RECEIVED REPORT
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- B. Consider Request for Sponsorship of the Capitola Beach Festival
RECOMMENDED ACTION: Provide direction regarding of sponsorship of \$5,000 for the Capitola Beach Festival.

Assistant to the City Manager Larry Laurent presented the staff report, noting a history of previous sponsorship of the Begonia Festival.

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES

September 13, 2018

Beach Festival Treasurer Teresa Green said that the festival continues a number of events from the former Begonia Festival, with a lighted barge parade replacing begonia-covered floats. Laurie Hill reiterated the close ties to the former Begonia Festival and its volunteers.

Council Member Bottorff agrees that there is a community desire to continue a festival and Council Member Petersen added that this an opportunity for the next generation to create a tradition.

MOTION:	ALLOCATE \$5,000 FROM THE CITY MANAGER'S UNANTICIPATED EVENTS FUND TO SPONSOR THE BEACH FESTIVAL
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ed Bottorff, Council Member
SECONDER:	Kristen Petersen, Council Member
AYES:	Ed Bottorff, Michael Termini, Kristen Petersen
ABSENT:	Stephanie Harlan, Jacques Bertrand

C. Fiscal Year 2018-19 Sales Tax Revenue Update

RECOMMENDED ACTION: Receive report.

Finance Director Jim Malberg presented the staff report. He noted that previously consultant projections and actual income had been consistently close, but a change in state reporting has led to erratic numbers.

Staff is communicating with the property owners of both Orchard Supply Hardware and Sears, which announced closures for this fall, but a drop in sales tax is expected. Should the November Transient Occupancy Tax measure pass, it could help offset losses.

Data for April through June is expected soon and a reconciliation of economic activity and actual cash receipts will be conducted.

RESULT:	RECEIVED REPORT
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D. Bikeshare Program Overview

RECOMMENDED ACTION: Receive report and direct staff to initiate research for establishment of a local bikeshare program and return to a future City Council meeting with additional program details

Community Development Director Herlihy presented the staff report. She noted that dockless bikes, those that are not returned to a specific location, create a need to address the use in the municipal code regardless of whether the City initiates a program or not.

In response to Mayor Termini's question, she explained that for an existing business to host or invite a bikeshare vendor would require a conditional use permit and also must be a use related to the existing business/retailer. She also answered that the goal of Santa Cruz City's program's is to be cost-neutral and she does not have income information.

City Manager Jamie Goldstein emphasized the need to address these types of uses to prevent problems whether there is a program or not. He said a load of dockless scooters were dropped off without notice or permits recently in Santa Cruz.

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
September 13, 2018

Treasurer Wilk confirmed that a bikeshare program is not needed to meet carbon-reduction goals, although Director Herlihy said a program would meet other goals.

In public comment, Jannelee Strause of Bike Santa Cruz County shared statistics from the program's kickoff in Santa Cruz. She noted the appeal of bikeshare for those who do not wish to own a bike and the anticipated reduction in short driving trips. She encouraged the City to investigate a program.

Piet Canin from Ecology Action noted that electric bikes are appealing for steep hills such as Capitola's. He supports looking at a program. Ecology Action is also interested in working with the City and vendors to address safety concerns.

Sam Storey, resident and Planning Commissioner, is enthusiastic about the possibility, but asked staff to look into Americans with Disabilities Act issues.

Council Member Bottorff likes the idea of coordinating a program with other jurisdictions, but cautioned about establishing a monopoly and being stuck with "old" technology.

MOTION:	DIRECT STAFF TO INITIATE RESEARCH FOR ESTABLISHMENT OF A LOCAL BIKESHARE PROGRAM AS RECOMMENDED.
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kristen Petersen, Council Member
SECONDER:	Ed Bottorff, Council Member
AYES:	Ed Bottorff, Michael Termini, Kristen Petersen
ABSENT:	Stephanie Harlan, Jacques Bertrand

- E. Consider Request for Proposals for Tax Revenue Consulting Services
RECOMMENDED ACTION: Authorize staff to issue the Request for Proposals.

Director Malberg presented the staff report. He noted transient occupancy tax monitoring, the potential new cannabis tax, and a request by the current vendor for a new contract drove this request to review options.

MOTION:	AUTHORIZE STAFF TO ISSUE THE REQUEST FOR PROPOSAL AS RECOMMENDED
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ed Bottorff, Council Member
SECONDER:	Kristen Petersen, Council Member
AYES:	Ed Bottorff, Michael Termini, Kristen Petersen
ABSENT:	Stephanie Harlan, Jacques Bertrand

10. ADJOURNMENT

The meeting adjourned at 8:15 p.m.



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF SEPTEMBER 27, 2018

FROM: City Manager Department
SUBJECT: Planning Commission Action Minutes

RECOMMENDED ACTION: Receive minutes.

DISCUSSION: Attached for Council review are the action minutes of the September 6, 2018, Planning Commission regular meeting.

ATTACHMENTS:

1. 09-06-2018 Planning Commission Action Minutes

Report Prepared By: Jackie Aluffi

Reviewed and Forwarded by:

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

Jamie Goldstein, City Manager

9/21/2018



**DRAFT ACTION MINUTES
CAPITOLA PLANNING COMMISSION MEETING
THURSDAY, SEPTEMBER 6, 2018
7 P.M. – CAPITOLA CITY COUNCIL CHAMBERS**

1. ROLL CALL AND PLEDGE OF ALLEGIANCE
2. ORAL COMMUNICATIONS
 - A. Additions and Deletions to Agenda – None
 - B. Public Comments – None
 - C. Commission Comments – None
 - D. Staff Comments – None

3. APPROVAL OF MINUTES

- A. Planning Commission - Regular Meeting - Jul 19, 2018 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Linda Smith, Commissioner
SECONDER:	Susan Westman, Commissioner
AYES:	Smith, Newman, Welch, Westman, Storey

- B. Planning Commission - Regular Meeting - Aug 2, 2018 7:00 PM

RESULT:	ACCEPTED [4 TO 0]
MOVER:	TJ Welch, Commissioner
SECONDER:	Linda Smith, Commissioner
AYES:	Smith, Newman, Welch, Storey
ABSTAIN:	Westman

4. CONSENT CALENDAR

- A. **308 El Salto Drive #18-0289 APN: 036-123-27**

Design Permit for a first-story addition of a porch to an existing two-story single-family home 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: Chris Henry

Representative: Derek Van Alstine, Designer, Filed: 6.19.2018

MOTION: Approve Design Permit.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Susan Westman, Commissioner
SECONDER:	TJ Welch, Commissioner
AYES:	Smith, Newman, Welch, Westman, Storey

B. 4775 Garnet Avenue #18-0377 APN: 034-037-17

Design Permit to modify the roof design of an existing nonconforming duplex and detached garage in 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: Mike & Ayshe Anderson

Representative: Heidi Anderson Spicer, Architect, Filed: 07.11.2018

Commissioner Smith pointed out for clarification that there was an error on the cover sheet of the site plan that shows the site mis-marked. Director Katie Herlihy commented that it would be corrected at the time building plans are submitted.

MOTION: Approve Design Permit.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Susan Westman, Commissioner
SECONDER:	TJ Welch, Commissioner
AYES:	Smith, Newman, Welch, Westman, Storey

C. 106 Sacramento Avenue #18-0143 APN: 036-143-09

Design Permit for a 764-square-foot addition with a new second-story to an existing single-family home located within the Single-Family (R-1) zoning district and the Geological Hazards (GH) district.

This project is in the Coastal Zone and requires a Coastal Development Permit which is appealable to the California Coastal Commission after all possible appeals are exhausted through the City.

Environmental Determination: Categorical Exemption

Property Owner: Mike & Meghan Morrissey

Representative: Dan Gomez, Architect, Filed: 03.29.2018

MOTION: Continue item to next regular Planning Commission meeting of October 4, 2018.

RESULT:	CONTINUED [4 TO 0] Next: 10/4/2018 7:00 PM
MOVER:	Susan Westman, Commissioner
SECONDER:	TJ Welch, Commissioner
AYES:	Smith, Newman, Welch, Westman
RECUSED:	Storey

5. PUBLIC HEARINGS**A. 210 Central Avenue #18-0001 APN: 036-122-19**

Request to Continue to November 1, 2018, the Design Permit, CUP, Major Revocable Encroachment Permit, and Variance for an addition to an historic single-family residence located at 210 Central Avenue within the R-1 (Single-Family) zoning district.

This project is in the Coastal Zone and requires a Coastal Development Permit which is appealable to the California Coastal Commission after all possible appeals are exhausted through the City.

Environmental Determination: Categorical Exemption

Property Owner: Paul & Brigitte Estey

Representative: Paul & Brigitte Estey, Owners. Filed: 01-02-2018

MOTION: Continue item to November 1, 2018 Planning Commission meeting.

RESULT:	CONTINUED [UNANIMOUS]	Next: 11/1/2018 7:00 PM
MOVER:	Linda Smith, Commissioner	
SECONDER:	Susan Westman, Commissioner	
AYES:	Smith, Newman, Welch, Westman, Storey	

B. 609 Capitola Avenue #18-0189 APN: 035-301-23

Design Permit and Conditional Use Permit for an addition to an historic single-family home with a Variance to the rear yard setback for the attached garage located within the R-1 (Single-Family) zoning district.

This project is in the Coastal Zone and requires a Coastal Development Permit which is not appealable to the California Coastal Commission after all possible appeals are exhausted through the City.

Environmental Determination: Categorical Exemption

Property Owner: Guy Tringali

Representative: Dennis Norton, Filed: 04.30.2018

MOTION: Deny Variance request, Approve Design Permit, Coastal Development Permit, and Conditional Use Permit, as amended.

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Susan Westman, Commissioner
SECONDER:	Edward Newman, Commissioner
AYES:	Smith, Newman, Welch, Westman, Storey

6. DIRECTOR'S REPORT**7. COMMISSION COMMUNICATIONS****8. ADJOURNMENT**



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF SEPTEMBER 27, 2018

FROM: Finance Department

SUBJECT: Approval of City Check Registers dated June 1, June 8, June 15, June 22 and June 29, 2018

RECOMMENDED ACTION: Approve check registers.

Account: City Main				
Date	Starting Check #	Ending Check #	Check/EFT Count	Amount
6/1/2018	89631	89682	56	\$219,985.89
6/8/2018	89683	89740	59	\$126,378.08
6/15/2018	89741	89810	75	\$532,392.60
6/22/2018	89811	89902	94	\$216,889.52
6/29/2018	89903	89950	54	\$277,628.08

The main account check register dated May 25, 2018, ended with check #89630.

Account: Library				
Date	Starting Check #	Ending Check #	Check/EFT Count	Amount
6/15/2018	70	71	2	\$2,940.80

The library account check register dated May 25, 2018, ended with check #69.

Account: Payroll				
Date	Starting Check #	Ending Check #	Check/EFT Count	Amount
6/1/2018	5337	5338	2	\$253.96
6/8/2018	5339	5343	94	\$154,077
6/15/2018	5344	5344	1	\$10,441.85
6/22/2018	5345	5356	128	\$172,599.25

The payroll account check register dated May 25, 2018, ended with check #5336.

Following is a list of checks issued for more than \$10,000 and a brief description of the expenditure:

Check	Issued to	Dept	Description	Amount
89631	4Leaf Inc.	CD	April interim building official	\$12,723.75
89649	ICMA Retirement Trust	FN	Employee 457 contributions	\$31,100.39

Approval of City Check Registers
September 27, 2018

			PPE 5/19/18	
89662	Nichols Consulting Engineers	PW	Fanmar project meetings, Surface seal project design, PG&E utility coordination	\$20,980
EFT 612	CalPERS Member Services	FN	PERS contributions PPE 5/19/18	\$47,455.96
EFT 613	Employment Development Department	FN	State taxes PPE 5/19/18	\$12,188.01
EFT 614	IRS	FN	Federal taxes & Medicare PPE 5/19/18	\$39,657.89
89711	Moffatt and Nichol	PW	Wharf, jetty, flume design and engineering	\$21,946.54
EFT 616	CalPERS Health Insurance	FN	June health insurance	\$58,534.35
89742	Atchison Barisono Condotti & Kovacevich	CM	May legal services	\$44,366.88
89747	CalPERS Fiscal Services	FN	OPEB trust contribution FY17/18	\$60,000
89770	Kimberly Chavez	CM	Sea lion public art sculpture	\$15,000
89777	PG&E	FN	Monthly gas & electricity	\$14,326.05
89781	Peterson Caterpillar	PW	Cat model 926M tractor	\$190,675.51
89785	SCC Auditor Controller	PD	May citation processing	\$11,816
89790	Soquel Creek Water District	PW	May water usage and irrigation fees	\$10,896.07
89801	Vavrinek Trine Day and Co.	FN	Interim audit field work	\$15,000
89803	Wells Fargo Bank	FN	May credit card charges	\$12,856.17
EFT 618	CalPERS Member Services	FN	PERS contributions PPE 6/2/18	\$47,496.56
EFT 620	IRS	FN	Federal taxes & Medicare PPE 6/2/18	\$23,486.92
89811	4Leaf Inc.	CD	May interim building official	\$16,065
89830	Community Bridges	CM	Community grant funding	\$56,662
89887	Solar Traffic Systems Inc.	PW	Pedestrian crossing signs	\$10,228.50
89923	Kimley Horn & Associates	PW	Traffic signal adaptive control services, Park Ave. sidewalk improvements, PG&E undergrounding	\$12,208.16
89929	PG&E	PW	Monthly gas & electricity	\$15,231.39
89937	US Bank PARS	FN	Quarterly PARS trust contribution	\$125,000
EFT 624	IRS	FN	Federal taxes & Medicare PPE 6/16/18	\$25,754.66
EFT 629	CalPERS Member Services	FN	PERS contributions PPE 6/16/18	\$47,704.14

ATTACHMENTS:

Approval of City Check Registers
September 27, 2018

1. 6/1/18 City Check Register
2. 6/8/18 City Check Register
3. 6/15/18 City Check Register
4. 6/22/18 City Check Register
5. 6/29/18 City Check Register

Report Prepared By: Maura Herlihy
Account Technician

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

9/21/2018

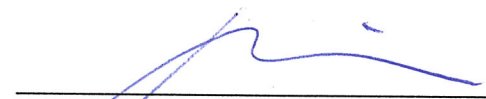
City Main account checks dated June 1, 2018, numbered 89631 to 89682 plus 4 EFTs, totaling \$219,985.89, and 2 reissued Payroll account checks, totaling \$253.96, for a grand total of \$220,239.85, have been reviewed and authorized for distribution by the City Manager.

As of June 1, 2018, the unaudited cash balance is \$6,427,472.98.

CASH POSITION - CITY OF CAPITOLA 6/1/18

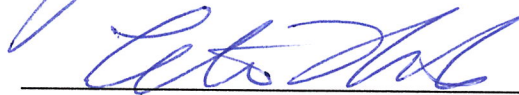
	Net Balance
General Fund	\$2,349,950.03
Payroll Payables	\$115,357.11
Contingency Reserve Fund	\$1,969,845.66
Facilities Reserve Fund	\$363,040.63
Capital Improvement Fund	\$1,034,714.00
Stores Fund	\$26,473.04
Information Technology Fund	\$83,140.67
Equipment Replacement	\$204,507.78
Self-Insurance Liability Fund	\$93,322.90
Workers' Comp. Ins. Fund	\$151,391.79
Compensated Absences Fund	\$35,729.37
TOTAL UNASSIGNED GENERAL FUNDS	\$6,427,472.98

The Emergency Reserve Fund balance is \$1,310,705.54 (not included above).
The PERS Contingency Fund balance is \$690,408.56 (not included above).
The Library Fund balance is \$468,111.90 (not included above).



Jamie Goldstein, City Manager

6/4/18
Date



Peter Wilk, City Treasurer

6/12/18
Date

Attachment: 6/1/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 1, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
CITY - Main City						
<u>Check</u>						
89631	06/01/2018	Open			4LEAF INC.	\$12,723.75
	Invoice		Date	Description		Amount
	J3604F		05/24/2018	April interim building official services		\$12,723.75
89632	06/01/2018	Open			AFLAC	\$1,723.96
	Invoice		Date	Description		Amount
	694879		05/25/2018	May employee supplemental insurance 1001 - Payroll Payables		\$1,723.96
89633	06/01/2018	Open			APTOS LANDSCAPE SUPPLY INC.	\$74.87
	Invoice		Date	Description		Amount
	467012		05/24/2018	Esplanade pathway bark		\$74.87
89634	06/01/2018	Open			AT&T/CALNET 3	\$1,376.86
	Invoice		Date	Description		Amount
	000011352123		05/13/2018	May telephone service 1000 - General Fund 2211 - ISF - Information Tech	\$1,063.23 \$313.63	\$1,376.86
89635	06/01/2018	Open			AT&T/CALNET 3	\$1,067.98
	Invoice		Date	Description		Amount
	000011352791		05/13/2018	May T-1 access		\$1,067.98
89636	06/01/2018	Open			AUTOMATION TEST ASSOCIATES	\$40.00
	Invoice		Date	Description		Amount
	46199		05/22/2018	May wharf meter reading 1311 - Wharf		\$40.00
89637	06/01/2018	Open			CA DEPT OF TAX AND FEE ADMINISTRATION	\$549.00
	Invoice		Date	Description		Amount
	CDTFA053118		05/31/2018	Sales tax on vehicles sold at auction 2212 - ISF - Equipment Replacement		\$549.00
89638	06/01/2018	Open			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,598.75
	Invoice		Date	Description		Amount
	POA052518		05/25/2018	POA dues PPE 5/19/18 1001 - Payroll Payables		\$1,598.75
89639	06/01/2018	Open			COMMUNITY PRINTERS	\$1,564.94
	Invoice		Date	Description		Amount
	21315011		05/18/2018	Twilight concert series mailer and poster		\$1,564.94

Attachment: 6/1/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 1, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89640	06/01/2018	Open			COMMUNITY TREE SERVICE INC	\$3,400.00
	Invoice		Date	Description		Amount
	9481		04/19/2018	Tree servicing at Esplanade park		\$3,400.00
89641	06/01/2018	Open			eFolder Inc.	\$125.00
	Invoice		Date	Description		Amount
	INV00140167		04/30/2018	April record storage fee 2211 - ISF - Information Technology		\$125.00
89642	06/01/2018	Open			EWING IRRIGATION	\$509.20
	Invoice		Date	Description		Amount
	5358462		05/16/2018	Soil probe		\$29.66
	5358463		05/16/2018	Glue & primer		\$18.33
	5368512		05/17/2018	Irrigation supplies		\$117.27
	5402798		05/22/2018	Irrigation supplies		\$107.71
	5413264		05/23/2018	Irrigation supplies		\$7.86
	5423183		05/24/2018	Aluminum rakes (3)		\$171.84
	5432967		05/25/2018	Sewer drain supplies		\$54.29
	5445178		05/26/2018	Tree ties		\$2.24
89643	06/01/2018	Open			EXTREME TOWING	\$200.00
	Invoice		Date	Description		Amount
	012730		05/20/2018	Towed vehicle 141 to Corp Yard		\$200.00
89644	06/01/2018	Open			FIRST SECURITY	\$315.00
	Invoice		Date	Description		Amount
	559507		05/22/2018	June Community Center patrol service		\$315.00
89645	06/01/2018	Open			GEORGE McMENAMIN	\$550.00
	Invoice		Date	Description		Amount
	2018-9		05/28/2018	May riparian restoration services		\$550.00
89646	06/01/2018	Open			HOME DEPOT CREDIT SERVICES	\$15.14
	Invoice		Date	Description		Amount
	1023647		05/07/2018	Washers and lag screws		\$15.14
89647	06/01/2018	Open			HOUSING AUTHORITY OF SCC	\$2,746.00
	Invoice		Date	Description		Amount
	18-11COCHAP		05/11/2018	Homeless action partnership cost share		\$2,746.00
89648	06/01/2018	Open			HUMBOLDT PETROLEUM LLC	\$6.50
	Invoice		Date	Description		Amount
	087473		05/15/2018	PD car wash		\$6.50

Attachment: 6/1/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 1, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89649	06/01/2018	Open			ICMA RETIREMENT TRUST 457	\$31,100.39
	Invoice		Date	Description		Amount
	41621640		05/25/2018	Employee 457 contributions PPE 5/19/18 1001 - Payroll Payables		\$31,100.39
89650	06/01/2018	Open			INTERNAL REVENUE SERVICE	\$573.89
	Invoice		Date	Description		Amount
	CP161		05/21/2018	Federal tax late deposit penalty (to be refunded) 1001 - Payroll Payables		\$573.89
89651	06/01/2018	Open			INTERNATIONAL BRONZE PLAQUE COMPANY	\$487.00
	Invoice		Date	Description		Amount
	18-49237		05/17/2018	Memorial plaque		\$139.00
	18-49246		05/17/2018	Memorial plaques (3)		\$348.00
89652	06/01/2018	Open			INTERSTATE ALL BATTERY CENTER	\$65.18
	Invoice		Date	Description		Amount
	542066		05/25/2018	Parking meter batteries (20)		\$65.18
89653	06/01/2018	Open			KBA Docusys Inc.	\$7.62
	Invoice		Date	Description		Amount
	INV667969		05/16/2018	Recreation copier usage charges		\$7.62
89654	06/01/2018	Open			LABORMAX STAFFING	\$2,999.20
	Invoice		Date	Description		Amount
	26-93167		05/25/2018	Seasonal labor		\$2,999.20
89655	06/01/2018	Open			LARRY LAURENT	\$119.34
	Invoice		Date	Description		Amount
	LL052518		05/25/2018	Office phone reimbursement 2211 - ISF - Information Technology		\$119.34
89656	06/01/2018	Open			LIFE INSURANCE CO OF NORTH AMERICA-CIGNA	\$2,246.60
	Invoice		Date	Description		Amount
	CIGNA052518		05/25/2018	May LTD, STD, AD&D, life insurance		\$2,246.60
				1000 - General Fund	\$0.39	
				1001 - Payroll Payables	\$2,246.21	
89657	06/01/2018	Open			LIUNA PENSION FUND	\$902.40
	Invoice		Date	Description		Amount
	CS3682		05/25/2018	May LIUNA pension dues 1001 - Payroll Payables		\$902.40

Attachment: 6/1/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 1, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89658	06/01/2018	Open			MAR-KEN K-9 TRAINING CENTER	\$240.00
	Invoice		Date	Description		Amount
	0133-18		05/15/2018	May K-9 training service		\$240.00
89659	06/01/2018	Open			MARINE RESCUE PRODUCTS	\$568.25
	Invoice		Date	Description		Amount
	45345A		05/14/2018	Lifeguard rescue tubes (10)		\$568.25
89660	06/01/2018	Open			MICROFLEX CORP	\$1,106.55
	Invoice		Date	Description		Amount
	IN1868738		05/16/2018	Latex gloves (9 boxes)		\$1,106.55
89661	06/01/2018	Open			MILLER'S TRANSFER & STORAGE CO.	\$209.45
	Invoice		Date	Description		Amount
	90011		05/16/2018	May record storage and April warehouse handling		\$209.45
89662	06/01/2018	Open			NICHOLS CONSULTING ENGINEERS CHTD	\$20,980.00
	Invoice		Date	Description		Amount
	303075509		05/22/2018	Fanmar project kick-off & progress meetings		\$410.00
	303095502		05/14/2018	Surface seal project design, PS&E, utility coordination, meeting		\$20,570.00
				1200 - Capital Improvement Fund	\$410.00	
				1309 - RTC Streets	\$20,570.00	
89663	06/01/2018	Open			PALACE OFFICE SUPPLIES	\$243.06
	Invoice		Date	Description		Amount
	481818-0		05/23/2018	Paper reams (2)		\$93.52
	481603-0		05/23/2018	Paper, address labels		\$129.76
	9501352-0		05/30/2018	Museum supplies		\$16.01
	481486-0		05/22/2018	Small card stock		\$3.77
				1000 - General Fund	\$109.53	
				2210 - ISF - Stores Fund	\$133.53	
89664	06/01/2018	Open			PHOENIX GROUP INFORMATION SYSTEMS	\$3,938.26
	Invoice		Date	Description		Amount
	042018070		05/15/2018	April citation processing		\$3,938.26
89665	06/01/2018	Open			PITNEY BOWES	\$2,020.99
	Invoice		Date	Description		Amount
	PB052018		05/20/2018	City Hall postage machine refill		\$2,020.99
				2210 - ISF - Stores Fund		

Attachment: 6/1/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 1, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89666	06/01/2018	Open			PREFERRED BENEFIT INSURANCE ADMIN.	\$5,294.10
	Invoice		Date	Description		Amount
	EIA24400		05/01/2018	May dental & vision insurance		\$5,294.10
				1000 - General Fund		(\$282.00)
				1001 - Payroll Payables		\$5,576.10
89667	06/01/2018	Open			QUILL CORPORATION	\$24.29
	Invoice		Date	Description		Amount
	7329368		05/23/2018	Name plate - Detective Sandretti		\$24.29
89668	06/01/2018	Open			REGISTER-PAJARONIAN	\$599.00
	Invoice		Date	Description		Amount
	284693		04/27/2018	BIA advertising		\$599.00
				1321 - BIA - Capitola Village-Wharf BIA		
89669	06/01/2018	Open			SANTA CRUZ COUNTY HEALTH SERVICES	\$182.00
	Invoice		Date	Description		Amount
	SCC052318		05/23/2018	Blood alcohol testing Nov 2016 - Mar 2017		\$182.00
89670	06/01/2018	Open			SANTA CRUZ COUNTY RECORDER	\$17.00
	Invoice		Date	Description		Amount
	SCC060118		06/01/2018	Reconveyance recording fee 4395 Diamond St.		\$17.00
89671	06/01/2018	Open			SANTA CRUZ COUNTY SANITATION DISTRICT	\$260.42
	Invoice		Date	Description		Amount
	SCC052218		05/22/2018	Sewer service FY17/18 & special discharge permit renewal FY18/19		\$260.42
89672	06/01/2018	Open			SANTA CRUZ SENTINEL	\$319.03
	Invoice		Date	Description		Amount
	SCS050318		05/03/2018	City Hall newspaper subscription		\$319.03
89673	06/01/2018	Open			SCULPTURAL ACCENTS	\$5,000.00
	Invoice		Date	Description		Amount
	1221		05/22/2018	Final payment Capitola Ave. railing project		\$5,000.00
				1315 - Public Art Fee Fund		
89674	06/01/2018	Open			SLOAN SAKAI YEUNG AND WONG LLP	\$4,723.64
	Invoice		Date	Description		Amount
	37879		04/30/2018	Labor negotiation legal services		\$4,723.64
89675	06/01/2018	Open			STAPLES ADVANTAGE	\$4.15
	Invoice		Date	Description		Amount
	8049957654		05/19/2018	Office supplies		\$4.15

Attachment: 6/1/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 1, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89676	06/01/2018	Open			SUMMIT UNIFORMS	\$431.54
	Invoice		Date	Description		Amount
	49477		04/06/2018	Uniform items for Anderson		\$431.54
89677	06/01/2018	Open			THE CLEANING MACHINE INC.	\$2,920.00
	Invoice		Date	Description		Amount
	6229		05/23/2018	Village sidewalk cleaning		\$2,920.00
89678	06/01/2018	Open			UNITED WAY OF SANTA CRUZ COUNTY	\$30.00
	Invoice		Date	Description		Amount
	UW052518		05/25/2018	May employee contributions 1001 - Payroll Payables		\$30.00
89679	06/01/2018	Open			UPEC LIUNA LOCAL 792	\$1,255.50
	Invoice		Date	Description		Amount
	1969		05/04/2018	May UPEC dues 1001 - Payroll Payables		\$1,255.50
89680	06/01/2018	Open			US BANK PARS	\$317.68
	Invoice		Date	Description		Amount
	PARS052518		05/25/2018	PARS contributions PPE 5/19/18 1001 - Payroll Payables		\$317.68
89681	06/01/2018	Open			WATSONVILLE BLUEPRINT	\$677.79
	Invoice		Date	Description		Amount
	77772		05/24/2018	#17-019 4015 Capitola Rd. bond copies		\$677.79
89682	06/01/2018	Open			ZACHARY DONOGHUE	\$1,000.00
	Invoice		Date	Description		Amount
	ZD060118		06/01/2018	June 6th band performance		\$1,000.00
Type Check Totals:						\$119,451.27

Attachment: 6/1/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 1, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
<u>EFT</u>						
612	05/30/2018	Reconciled	05/31/2018		CalPERS Member Services Division	\$47,455.96
	Invoice		Date	Description		Amount
	1001084022-5		05/30/2018	PERS contributions PPE 5/19/18		\$47,455.96
				1000 - General Fund	(\$0.18)	
				1001 - Payroll Payables	\$47,456.14	
613	05/30/2018	Reconciled	05/31/2018		EMPLOYMENT DEVELOPMENT DEPT	\$12,188.01
	Invoice		Date	Description		Amount
	0-483-997-248		05/30/2018	State tax deposit PPE 5/19/18		\$12,188.01
				1001 - Payroll Payables		
614	05/30/2018	Reconciled	05/31/2018		INTERNAL REVENUE SERVICE	\$39,657.89
	Invoice		Date	Description		Amount
	63235745		05/30/2018	Federal taxes & Medicare PPE 5/19/18		\$39,657.89
				1001 - Payroll Payables		
615	05/29/2018	Reconciled	05/31/2018		STATE DISBURSEMENT UNIT	\$1,232.76
	Invoice		Date	Description		Amount
	G8XVN886657		05/29/2018	Employee garnishments PPE 5/19/18		\$1,232.76
				1001 - Payroll Payables		
Type EFT Totals:						\$100,534.62

CITY - Main City Totals	Counts	Totals
Checks	52	\$119,451.27
EFTs	4	\$100,534.62
All	56	\$219,985.89

WELLS - Payroll Totals	Counts	Totals
Checks	2 reissued	\$253.96
EFTs	0	\$0.00
All	2	\$253.96

Grand Totals:	Counts	Totals
Checks	54	\$119,705.23
EFTs	4	\$100,534.62
All	58	\$220,239.85

Attachment: 6/1/18 City Check Register (Approval of City Check Registers)


City Main account checks dated June 8, 2018, numbered 89683 to 89740 plus 1 EFT, totaling \$126,378.08, and 5 Payroll account checks plus 89 EFTs, totaling \$154,077, for a grand total of \$280,455.08, have been reviewed and authorized for distribution by the City Manager.

As of June 8, 2018, the unaudited cash balance is \$6,196,807.95.

CASH POSITION - CITY OF CAPITOLA 6/8/18

	<u>Net Balance</u>
General Fund	\$2,127,964.90
Payroll Payables	\$134,285.97
Contingency Reserve Fund	\$1,969,845.66
Facilities Reserve Fund	\$363,040.63
Capital Improvement Fund	\$1,012,387.46
Stores Fund	\$24,318.52
Information Technology Fund	\$80,561.97
Equipment Replacement	\$203,958.78
Self-Insurance Liability Fund	\$93,322.90
Workers' Comp. Ins. Fund	\$151,391.79
Compensated Absences Fund	<u>\$35,729.37</u>
TOTAL UNASSIGNED GENERAL FUNDS	<u><u>\$6,196,807.95</u></u>

The Emergency Reserve Fund balance is \$1,310,705.54 (not included above).
The PERS Contingency Fund balance is \$690,408.56 (not included above).
The Library Fund balance is \$1,158,905.44 (not included above).



Jamie Goldstein, City Manager

6/12/18

Date



Peter Wilk, City Treasurer

6/17/18

Date

Attachment: 6/8/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 8, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89683	06/04/2018	Open			CONFLICT RESOLUTION CENTER OF SANTA CRU;	\$1,607.50
	Invoice		Date	Description		Amount
	122017		12/01/2017	Community grant funding		\$1,607.50
89684	06/08/2018	Open			ADT SECURITY SERVICES INC.	\$334.75
	Invoice		Date	Description		Amount
	ADT060518		05/29/2018	May and June security system monitoring		\$334.75
89685	06/08/2018	Open			ALLSAFE LOCK COMPANY	\$66.81
	Invoice		Date	Description		Amount
	50567		06/04/2018	Keys		\$66.81
89686	06/08/2018	Open			B & B SMALL ENGINE REPAIR	\$165.73
	Invoice		Date	Description		Amount
	398780		06/05/2018	String trimmer rewind starter, tune and service		\$165.73
89687	06/08/2018	Open			BILL TASHNICK	\$33.00
	Invoice		Date	Description		Amount
	6118		06/02/2018	Softball officials 5/21 - 6/2		\$33.00
89688	06/08/2018	Open			CALE AMERICA INC.	\$982.42
	Invoice		Date	Description		Amount
	149686		04/30/2018	CALE paystation service call labor		\$375.00
	149729		05/18/2018	Paystation service labor, bill validator		\$607.42
89689	06/08/2018	Open			D & G SANITATION	\$949.31
	Invoice		Date	Description		Amount
	250587		05/31/2018	McGregor park portable toilets		\$252.65
	250588		05/31/2018	Pac Cove portable toilets		\$303.17
	250589		05/31/2018	Wharf portable toilets		\$393.49
				1000 - General Fund	\$555.82	
				1311 - Wharf	\$393.49	
89690	06/08/2018	Open			DAVID SCOTT COBABE	\$74.20
	Invoice		Date	Description		Amount
	DC053118		05/31/2018	Late Spring Instructor Payments 2018		\$74.20
89691	06/08/2018	Open			ED MORRISON	\$4,040.00
	Invoice		Date	Description		Amount
	2018-05-11		06/04/2018	May inspection services		\$4,040.00
89692	06/08/2018	Open			EWING IRRIGATION	\$139.97
	Invoice		Date	Description		Amount
	5473966		05/31/2018	Plumbing supplies		\$139.97

Attachment: 6/8/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 8, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89693	06/08/2018	Open			FEDERAL EXPRESS	\$28.80
	Invoice		Date	Description		Amount
	6-186-90104		05/18/2018	Casey printing shipping charges		\$28.80
89694	06/08/2018	Open			FERGUSON ENTERPRISES INC.	\$187.54
	Invoice		Date	Description		Amount
	6013017		05/24/2018	Haws buttons		\$187.54
89695	06/08/2018	Open			FIRST SECURITY	\$325.50
	Invoice		Date	Description		Amount
	559501		05/22/2018	June skate park patrol service		\$325.50
89696	06/08/2018	Open			FLYERS ENERGY LLC	\$265.87
	Invoice		Date	Description		Amount
	CFS-1613777		05/15/2018	Fleet fuel (City pump down)		\$265.87
89697	06/08/2018	Open			FOLD A GOAL	\$549.87
	Invoice		Date	Description		Amount
	137016A		05/30/2018	Field marking paint		\$549.87
89698	06/08/2018	Open			FRED C. BEYERS	\$260.00
	Invoice		Date	Description		Amount
	FB060118		06/01/2018	Softball officials 5/21-6/1/2018		\$260.00
89699	06/08/2018	Open			GINA ENRIQUEZ	\$217.75
	Invoice		Date	Description		Amount
	GE053118		05/31/2018	Late Spring Instructor Payments 2018		\$217.75
89700	06/08/2018	Open			HAMPTON INN AND SUITES WINDSOR	\$713.75
	Invoice		Date	Description		Amount
	83595650		06/05/2018	FTO school lodging for Vazquez (5 nights)		\$713.75
89701	06/08/2018	Open			HANYA FOJACO	\$68.25
	Invoice		Date	Description		Amount
	HF053118		05/31/2018	Late Spring Instructor Payments 2018		\$68.25

Attachment: 6/8/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 8, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89702	06/08/2018	Open			HOME DEPOT CREDIT SERVICES	\$425.03
	Invoice		Date	Description		Amount
	1022161		04/27/2018	Painting supplies		\$31.18
	8573379		05/10/2018	Dual check		\$27.10
	7044963		05/11/2018	Nail puller, wood		\$38.41
	7045973		05/21/2018	Pry bar, trowels, cement, bucket, pliers		\$194.91
	7596103		05/21/2018	Snips, tape		\$36.80
	1046676		05/27/2018	Plumbing supplies		\$40.44
	4575278		05/24/2018	Cleaner, tape		\$18.38
	8590214		05/30/2018	Hanging planters		\$37.81
				1000 - General Fund	\$406.65	
				1311 - Wharf	\$18.38	
89703	06/08/2018	Open			HUB INTERNATIONAL	\$68.18
	Invoice		Date	Description		Amount
	HI053118		06/04/2018	Community center event rental insurance		\$68.18
89704	06/08/2018	Open			JAMES POLIZZI	\$1,400.00
	Invoice		Date	Description		Amount
	005		05/02/2018	Twilight concert performance 6/13/18		\$1,400.00
89705	06/08/2018	Open			KARL HEEBNER	\$2,250.00
	Invoice		Date	Description		Amount
	100		06/06/2018	Sound services for twilight concerts 6/6, 6/13, 6/20		\$2,250.00
89706	06/08/2018	Open			LABORMAX STAFFING	\$2,513.53
	Invoice		Date	Description		Amount
	26-93433		06/01/2018	Seasonal labor		\$2,513.53
89707	06/08/2018	Open			MACKAY METERS INC	\$1,080.14
	Invoice		Date	Description		Amount
	1050240		05/07/2018	Parking meter batteries		\$1,080.14
89708	06/08/2018	Open			MASTER CLEANERS	\$1,051.74
	Invoice		Date	Description		Amount
	MC053118		05/31/2018	May uniform cleaning		\$1,051.74
89709	06/08/2018	Open			MID COUNTY AUTO SUPPLY	\$126.85
	Invoice		Date	Description		Amount
	76337		05/11/2018	Boat trailer cart, marine grease		\$61.50
	76110		05/09/2018	Adapter		\$65.35

Attachment: 6/8/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 8, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89710	06/08/2018	Open			MISSION LINEN SUPPLY	\$730.33
	Invoice		Date	Description		Amount
	507332713		05/09/2018	Shop towels, linen service		\$44.18
	507311637		05/07/2018	Recreation mats and mops		\$72.71
	507332714		05/09/2018	Linen service		\$121.42
	507266951		04/30/2018	PD mats		\$51.57
	507377881		05/16/2018	Linen service		\$95.44
	507435897		05/23/2018	Linen service		\$121.42
	507416418		05/21/2018	Community center mops and mats		\$72.71
	507463042		05/28/2018	PD mat service		\$51.57
	507482441		05/30/2018	Linen service		\$99.31
89711	06/08/2018	Open			MOFFATT AND NICHOL	\$21,916.54
	Invoice		Date	Description		Amount
	734324		06/01/2018	Wharf, jetty and flume design & engineering 1200 - Capital Improvement Fund		\$21,916.54
89712	06/08/2018	Open			PITNEY BOWES	\$147.15
	Invoice		Date	Description		Amount
	1007397449		05/27/2018	Recreation postage machine rental		\$147.15
89713	06/08/2018	Open			ROYAL WHOLESALE ELECTRIC	\$41.71
	Invoice		Date	Description		Amount
	7719-630317		05/31/2018	Light bulb		\$13.91
	7719-630336		05/31/2018	Gloves - Jesse		\$27.80
89714	06/08/2018	Open			SAN LORENZO LUMBER	\$1,004.56
	Invoice		Date	Description		Amount
	55-0361843		05/09/2018	Concrete		\$41.12
	55-0361915		05/09/2018	Concrete		\$28.79
	55-0362314		05/10/2018	Wood - City signs		\$260.69
	55-0363007		05/14/2018	Hardware - beach		\$70.48
	55-0363191		05/14/2018	Wood - beach		\$22.71
	55-0363593		05/15/2018	Hex nuts and threaded rod - flume		\$41.46
	55-0365731		05/23/2018	Materials for lifeguard towers		\$390.71
	55-0368766		06/05/2018	Gloves - Travis		\$24.40
	55-0368913		06/05/2018	Lumber - ADA ramp		\$115.42
	55-0368914		06/05/2018	Screws		\$8.78
89715	06/08/2018	Open			SANTA CRUZ COUNTY INFORMATION SERVICES	\$521.99
	Invoice		Date	Description		Amount
	SCC053118		05/31/2018	June Open Query SCAN charges		\$521.99

Attachment: 6/8/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 8, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89716	06/08/2018	Open			SARA CLEVENGER	\$400.00
	Invoice		Date	Description		Amount
	2		05/01/2018	May BIA administration and outreach		\$200.00
	3		06/01/2018	June BIA administration and outreach		\$200.00
				1321 - BIA - Capitola Village-Wharf BIA		
89717	06/08/2018	Open			SPECTRUM BUSINESS	\$3,691.16
	Invoice		Date	Description		Amount
	0000178051918		05/19/2018	May internet service		\$3,691.16
				1000 - General Fund	\$1,381.43	
				2211 - ISF - Information Technology	\$2,309.73	
89718	06/08/2018	Open			SPORT ABOUT GRAPHICS	\$567.89
	Invoice		Date	Description		Amount
	7712		05/31/2018	Junior guard t-shirts (48)		\$567.89
89719	06/08/2018	Open			SUMMIT UNIFORMS	\$403.13
	Invoice		Date	Description		Amount
	48875		03/15/2018	Uniform adjustments, pants, shirt for Chief		\$403.13
89720	06/08/2018	Open			SUPPLYWORKS	\$2,004.36
	Invoice		Date	Description		Amount
	441078532		05/25/2018	Cleaning supplies		\$2,004.36
89721	06/08/2018	Open			T&T PAVEMENT MARKINGS AND PRODUCTS INC	\$4,892.18
	Invoice		Date	Description		Amount
	2018222		05/29/2018	Traffic signs		\$4,892.18
				1310 - Gas Tax		
89722	06/08/2018	Open			THE CLEANING MACHINE INC.	\$570.00
	Invoice		Date	Description		Amount
	6244		06/05/2018	Sidewalk cleaning		\$570.00
89723	06/08/2018	Open			WEAGLE, DAN	\$1,633.20
	Invoice		Date	Description		Amount
	DW060618		06/06/2018	Payroll taxes refund due to workers' comp. claim		\$1,633.20
				1001 - Payroll Payables		
89724	06/08/2018	Open			Jane Coufal	\$36.00
	Invoice		Date	Description		Amount
	211125422		05/30/2018	Citation refund		\$36.00

Attachment: 6/8/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 8, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89725	06/08/2018	Open			Maria Meade	\$234.00
	Invoice		Date	Description		Amount
	2003319.002		05/30/2018	Junior guards refund		\$234.00
89726	06/08/2018	Open			Pajaro Valley Printing	\$240.35
	Invoice		Date	Description		Amount
	36315		05/23/2018	2017 PD year end report (12 books)		\$240.35
89727	06/08/2018	Open			Patricia Joan Peterson	\$96.00
	Invoice		Date	Description		Amount
	211124479		05/30/2018	Citation refund		\$96.00
89728	06/08/2018	Open			CHEVROLET OF WATSONVILLE	\$57.44
	Invoice		Date	Description		Amount
	223358		05/15/2018	Chevy Tahoe tee connector and hose		\$57.44
89729	06/08/2018	Open			DIXON AND SON INC.	\$37.00
	Invoice		Date	Description		Amount
	212792		05/22/2018	Sweeper flat repair 1310 - Gas Tax		\$37.00
89730	06/08/2018	Open			FLYERS ENERGY LLC	\$5,057.67
	Invoice		Date	Description		Amount
	18-705666		06/07/2018	Replacement fuel hose and parts		\$1,009.27
	18-694841		05/18/2018	406 gallons ethanol		\$1,588.67
	18-694842		05/18/2018	220 gallons diesel		\$875.07
	18-690267		05/11/2018	369 gallons diesel		\$1,428.89
	18-690267C		05/10/2018	Credit for 369 gals diesel		(\$1,428.89)
	18-690267A		05/11/2018	369 gallons ethanol		\$1,433.12
	18-686213		05/04/2018	Husky 3360 VR coaxial breakaway fuel connector		\$151.54
89731	06/08/2018	Open			HOME DEPOT CREDIT SERVICES	\$63.13
	Invoice		Date	Description		Amount
	0564427		05/18/2018	Wet dry vacuum		\$32.52
	4565214		05/24/2018	Receiver lock, casters		\$30.61
89732	06/08/2018	Open			LLOYDS TIRE SERVICE	\$321.77
	Invoice		Date	Description		Amount
	311626		05/18/2018	PD Toyota truck tires		\$321.77

Attachment: 6/8/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 8, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89733	06/08/2018	Open			MID COUNTY AUTO SUPPLY	\$904.24
	Invoice		Date	Description		Amount
	76533		05/14/2018	Ford Crown Vic rotors and brake pads		\$473.53
	76891		05/16/2018	Valve cap		\$5.17
	75527		05/04/2018	Auto cleaning supplies		\$209.28
	75761		05/07/2018	Toyota Camry brake pads		\$49.82
	75771		05/07/2018	Turn rotors		\$40.00
	78172		05/30/2018	Sidemarkers and turn signals		\$34.83
	78342		05/31/2018	Cabin air filters		\$43.37
	77704		05/24/2018	Wheel chock		\$16.63
	77609		05/23/2018	Coolant		\$31.61
89734	06/08/2018	Open			MISSION LINEN SUPPLY	\$132.54
	Invoice		Date	Description		Amount
	507435896		05/23/2018	Linen service and shop towels		\$44.18
	507482440		05/30/2018	Linen service and shop towels		\$44.18
	507377880		05/16/2018	Linen service and shop towels		\$44.18
89735	06/08/2018	Open			NORTH BAY FORD	\$32.17
	Invoice		Date	Description		Amount
	266730		05/22/2018	Brake hose assembly		\$32.17
	266707CM		05/22/2018	Return brake hose assembly		(\$20.15)
	266707		05/21/2018	Brake hose assembly		\$20.15
89736	06/08/2018	Open			O'REILLY AUTO PARTS	\$25.07
	Invoice		Date	Description		Amount
	2763-374970		05/31/2018	Air filter, oil filters		\$16.51
	2763-375006		05/31/2018	Air filter		\$8.56

Attachment: 6/8/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 8, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89737	06/08/2018	Open			ORCHARD SUPPLY HARDWARE	\$1,333.78
	Invoice		Date	Description		Amount
	155704		05/07/2018	Recreation supplies		\$31.75
	028819		05/02/2018	Spray paint		\$3.10
	028831		05/02/2018	Lag screws and installer bit		\$38.60
	155001		05/03/2018	Washers, eyebolts - CPD		\$5.52
	155208		05/04/2018	Lag screws		\$16.36
	020252		05/07/2018	Lag screws and washers		\$24.85
	155840		05/08/2018	Graffiti remover		\$8.27
	156007		05/09/2018	Gloves and nozzles - Cooper		\$28.97
	029399		05/04/2018	Parking meter supplies		\$49.10
	034448		05/10/2018	Windex, magic eraser, sponge		\$11.36
	020184		05/07/2018	Drain opener, bleach		\$26.38
	155997		05/09/2018	Respirators, buckets, razor		\$80.68
	156071		05/09/2018	Concrete		\$65.13
	156314		05/10/2018	Rust remover, wall scraper		\$15.30
	156412		05/11/2018	Sprayer		\$59.01
	022574		05/14/2018	T5 undercab, key ring		\$31.04
	022884		05/15/2018	Packing tape		\$4.13
	023064		05/16/2018	Gopher trap		\$23.78
	157160		05/16/2018	Wrench combo - Cooper		\$22.77
	136872		05/16/2018	Return metric combo wrench		(\$20.70)
	157158		05/16/2018	Wrench, concrete mix tub		\$45.53
	043509		05/17/2018	Plumbing supplies		\$24.61
	157332		05/17/2018	Batteries		\$12.42
	157344		05/17/2018	Caution tape		\$31.03
	043544		05/17/2018	Steel rings, Neem oil, potting soil		\$64.10
	024416		05/22/2018	Gloves, vest, cables - Nathan		\$64.17
	024252		05/21/2018	O rings		\$2.06
	045640		05/27/2018	Plumbing supplies		\$20.67
	026978		05/30/2018	Supplies for car show		\$44.46
	038741		05/30/2018	Hardware, portable key safe		\$68.44
	026868		05/30/2018	Buckets		\$9.60
	027239		05/31/2018	Hardware - volleyball courts		\$293.18
	027094		05/31/2018	Washers, nozzle		\$12.70
	045154		05/24/2018	Steel angle bars and rods		\$74.47
	045208		05/24/2018	Steel rods		\$40.94
				1000 - General Fund	\$1,307.40	
				1311 - Wharf	\$26.38	

Attachment: 6/8/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 8, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89738	06/08/2018	Open			SAN LORENZO LUMBER	\$16.00
	Invoice		Date	Description		Amount
	55-0362314-2		05/10/2018	Wood - City signs		\$8.00
	55-0363007-2		05/14/2018	Bolts, washers, nuts		\$8.00
89739	06/08/2018	Open			STATE STEEL COMPANY	\$419.15
	Invoice		Date	Description		Amount
	124459		05/09/2018	Galvanized pipe		\$419.15
89740	06/08/2018	Open			TOYOTA OF SANTA CRUZ	\$386.73
	Invoice		Date	Description		Amount
	179528		05/01/2018	2017 Toyota Tacoma transmitter assembly		\$184.81
	180221		05/08/2018	Toyota Prius inspection, oil and filter change		\$126.92
	180105		05/07/2018	2017 Toyota Tacoma programmed special order key		\$75.00
Type Check Totals:						\$67,843.73
<u>EFT</u>						
616	06/05/2018	Open			CalPERS Health Insurance	\$58,534.35
	Invoice		Date	Description		Amount
	1001087279		06/05/2018	June health insurance		\$58,534.35
				1000 - General Fund	\$2,354.13	
				1001 - Payroll Payables	\$56,180.22	
Type EFT Totals:						\$58,534.35
CITY - Main City Totals				Counts:		Totals:
Checks				58		\$67,843.73
EFTs				1		\$58,534.35
All				59		\$126,378.08
WELLS - Pavroll Totals						
Checks				5		\$2,384.41
EFTs				89		\$151,692.59
All				94		\$154,077.00
Grand Totals:						
Checks				63		\$70,228.14
EFTs				90		\$210,226.94
All				153		\$280,455.08

Attachment: 6/8/18 City Check Register (Approval of City Check Registers)

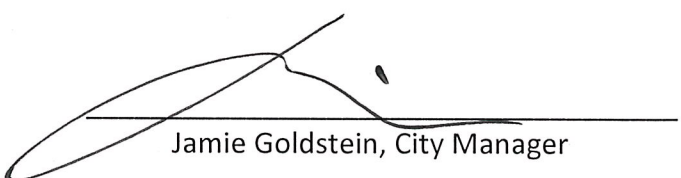
City Main account checks dated June 15, 2018, numbered 89741 to 89810 plus 5 EFTs, totaling \$532,392.60, 2 Library account checks totaling \$2,940.80 and 1 Payroll account check totaling \$10,441.85, for a grand total of \$545,775.25, have been reviewed and authorized for distribution by the City Manager.

As of June 15, 2018, the unaudited cash balance is \$5,921,992.99.

CASH POSITION - CITY OF CAPITOLA 6/15/18

	<u>Net Balance</u>
General Fund	\$1,825,790.60
Payroll Payables	\$56,115.33
Contingency Reserve Fund	\$1,969,845.66
Facilities Reserve Fund	\$363,040.63
Capital Improvement Fund	\$1,012,387.46
Stores Fund	\$33,103.14
Information Technology Fund	\$142,782.87
Equipment Replacement	\$55,402.63
Self-Insurance Liability Fund	\$196,153.51
Workers' Comp. Ins. Fund	\$231,641.79
Compensated Absences Fund	\$35,729.37
TOTAL UNASSIGNED GENERAL FUNDS	<u><u>\$5,921,992.99</u></u>

The Emergency Reserve Fund balance is \$1,310,705.54 (not included above).
The PERS Contingency Fund balance is \$690,408.56 (not included above).
The Library Fund balance is \$1,165,281.64 (not included above).



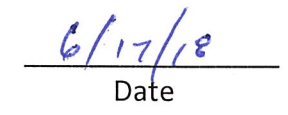
Jamie Goldstein, City Manager



Date



Peter Wilk, City Treasurer



Date

Attachment: 6/15/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 15, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89741	06/15/2018	Open			ALVAREZ TECHNOLOGY GROUP INC	\$7,522.50
	Invoice		Date	Description		Amount
	46650		05/24/2018	IT services after hours		\$200.00
	46766		06/01/2018	July IT services and anti-virus software		\$7,322.50
				1000 - General Fund	\$7,322.50	
				2211 - ISF - Info Tech	\$200.00	
89742	06/15/2018	Open			ATCHISON BARISONE CONDOTTI & KOVACEVICH	\$44,366.88
	Invoice		Date	Description		Amount
	ABC052018		06/07/2018	May legal services		\$44,366.88
89743	06/15/2018	Open			BEAR ELECTRICAL SOLUTIONS INC.	\$2,269.00
	Invoice		Date	Description		Amount
	6349		05/28/2018	May traffic signal maintenance - routine		\$616.00
	6382		05/28/2018	May traffic signal maintenance - response		\$1,653.00
				1310 - Gas Tax		
89744	06/15/2018	Open			CA DEPARTMENT OF JUSTICE	\$128.00
	Invoice		Date	Description		Amount
	306882		06/05/2018	Recreation fingerprinting		\$128.00
89745	06/15/2018	Open			CALE AMERICA INC.	\$1,829.00
	Invoice		Date	Description		Amount
	149819		05/31/2018	Monthly paystation fees		\$1,829.00
89746	06/15/2018	Open			CALIFORNIA LAW ENFORCEMENT ASSOCIATION	\$490.00
	Invoice		Date	Description		Amount
	CLEA062018		06/08/2018	June POA LTD		\$490.00
				1001 - Payroll Payables		
89747	06/15/2018	Open			CalPERS Fiscal Services Division	\$60,000.00
	Invoice		Date	Description		Amount
	OPEBFY17/18		06/15/2018	OPEB trust contribution FY 17/18		\$60,000.00
89748	06/15/2018	Open			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,598.75
	Invoice		Date	Description		Amount
	POA060818		06/08/2018	POA dues PPE 6/2/18		\$1,598.75
				1001 - Payroll Payables		
89749	06/15/2018	Open			CARIN HANNA	\$945.96
	Invoice		Date	Description		Amount
	CH060518		06/05/2018	BIA renewals services and supplies		\$945.96
				1321 - BIA - Capitola Village-Wharf BIA		
89750	06/15/2018	Open			CASTLE MOBILE ESTATES	\$500.00
	Invoice		Date	Description		Amount
	18-163		06/11/2018	Refund tree permit #18-163 for 1099 38th Ave #23		\$500.00

Attachment: 6/15/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 15, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89751	06/15/2018	Open			CERTIFIED FOLDER DISPLAY SERVICE INC	\$915.08
	Invoice		Date	Description		Amount
	549137		06/01/2018	BIA brochure distribution 1321 - BIA - Capitola Village-Wharf BIA		\$915.08
89752	06/15/2018	Open			CLEAN BUILDING MAINTENANCE CO.	\$3,719.13
	Invoice		Date	Description		Amount
	19928		05/31/2018	May janitorial services 1000 - General Fund 1311 - Wharf	\$3,453.63 \$265.50	\$3,719.13
89753	06/15/2018	Open			CLEAN RIVER RECYCLING SOLUTIONS	\$724.00
	Invoice		Date	Description		Amount
	IN18050129		05/29/2018	Pizza box recycling bin		\$724.00
89754	06/15/2018	Open			COMMUNICATION SERVICE CORPORATION	\$1,923.75
	Invoice		Date	Description		Amount
	218194		05/31/2018	City Hall voicemail troubleshooting 2211 - ISF - Information Technology		\$1,923.75
89755	06/15/2018	Open			COMMUNITY TELEVISION OF SANTA CRUZ COUNTY	\$884.00
	Invoice		Date	Description		Amount
	2535		06/07/2018	May televised meetings		\$884.00
89756	06/15/2018	Open			CRESO EQUIPMENT RENTALS	\$9,845.00
	Invoice		Date	Description		Amount
	4648203-0001		06/05/2018	Beach grading equipment rental		\$9,845.00
89757	06/15/2018	Open			DEPARTMENT OF PESTICIDE REGULATION	\$190.00
	Invoice		Date	Description		Amount
	DPR061518		06/15/2018	Applicator certificate tests & applicant fee		\$190.00
89758	06/15/2018	Open			DONALD W ALLEY	\$6,254.10
	Invoice		Date	Description		Amount
	518-02		05/30/2018	Soquel creek fish and wildlife monitoring		\$236.63
	518-02b		05/31/2018	Monitored sandbar construction & relocated fish		\$6,017.47
89759	06/15/2018	Open			EARTHWORKS PAVING CONTRACTORS INC	\$2,600.00
	Invoice		Date	Description		Amount
	17664		06/04/2018	Pavement repairs		\$2,600.00
89760	06/15/2018	Open			ELEVATOR SERVICE COMPANY INC.	\$180.00
	Invoice		Date	Description		Amount
	16464		06/01/2018	Quarterly elevator lube and inspection		\$180.00
89761	06/15/2018	Open			EMERGENCY VEHICLE SPECIALISTS INC.	\$3,205.64
	Invoice		Date	Description		Amount
	8616		06/04/2018	2018 Ford Explorer VIN 37504 equipment installation		\$2,926.04
	8618		06/04/2018	2018 Ford Explorer VIN 37504 utility mirror beam 2212 - ISF - Equipment Replacement		\$279.60

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City Checks Issued June 15, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89762	06/15/2018	Open			GRANICUS LLC	\$1,190.70
	Invoice		Date	Description		Amount
	97601		05/01/2018	May legislative management software 1320 - PEG - Public Education and Govt		\$1,190.70
89763	06/15/2018	Open			HUMBOLDT PETROLEUM LLC	\$6.50
	Invoice		Date	Description		Amount
	087513		05/31/2018	PD car wash		\$6.50
89764	06/15/2018	Open			ICMA RETIREMENT TRUST 457	\$5,495.41
	Invoice		Date	Description		Amount
	41628879		06/08/2018	457 contributions PPE 6/2/18 1001 - Payroll Payables		\$5,495.41
89765	06/15/2018	Open			JENNY SHELTON	\$1,000.00
	Invoice		Date	Description		Amount
	06052018		06/05/2018	Event planning and admin.		\$1,000.00
89766	06/15/2018	Open			JOHNSON ROBERTS & ASSOCIATES INC.	\$45.00
	Invoice		Date	Description		Amount
	135961		05/28/2018	PHQ reports		\$45.00
89767	06/15/2018	Open			KBA Docusys Inc.	\$366.39
	Invoice		Date	Description		Amount
	INV672760		06/01/2018	Copier usage charges 2211 - ISF - Information Technology		\$366.39
89768	06/15/2018	Open			KBA Docusys Inc.	\$141.10
	Invoice		Date	Description		Amount
	INV672759		06/01/2018	Copier usage charges 1000 - General Fund 2211 - ISF - Info Tech	\$14.10 \$127.00	\$141.10
89769	06/15/2018	Open			KELLY BARRETO	\$91.54
	Invoice		Date	Description		Amount
	KB061418		06/14/2018	Facebook event advertising		\$91.54
89770	06/15/2018	Open			KIMBERLY P CHAVEZ	\$15,000.00
	Invoice		Date	Description		Amount
	CB061118		06/08/2018	Public art sculpture life size sea lions 1315 - Public Art Fee Fund		\$15,000.00
89771	06/15/2018	Open			KINGS PAINT AND PAPER INC.	\$191.98
	Invoice		Date	Description		Amount
	A0267711		05/30/2018	Rags & brush		\$26.06
	A0268039		06/06/2018	Paint - ADA ramp		\$165.92
89772	06/15/2018	Open			LABORMAX STAFFING	\$2,999.20
	Invoice		Date	Description		Amount
	26-93683		06/08/2018	Seasonal labor		\$2,999.20

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City Checks Issued June 15, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89773	06/15/2018	Open			LAW ENFORCEMENT PSYCHOLOGICAL SERVICES IN	\$400.00
	Invoice		Date	Description		Amount
	1806023		06/06/2018	Police officer psychological assessment		\$400.00
89774	06/15/2018	Open			MACKAY METERS INC	\$377.55
	Invoice		Date	Description		Amount
	1050550		05/31/2018	May parking meter fees and credit card fees		\$377.55
89775	06/15/2018	Open			MADELINE C HORN	\$870.00
	Invoice		Date	Description		Amount
	020		06/04/2018	Museum cataloging and organizing		\$870.00
89776	06/15/2018	Open			ORCHARD SUPPLY HARDWARE	\$110.48
	Invoice		Date	Description		Amount
	023062		05/16/2018	Welding steel and bits		\$78.55
	025003-1		05/24/2018	Knife and water		\$14.34
	026295		05/28/2018	Gloves		\$17.59
89777	06/15/2018	Open			PACIFIC GAS & ELECTRIC	\$14,326.05
	Invoice		Date	Description		Amount
	PGE052218-ACCT9		05/22/2018	Monthly utilities		\$14,326.05
				1000 - General Fund	\$4,722.83	
				1300 - SLESF - Supl Law Enfc	\$111.28	
				1310 - Gas Tax	\$7,511.87	
				1311 - Wharf	\$1,980.07	
89778	06/15/2018	Open			PALACE OFFICE SUPPLIES	\$423.73
	Invoice		Date	Description		Amount
	483427-0		06/05/2018	Office supplies		\$52.40
	483887-0		06/08/2018	Evidence bags, coin bags, deposit bags		\$200.46
	484503-0		06/14/2018	Paper		\$51.86
	482655-0		05/31/2018	Envelopes		\$33.77
	483963-0		06/08/2018	Office supplies		\$69.66
	483714-0		06/07/2018	Petty cash forms		\$15.58
				1000 - General Fund	\$252.86	
				2210 - ISF - Stores Fund	\$170.87	
89779	06/15/2018	Open			PATRICK SIERRA	\$1,000.00
	Invoice		Date	Description		Amount
	000014		05/02/2018	Twilight concert performance 6/20		\$1,000.00
89780	06/15/2018	Open			PET PALS DISCOUNT PET SUPPLIES	\$653.39
	Invoice		Date	Description		Amount
	1908968		04/02/2018	K-9 supplies		\$100.88
	1919464		04/23/2018	K-9 supplies		\$95.45
	1932261		05/19/2018	K-9 supplies		\$119.73
	1898377		03/11/2018	K-9 supplies		\$101.96
	1942372		06/08/2018	K-9 supplies		\$235.37

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City Checks Issued June 15, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89781	06/15/2018	Open			PETERSON CATERPILLAR	\$190,675.51
	Invoice		Date	Description		Amount
	J0798401		05/29/2018	Caterpillar model 926M (less trade in value model JD544H) 2212 - ISF - Equipment Replacement		\$190,675.51
89782	06/15/2018	Open			PUBLIC ENGINES INC.	\$597.00
	Invoice		Date	Description		Amount
	25848		06/01/2018	Quarterly Command Central analytics subscription		\$597.00
89783	06/15/2018	Open			QUEST SOFTWARE INC.	\$3,862.49
	Invoice		Date	Description		Amount
	1000842817		05/29/2018	Rapid recovery backup & replication 2211 - ISF - Information Technology		\$3,862.49
89784	06/15/2018	Open			ROYAL WHOLESALE ELECTRIC	\$365.74
	Invoice		Date	Description		Amount
	7719-630343		06/05/2018	Bandstand lights		\$319.97
	7719-630492		06/05/2018	Light bulbs		\$45.77
89785	06/15/2018	Open			SANTA CRUZ COUNTY AUDITOR-CONTROLLER	\$11,816.00
	Invoice		Date	Description		Amount
	SCC060418		06/04/2018	May citation processing		\$11,816.00
89786	06/15/2018	Open			SANTA CRUZ LIVE SCAN INC	\$150.00
	Invoice		Date	Description		Amount
	21346		05/31/2018	Live scan fees		\$150.00
89787	06/15/2018	Open			SANTA CRUZ MUNICIPAL UTILITIES	\$473.66
	Invoice		Date	Description		Amount
	SCMU051418		05/30/2018	Monthly water service for medians		\$473.66
89788	06/15/2018	Open			SANTA CRUZ SENTINEL	\$353.60
	Invoice		Date	Description		Amount
	0001126154		06/01/2018	Notice of public hearing and ordinance amendment notice		\$353.60
89789	06/15/2018	Open			SCC ENVIRONMENTAL HEALTH SVC	\$1,412.00
	Invoice		Date	Description		Amount
	SCCHSA052218		05/22/2018	Stream habitat & salmonid monitoring		\$1,412.00
89790	06/15/2018	Open			SOQUEL CREEK WATER DISTRICT	\$10,896.07
	Invoice		Date	Description		Amount
	SCWD052918		05/29/2018	May water usage and irrigation fees		\$10,896.07
				1000 - General Fund	\$10,143.54	
				1311 - Wharf	\$752.53	
89791	06/15/2018	Open			SPORT ABOUT GRAPHICS	\$2,807.69
	Invoice		Date	Description		Amount
	7719		06/11/2018	Camp Capitola Jr Leader shirts (63)		\$643.68
	7718		06/11/2018	Camp Capitola t-shirts (54)		\$718.79
	7720		06/11/2018	Camp Capitola camper t-shirts (240)		\$1,445.22

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City Checks Issued June 15, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89792	06/15/2018	Open			SPRINT	\$3,056.02
	Invoice		Date	Description		Amount
	788070596-010		06/02/2018	May cell phone charges		\$3,056.02
89793	06/15/2018	Open			STAPLES ADVANTAGE	\$65.71
	Invoice		Date	Description		Amount
	8050126900		06/02/2018	Office supplies		\$65.71
89794	06/15/2018	Open			T MOBILE	\$985.56
	Invoice		Date	Description		Amount
	9475906652018420		04/22/2018	April cell phone		\$492.78
	9475906652018520		05/21/2018	May cell phone		\$492.78
89795	06/15/2018	Open			TOTLCOM INC.	\$315.00
	Invoice		Date	Description		Amount
	270570		05/29/2018	City Hall voicemail troubleshooting 2211 - ISF - Information Technology		\$315.00
89796	06/15/2018	Open			U.S. BANK EQUIPMENT FINANCE	\$103.56
	Invoice		Date	Description		Amount
	358900025		06/01/2018	Recreation copier lease		\$103.56
89797	06/15/2018	Open			U.S. BANK EQUIPMENT FINANCE	\$481.80
	Invoice		Date	Description		Amount
	358900066		06/01/2018	City Hall and Recreation copier leases 1000 - General Fund 2210 - ISF - Stores Fund	\$25.00 \$456.80	\$481.80
89798	06/15/2018	Open			U.S. BANK EQUIPMENT FINANCE	\$288.85
	Invoice		Date	Description		Amount
	358900116		06/01/2018	PD copier lease		\$288.85
89799	06/15/2018	Open			US BANK PARS	\$380.62
	Invoice		Date	Description		Amount
	PARS060818		06/08/2018	PARS contributions PPE 6/2/18 1001 - Payroll Payables		\$380.62
89800	06/15/2018	Open			US BANK PARS	\$24.06
	Invoice		Date	Description		Amount
	PARS060618		06/06/2018	PARS contributions final paycheck 6/16/18 1001 - Payroll Payables		\$24.06
89801	06/15/2018	Open			VAVRINEK TRINE DAY AND COMPANY LLP	\$15,000.00
	Invoice		Date	Description		Amount
	VT14148		06/11/2018	Interim audit field work		\$15,000.00
89802	06/15/2018	Open			WEBER HAYES & ASSOCIATES INC.	\$120.00
	Invoice		Date	Description		Amount
	11661		06/04/2018	#17-019 senior geologist technical review		\$120.00

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City Checks Issued June 15, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89803	06/15/2018	Open			WELLS FARGO BANK	\$12,856.17
	Invoice		Date	Description		Amount
	WF060318		06/03/2018	May credit card charges		\$12,856.17
				Purchases over \$500 threshold:		
				Hotel lodging FTO school		\$504.90
				Event insurance		\$4,169.69
				Volunteer Dinner		\$4,285.01
				1000 - General Fund	\$7,929.42	
				1313 - General Plan	\$20.18	
				2210 - ISF - Stores Fund	\$52.71	
				2211 - ISF - Information Technology	\$684.47	
				2213 - ISF - Self-Insur	\$4,169.39	
89804	06/15/2018	Open			WESTERN EXTERMINATOR COMPANY	\$121.00
	Invoice		Date	Description		Amount
	6085259		05/31/2018	City Hall - rodent control		\$60.50
	6085260		05/31/2018	Turnouts - rodent control		\$60.50
89805	06/15/2018	Open			ZEE MEDICAL SERVICE CO.	\$94.52
	Invoice		Date	Description		Amount
	66100295		05/31/2018	Medical supplies for first aid box		\$94.52
89806	06/15/2018	Open			Ezekiel Floro	\$500.00
	Invoice		Date	Description		Amount
	18-179		06/08/2018	Refund tree permit #18-179		\$500.00
89807	06/15/2018	Open			George Sala	\$111.60
	Invoice		Date	Description		Amount
	2003338.002		06/08/2018	Class refund		\$111.60
89808	06/15/2018	Open			Sam Hofmann	\$200.00
	Invoice		Date	Description		Amount
	Hofmann052518		05/25/2018	Installation/repair (2) lifeguard tower ramps		\$200.00
89809	06/15/2018	Open			Susan Sedgley	\$125.10
	Invoice		Date	Description		Amount
	2003335.002		06/08/2018	Class refund		\$125.10
89810	06/15/2018	Open			Sydney Zentall	\$100.00
	Invoice		Date	Description		Amount
	Zentall033018		03/30/2018	Honorarium for postcard artwork		\$100.00

Type Check Totals:

\$453,119.14

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City Checks Issued June 15, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
<u>EFT</u>						
617	06/11/2018	Open			WELLS FARGO BANK	\$500.79
	Invoice		Date	Description		Amount
	WF061118		06/11/2018	June client analysis charges		\$500.79
618	06/12/2018	Open			CalPERS Member Services Division	\$47,496.56
	Invoice		Date	Description		Amount
	PERS060818		06/12/2018	PERS contributions PPE 6/2/18 1001 - Payroll Payables		\$47,496.56
619	06/12/2018	Open			EMPLOYMENT DEVELOPMENT DEPT	\$6,556.43
	Invoice		Date	Description		Amount
	0-111-857-216		06/12/2018	State taxes PPE 6/2/18 1001 - Payroll Payables		\$6,556.43
620	06/12/2018	Open			INTERNAL REVENUE SERVICE	\$23,486.92
	Invoice		Date	Description		Amount
	02527255		06/12/2018	Federal taxes & Medicare PPE 6/2/18 1001 - Payroll Payables		\$23,486.92
621	06/11/2018	Open			STATE DISBURSEMENT UNIT	\$1,232.76
	Invoice		Date	Description		Amount
	11N3XV06657		06/11/2018	Employee garnishments PPE 6/2/18 1001 - Payroll Payables		\$1,232.76
Type EFT Totals:						\$79,273.46

Library - Library

Check	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
70	06/15/2018	Open			BOGARD CONSTRUCTION INC	\$1,680.00
	Invoice		Date	Description		Amount
	160707-21		05/31/2018	Library project management services 1360 - Library Fund		\$1,680.00
71	06/15/2018	Open			SANTA CRUZ SENTINEL	\$1,260.80
	Invoice		Date	Description		Amount
	LIB0001126154		06/01/2018	Library newspaper project notice 1360 - Library Fund		\$1,260.80
Type Library Check Totals:						\$2,940.80

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City Checks Issued June 15, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
CITY - Main City Totals					Counts:	Totals:
				Checks		\$453,119.14
				EFTs		\$79,273.46
				All		\$532,392.60
Library - Library Totals						
				Checks		\$2,940.80
				EFTs		\$0.00
				All		\$2,940.80
WELLS - Payroll Totals						
				Checks		\$10,441.85
				EFTs		\$0.00
				All		\$10,441.85
Grand Totals:						
				Checks		\$466,501.79
				EFTs		\$79,273.46
				All		\$545,775.25

Attachment: 6/15/18 City Check Register (Approval of City Check Registers)


City Main account checks dated June 22, 2018, numbered 89811 to 89902 plus 2 EFTs, totaling \$216,889.52, and 12 Payroll account checks plus 116 EFTs, totaling 172,599.25, for a grand total of \$389,488.77, have been reviewed and authorized for distribution by the City Manager.

As of June 22, 2018, the unaudited cash balance is \$5,691,177.20.

CASH POSITION - CITY OF CAPITOLA 6/22/18

	<u>Net Balance</u>
General Fund	\$1,479,498.81
Payroll Payables	\$171,625.45
Contingency Reserve Fund	\$1,969,845.66
Facilities Reserve Fund	\$363,040.63
Capital Improvement Fund	\$1,012,387.46
Stores Fund	\$33,069.02
Information Technology Fund	\$142,782.87
Equipment Replacement	\$55,402.63
Self-Insurance Liability Fund	\$196,153.51
Workers' Comp. Ins. Fund	\$231,641.79
Compensated Absences Fund	\$35,729.37
TOTAL UNASSIGNED GENERAL FUNDS	<u><u>\$5,691,177.20</u></u>

The Emergency Reserve Fund balance is \$1,310,705.54 (not included above).
The PERS Contingency Fund balance is \$690,408.56 (not included above).
The Library Fund balance is \$1,165,281.64 (not included above).



Jamie Goldstein, City Manager

6/24/18
Date



Peter Wilk, City Treasurer

6/26/18
Date

Attachment: 6/22/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 22, 2018

Check Number	Invoice Number	Status	Invoice Date	Descriptions	Payee Name	Transaction Amount
89811	06/22/2018	Open			4LEAF INC.	\$16,065.00
	Invoice		Date	Description		Amount
	J3604G		06/19/2018	May interim building official services		\$16,065.00
89812	06/22/2018	Open			ADVOCACY INC.	\$3,840.00
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$3,840.00
89813	06/22/2018	Open			ALLSAFE LOCK COMPANY	\$7.32
	Invoice		Date	Description		Amount
	50571		06/05/2018	Keys		\$7.32
89814	06/22/2018	Open			ANDREW J. MORALES	\$1,000.00
	Invoice		Date	Description		Amount
	MORALES62718		06/20/2018	Twilight concert performance		\$1,000.00
89815	06/22/2018	Open			ARTS COUNCIL OF SANTA CRUZ COUNTY	\$498.50
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$498.50
89816	06/22/2018	Open			B & B SMALL ENGINE REPAIR	\$93.25
	Invoice		Date	Description		Amount
	399452		06/13/2018	Brush cutter line		\$27.00
	399521		06/14/2018	Chainsaw chain		\$47.63
	399857		06/19/2018	Spark plugs		\$18.62
89817	06/22/2018	Open			BAY AREA BARRICADE SERVICE INC.	\$684.31
	Invoice		Date	Description		Amount
	0354958-IN		06/08/2018	Barricades (20)		\$684.31
89818	06/22/2018	Open			BECKY ADAMS	\$339.30
	Invoice		Date	Description		Amount
	ADAMS61418		06/14/2018	Summer 1 Instructor Payments 2018		\$339.30
89819	06/22/2018	Open			BIG BROTHERS BIG SISTERS OF SC COUNTY	\$1,443.00
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$1,443.00
89820	06/22/2018	Open			BILL TASHNICK	\$33.00
	Invoice		Date	Description		Amount
	TASHNICK61118		06/11/2018	Softball Official 6/11/18		\$33.00

Attachment: 6/22/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 22, 2018

Check Number	Invoice Number	Status	Invoice Date	Descriptions	Payee Name	Transaction Amount
89821	06/22/2018	Open			CA DEPT OF TAX AND FEE ADMINISTRATION	\$1,007.00
	Invoice		Date	Description		Amount
	CDTFA62118		06/21/2018	Use tax on pizza box bin, rescue tubes, solar pedestrian signs		\$1,007.00
				1000 - General Fund	\$86.00	
				1310 - Gas Tax	\$921.00	
89822	06/22/2018	Open			CABRILLO COLLEGE STROKE CENTER	\$3,584.00
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$3,584.00
89823	06/22/2018	Open			CALIFORNIA GREY BEARS INC.	\$7,432.00
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$7,432.00
89824	06/22/2018	Open			CAMPUS KIDS CONNECTION INC.	\$7,819.00
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$7,819.00
89825	06/22/2018	Open			CASA OF SANTA CRUZ COUNTY	\$1,584.50
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$1,584.50
89826	06/22/2018	Open			CENTRAL COAST CENTER FOR INDEPENDENT LIVIN	\$5,047.50
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$5,047.50
89827	06/22/2018	Open			CHAPARRAL SIGNS & AUTO GRAPHICS	\$675.00
	Invoice		Date	Description		Amount
	10231		05/30/2018	Police vehicle graphics		\$675.00
89828	06/22/2018	Open			CLAUDIO FRANCA	\$208.00
	Invoice		Date	Description		Amount
	FRANCA61418		06/14/2018	Summer 1 Instructor Payments 2018		\$208.00
89829	06/22/2018	Open			COMMUNITY ACTION BOARD	\$689.00
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$689.00
89830	06/22/2018	Open			COMMUNITY BRIDGES	\$56,662.00
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$56,662.00
89831	06/22/2018	Open			COMPANION FOR LIFE	\$2,550.00
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$2,550.00

Attachment: 6/22/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 22, 2018

Check Number	Invoice Number	Status	Invoice Date	Descriptions	Payee Name	Transaction Amount
89832	06/22/2018	Open			CONFLICT RESOLUTION CENTER OF SANTA CRUZ	\$1,607.50
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$1,607.50
89833	06/22/2018	Open			CUMMINS PACIFIC	\$1,746.70
	Invoice		Date	Description		Amount
	021-31714		04/19/2018	Sweeper ECM troubleshooting 1310 - Gas Tax		\$1,746.70
89834	06/22/2018	Open			CVS PHARMACY INC.	\$116.48
	Invoice		Date	Description		Amount
	8840		06/12/2018	Recreation supplies		\$35.90
	0461		06/13/2018	Beach chairs		\$38.66
	0864		06/14/2018	Recreation supplies		\$41.92
89835	06/22/2018	Open			CYNTHIA LARSON	\$400.00
	Invoice		Date	Description		Amount
	LARSON62418		06/22/2018	Sunday music at the beach 6/24/18		\$400.00
89836	06/22/2018	Open			DANIĆA WYATT	\$109.20
	Invoice		Date	Description		Amount
	WYATT61418		06/14/2018	Summer 1 Instructor Payments 2018		\$109.20
89837	06/22/2018	Open			DAWN MAC LAUGHLIN	\$488.80
	Invoice		Date	Description		Amount
	MACLAUGHLIN61418		06/14/2018	Summer 1 Instructor Payments 2018		\$488.80
89838	06/22/2018	Open			DEJAVU VIDEO SERVICES	\$631.60
	Invoice		Date	Description		Amount
	2960		06/11/2018	Digitizing video tapes		\$631.60
89839	06/22/2018	Open			DIENTES COMMUNITY DENTAL CARE	\$701.50
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$701.50
89840	06/22/2018	Open			DOUG PENNY	\$83.20
	Invoice		Date	Description		Amount
	PENNY61418		06/14/2018	Summer 1 Instructor Payments 2018		\$83.20
89841	06/22/2018	Open			ENCOMPASS COMMUNITY SERVICES	\$7,446.50
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$7,446.50

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City Checks Issued June 22, 2018

Check Number	Invoice Number	Status	Invoice Date	Descriptions	Payee Name	Transaction Amount
89842	06/22/2018	Open			EWING IRRIGATION	\$285.25
	Invoice		Date	Description		Amount
	5508522		06/06/2018	Shovels and fertilizer		\$149.64
	5528912		06/08/2018	Fertilizer		\$135.61
89843	06/22/2018	Open			FAMILIES IN TRANSITION	\$1,260.50
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$1,260.50
89844	06/22/2018	Open			FAMILY SERVICE AGENCY OF THE CENTRAL COAST	\$5,880.50
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$5,880.50
89845	06/22/2018	Open			FERGUSON ENTERPRISES INC.	\$93.74
	Invoice		Date	Description		Amount
	6056239		06/05/2018	Faucet 1311 - Wharf		\$93.74
89846	06/22/2018	Open			FIRST ALARM	\$232.17
	Invoice		Date	Description		Amount
	404851		06/15/2018	Police dept. quarterly monitoring		\$232.17
89847	06/22/2018	Open			FLYERS ENERGY LLC	\$7,482.36
	Invoice		Date	Description		Amount
	18-706522		06/08/2018	100 gallons of diesel		\$398.43
	18-706521		06/08/2018	347 gallons of ethanol		\$1,362.49
	18-697223		05/23/2018	150 gallons diesel		\$597.32
	18-698857		06/25/2018	387 gallons ethanol		\$1,506.68
	18-698858		05/25/2018	270 gallons diesel		\$1,072.24
	18-702307		05/31/2018	360 gallons ethanol		\$1,394.61
	18-702310		05/31/2018	295 gallons diesel		\$1,150.59
89848	06/22/2018	Open			FRED C. BEYERS	\$234.00
	Invoice		Date	Description		Amount
	BEYERS61518		06/15/2018	Softball Official 6/4 - 6/15/18		\$234.00
89849	06/22/2018	Open			GARDAWORLD	\$191.97
	Invoice		Date	Description		Amount
	10402456		06/01/2018	June armored car services		\$191.97
89850	06/22/2018	Open			GEORGE McMENAMIN	\$1,120.68
	Invoice		Date	Description		Amount
	2018-10		06/19/2018	June riparian restoration		\$1,120.68

Attachment: 6/22/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 22, 2018

Check Number	Invoice Number	Status	Invoice Date	Descriptions	Payee Name	Transaction Amount
89851	06/22/2018	Open			GOLDFARB & LIPMAN LLP	\$112.00
	Invoice		Date	Description		Amount
	127280		06/11/2018	Planning legal services		\$112.00
89852	06/22/2018	Open			HO KUK MU SUL CORPORATION	\$52.00
	Invoice		Date	Description		Amount
	HOKUKMUSUL61418		06/14/2018	Summer 1 Instructor Payments 2018		\$52.00
89853	06/22/2018	Open			HOMELESS SERVICE CENTER OF SANTA CRUZ COL	\$1,340.00
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$1,340.00
89854	06/22/2018	Open			HOSPICE of SANTA CRUZ COUNTY	\$804.00
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$804.00
89855	06/22/2018	Open			JOHANNA WEINSTEIN	\$549.25
	Invoice		Date	Description		Amount
	WEINSTEIN61418		06/14/2018	Summer 1 Instructor Payments 2018		\$549.25
89856	06/22/2018	Open			KARL HEEBNER	\$3,000.00
	Invoice		Date	Description		Amount
	101		06/27/2018	Sound engineer 6/27, 7/4, 7/11 concerts		\$3,000.00
89857	06/22/2018	Open			KATHY D'ANGELO	\$370.00
	Invoice		Date	Description		Amount
	000V-04042018		06/10/2018	Museum shoot & edit Tom Louage interview		\$370.00
89858	06/22/2018	Open			LABORMAX STAFFING	\$2,999.20
	Invoice		Date	Description		Amount
	26-93944		06/15/2018	Seasonal labor		\$2,999.20
89859	06/22/2018	Open			LLOYDS TIRE SERVICE	\$920.37
	Invoice		Date	Description		Amount
	311878		06/07/2018	Ford F250 tires, balancing, disposal fee		\$773.22
	311902		06/11/2018	2007 Ford Ranger steel wheel		\$147.15
89860	06/22/2018	Open			LORRAINE KINNAMON	\$205.40
	Invoice		Date	Description		Amount
	KINNAMON61418		06/14/2018	Summer 1 Instructor Payments 2018		\$205.40
89861	06/22/2018	Open			MAR-KEN K-9 TRAINING CENTER	\$240.00
	Invoice		Date	Description		Amount
	0201-18		06/15/2018	K-9 training		\$240.00

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City Checks Issued June 22, 2018

Check Number	Invoice Number	Status	Invoice Date	Descriptions	Payee Name	Transaction Amount
89862	06/22/2018	Open			MARK MATTERN	\$208.00
	Invoice		Date	Description		Amount
	MATTERN61418		06/14/2018	Summer 1 Instructor Payments 2018		\$208.00
89863	06/22/2018	Open			MICHAEL G LEW	\$374.40
	Invoice		Date	Description		Amount
	LEW61418		06/14/2018	Summer 1 Instructor Payments 2018		\$374.40
89864	06/22/2018	Open			MILLER'S TRANSFER & STORAGE CO.	\$239.00
	Invoice		Date	Description		Amount
	90080		06/09/2018	Monthly record storage & handling		\$239.00
89865	06/22/2018	Open			MONARCH SERVICES	\$1,898.50
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$1,898.50
89866	06/22/2018	Open			NANCY HOWELLS	\$22.10
	Invoice		Date	Description		Amount
	HOWELLS61418		06/14/2018	Summer 1 Instructor Payments 2018		\$22.10
89867	06/22/2018	Open			NATIVE ANIMAL RESCUE	\$600.00
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$600.00
89868	06/22/2018	Open			NICHOLS CONSULTING ENGINEERS CHTD	\$7,925.00
	Invoice		Date	Description		Amount
	303095503		06/08/2018	Surface seal meetings, utility coordination, PS&E 1309 - RTC Streets		\$7,925.00
89869	06/22/2018	Open			NORTH BAY FORD	\$3,582.22
	Invoice		Date	Description		Amount
	325097		05/02/2018	1997 Ford torque converter repairs		\$2,380.78
	325796		06/08/2018	2014 Ford Explorer replaced transmission mount & AC liquid line		\$1,201.44
89870	06/22/2018	Open			O'NEILL SEA ODYSSEY	\$1,471.50
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$1,471.50
89871	06/22/2018	Open			O'REILLY AUTO PARTS	\$97.98
	Invoice		Date	Description		Amount
	2763-378086		06/13/2018	Wiper fluid, towels, diesel exhaust fluid		\$97.98
89872	06/22/2018	Open			PALACE OFFICE SUPPLIES	\$34.12
	Invoice		Date	Description		Amount
	485302-0		06/20/2018	Sink rack		\$34.12

Attachment: 6/22/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 22, 2018

Check Number	Invoice Number	Status	Invoice Date	Descriptions	Payee Name	Transaction Amount
89873	06/22/2018	Open			PARENTS CENTER OF SANTA CRUZ	\$3,250.00
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$3,250.00
89874	06/22/2018	Open			PARS	\$142.50
	Invoice		Date	Description		Amount
	40318		06/11/2018	2017 PARS annual statement fee		\$142.50
89875	06/22/2018	Open			PAULA BLISS	\$339.30
	Invoice		Date	Description		Amount
	BLISS61418		06/14/2018	Summer 1 Instructor Payments 2018		\$339.30
89876	06/22/2018	Open			PHOENIX GROUP INFORMATION SYSTEMS	\$4,337.04
	Invoice		Date	Description		Amount
	052018070		06/15/2018	May citation processing		\$4,337.04
89877	06/22/2018	Open			PRAXAIR DISTRIBUTION INC.	\$116.63
	Invoice		Date	Description		Amount
	83104800		05/22/2018	Acetylene rental		\$116.63
89878	06/22/2018	Open			ROYAL WHOLESALE ELECTRIC	\$9.57
	Invoice		Date	Description		Amount
	7719-630877		06/13/2018	Cable ties		\$9.57
89879	06/22/2018	Open			SANDY MARRUJO	\$382.20
	Invoice		Date	Description		Amount
	MARRUJO61418		06/14/2018	Summer 1 Instructor Payments 2018		\$382.20
89880	06/22/2018	Open			SANTA CRUZ CORE FITNESS & REHAB	\$227.50
	Invoice		Date	Description		Amount
	SCCFR61418		06/14/2018	Summer 1 Instructor Payments 2018		\$227.50
89881	06/22/2018	Open			SANTA CRUZ TODDLER CARE CENTER	\$624.00
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$624.00
89882	06/22/2018	Open			SECOND HARVEST FOOD BANK	\$5,227.50
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$5,227.50
89883	06/22/2018	Open			SENIOR CITIZENS LEGAL SERVICES	\$4,418.00
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$4,418.00

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City Checks Issued June 22, 2018

Check Number	Invoice Number	Status	Invoice Date	Descriptions	Payee Name	Transaction Amount
89884	06/22/2018	Open			SENIOR NETWORK SERVICES INC.	\$1,281.50
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$1,281.50
89885	06/22/2018	Open			SENIORS COUNCIL OF SC COUNTY	\$1,718.50
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$1,718.50
89886	06/22/2018	Open			SERVPRO OF SANTA CRUZ	\$180.88
	Invoice		Date	Description		Amount
	6651		06/11/2018	Biohazard cleanup car #111		\$180.88
89887	06/22/2018	Open			SOLAR TRAFFIC SYSTEMS INC	\$10,228.50
	Invoice		Date	Description		Amount
	18-4681		05/17/2018	Solar pedestrian crossing sign Cliff Drive		\$3,409.50
	18-4682		05/17/2018	Solar pedestrian traffic sign 1200 41st Ave.		\$3,409.50
	18-4683		05/17/2018	Solar pedestrian traffic sign 1100 41st Ave. 1310 - Gas Tax		\$3,409.50
89888	06/22/2018	Open			STATE CONTROLLERS OFFICE	\$22.81
	Invoice		Date	Description		Amount
	1143634		06/15/2018	Unclaimed property remittance for payroll chk #4841 dtd 6/10/16		\$22.81
89889	06/22/2018	Open			STATE STEEL COMPANY	\$328.41
	Invoice		Date	Description		Amount
	124584		06/13/2018	Steel		\$328.41
89890	06/22/2018	Open			STEVE JESBERG	\$106.57
	Invoice		Date	Description		Amount
	JESBERG61418		06/14/2018	Corps of Engineers travel reimbursement		\$106.57
89891	06/22/2018	Open			SUELLEN MCCUTCHEN	\$107.25
	Invoice		Date	Description		Amount
	MCCUTCHEN61418		06/14/2018	Summer 1 Instructor Payments 2018		\$107.25
89892	06/22/2018	Open			SUMMIT UNIFORMS	\$198.84
	Invoice		Date	Description		Amount
	50159		05/04/2018	Pants, uniform alteration		\$198.84
89893	06/22/2018	Open			T&T PAVEMENT MARKINGS AND PRODUCTS INC	\$113.51
	Invoice		Date	Description		Amount
	2018239		06/07/2018	Quiet zone signs		\$113.51
89894	06/22/2018	Open			THE DIVERSITY CENTER	\$536.00
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$536.00

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City Checks Issued June 22, 2018

Check Number	Invoice Number	Status	Invoice Date	Descriptions	Payee Name	Transaction Amount
89895	06/22/2018	Open			TRACTOR SUPPLY COMPANY	\$109.23
	Invoice		Date	Description		Amount
	200170292		05/02/2018	Hand winch, tri ball		\$109.23
89896	06/22/2018	Open			UNITED WAY OF SANTA CRUZ COUNTY	\$3,723.00
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$3,723.00
89897	06/22/2018	Open			VISTA CENTER FOR THE BLIND	\$949.00
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$949.00
89898	06/22/2018	Open			VOLUNTEER CENTERS OF SC COUNTY	\$1,607.50
	Invoice		Date	Description		Amount
	062018		06/20/2018	Community grant funding		\$1,607.50
89899	06/22/2018	Open			WEBER HAYES & ASSOCIATES INC.	\$480.00
	Invoice		Date	Description		Amount
	11557		05/07/2018	#17-019 4015 Capitola Rd. consulting		\$480.00
89900	06/22/2018	Open			ZEE MEDICAL SERVICE CO.	\$133.43
	Invoice		Date	Description		Amount
	66100315		06/12/2018	Medical supplies		\$133.43
89901	06/22/2018	Open			Ellen Nielsen	\$77.40
	Invoice		Date	Description		Amount
	2003355.002		06/15/2018	Class refund		\$77.40
89902	06/22/2018	Open			Santa Rosa Junior College/Accounting	\$39.50
	Invoice		Date	Description		Amount
	AR18-02267		06/14/2018	POST training for Sgt. Booth		\$39.50
Type Check Totals:						\$209,435.44

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City Checks Issued June 22, 2018

Check Number	Invoice Number	Status	Invoice Date	Descriptions	Payee Name	Transaction Amount
<u>EFT</u>						
622	06/19/2018	Open			INTERNAL REVENUE SERVICE	\$5,655.79
	Invoice		Date	Description		Amount
	85951362		06/19/2018	Federal taxes & Medicare employee final paycheck 1001 - Payroll Payables		\$5,655.79
623	06/19/2018	Open			EMPLOYMENT DEVELOPMENT DEPT	\$1,798.29
	Invoice		Date	Description		Amount
	1-972-022-848		06/19/2018	State taxes employee final paycheck 1001 - Payroll Payables		\$1,798.29
Type EFT Totals:						\$7,454.08
CITY - Main City Totals				Count:		Total:
Checks				92		\$209,435.44
EFTs				2		\$7,454.08
All				94		\$216,889.52
WELLS - Payroll Totals						
Checks				12		\$6,223.30
EFTs				116		\$166,375.95
All				128		\$172,599.25
Grand Totals:						
Checks				104		\$215,658.74
EFTs				118		\$173,830.03
All				222		\$389,488.77

Attachment: 6/22/18 City Check Register (Approval of City Check Registers)

City Main account checks dated June 29, 2018, numbered 89903 to 89950 plus 6 EFTs, totaling \$277,628.08, have been reviewed and authorized for distribution by the City Manager.

As of June 29, 2018, the unaudited cash balance is \$5,050,307.30.

CASH POSITION - CITY OF CAPITOLA 6/29/18

	Net Balance
General Fund	\$641,209.44
Payroll Payables	\$79,814.96
Contingency Reserve Fund	\$2,036,345.66
Facilities Reserve Fund	\$418,040.63
Capital Improvement Fund	\$1,146,779.30
Stores Fund	\$32,915.36
Information Technology Fund	\$142,512.76
Equipment Replacement	\$147,902.63
Self-Insurance Liability Fund	\$196,153.51
Workers' Comp. Ins. Fund	\$231,641.79
Compensated Absences Fund	(\$23,008.74)
TOTAL UNASSIGNED GENERAL FUNDS	\$5,050,307.30

The Emergency Reserve Fund balance is \$1,344,205.54 (not included above).

The PERS Contingency Fund balance is \$815,408.56 (not included above).

The Library Fund balance is \$1,917,846.14 (not included above).



 Jamie Goldstein, City Manager

6/29/18

 Date



 Peter Wilk, City Treasurer

7/10/18

 Date

Attachment: 6/29/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 29, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89903	06/29/2018	Open			2ND NATURE SOFTWARE INC.	\$6,864.00
	Invoice		Date	Description		Amount
	1054		05/31/2018	FY18-19 stormwater management software license		\$6,864.00
89904	06/29/2018	Open			ALLSAFE LOCK COMPANY	\$29.30
	Invoice		Date	Description		Amount
	50587		06/15/2018	Keys		\$29.30
89905	06/29/2018	Open			AMY FERRASCI	\$90.00
	Invoice		Date	Description		Amount
	2018-4		06/25/2018	BIA spring brochure, parking map update 1321 - BIA - Capitola Village-Wharf BIA		\$90.00
89906	06/29/2018	Open			AT&T	\$9.17
	Invoice		Date	Description		Amount
	ATT060118		06/01/2018	June long distance charges		\$9.17
				1000 - General Fund	\$4.50	
				2211 - ISF - Info Tech	\$4.67	
89907	06/29/2018	Open			CALIFORNIA MARINE SANCTUARY FOUNDATION	\$500.00
	Invoice		Date	Description		Amount
	2018-CCCC-4		06/27/2018	Central coast climate collaborative membership dues		\$500.00
89908	06/29/2018	Open			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,598.75
	Invoice		Date	Description		Amount
	POA062218		06/22/2018	POA & gym dues PPE 6/16/18 1001 - Payroll Payables		\$1,598.75
89909	06/29/2018	Open			CODE PUBLISHING COMPANY INC.	\$5,809.80
	Invoice		Date	Description		Amount
	60386		06/18/2018	Municipal code update 1313 - General Plan Update and Maint		\$5,809.80
89910	06/29/2018	Open			CVS PHARMACY INC.	\$63.72
	Invoice		Date	Description		Amount
	1107		06/15/2018	Camp Capitola supplies		\$10.55
	3515		06/21/2018	Camp Capitola supplies		\$53.17
89911	06/29/2018	Open			DAVID SCOTT COBABE	\$2,779.00
	Invoice		Date	Description		Amount
	Cobabe062518		06/25/2018	Summer 1 Instructor Payments		\$2,779.00
89912	06/29/2018	Open			FERGUSON ENTERPRISES INC.	\$152.81
	Invoice		Date	Description		Amount
	6077642		06/15/2018	Plumbing supplies		\$152.81

Attachment: 6/29/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 29, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89913	06/29/2018	Open			GAYLORD ARCHIVAL	\$399.94
	Invoice		Date	Description		Amount
	2545097		06/20/2018	Museum filing and archiving supplies		\$399.94
89914	06/29/2018	Open			GRANITE ROCK COMPANY	\$793.50
	Invoice		Date	Description		Amount
	1110968		06/16/2018	Granitpatch 1310 - Gas Tax		\$793.50
89915	06/29/2018	Open			HANYA FOJACO	\$1,023.75
	Invoice		Date	Description		Amount
	Fojaco062518		06/25/2018	Summer 1 Instructor Payments		\$1,023.75
89916	06/29/2018	Open			HYDROSCIENCE ENGINEERS INC.	\$870.00
	Invoice		Date	Description		Amount
	331015001		06/04/2018	#17-019 4015 Capitola Rd. stormwater services		\$870.00
89917	06/29/2018	Open			ICMA RETIREMENT TRUST 457	\$5,499.76
	Invoice		Date	Description		Amount
	41638182		06/22/2018	Employee 457 contributions PPE 6/16/18 1001 - Payroll Payables		\$5,499.76
89918	06/29/2018	Open			JAMES P ALLEN	\$3,202.50
	Invoice		Date	Description		Amount
	030218		03/02/2018	#17-0441 4201 Capitola Rd. arborist services		\$2,347.50
	062018		06/20/2018	Consulting arborist services		\$855.00
89919	06/29/2018	Open			JANICE THERESA ENSMINGER	\$114.40
	Invoice		Date	Description		Amount
	Ensminger062518		06/25/2018	Summer 1 Instructor Payments		\$114.40
89920	06/29/2018	Open			JEANI MITCHELL	\$179.40
	Invoice		Date	Description		Amount
	Mitchell062518		06/25/2018	Summer 1 Instructor Payments		\$179.40
89921	06/29/2018	Open			JOHANNA WEINSTEIN	\$358.80
	Invoice		Date	Description		Amount
	Weinstein062518		06/25/2018	Summer 1 Instructor Payments		\$358.80
89922	06/29/2018	Open			KBA Docusys Inc.	\$23.68
	Invoice		Date	Description		Amount
	INV677962		06/15/2018	Recreation copier usage		\$23.68

Attachment: 6/29/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 29, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89923	06/29/2018	Open			KIMLEY HORN AND ASSOCIATES INC	\$12,208.16
	Invoice		Date	Description		Amount
	097763118-0518		06/26/2018	Traffic signal adaptive control services		\$3,226.91
	11455825		05/31/2018	Park Ave. sidewalk improvements		\$6,807.50
	11455826		05/31/2018	PG&E undergrounding sub-consultant expenses 1200 - Capital Improvement Fund		\$2,173.75
89924	06/29/2018	Open			LABORMAX STAFFING	\$2,152.60
	Invoice		Date	Description		Amount
	26-94217		06/22/2018	Seasonal labor		\$2,152.60
89925	06/29/2018	Open			LESLIE CHAVEZ	\$520.00
	Invoice		Date	Description		Amount
	10		06/19/2018	BIA website management & consulting services 1321 - BIA - Capitola Village-Wharf BIA		\$520.00
89926	06/29/2018	Open			LIUNA PENSION FUND	\$902.40
	Invoice		Date	Description		Amount
	CS3683		06/25/2018	June LIUNA dues 1001 - Payroll Payables		\$902.40
89927	06/29/2018	Open			MARQUIS BOOTH	\$637.04
	Invoice		Date	Description		Amount
	Booth061418		06/14/2018	Manager training travel/meal reimbursement		\$637.04
89928	06/29/2018	Open			NATALIE TOY	\$348.40
	Invoice		Date	Description		Amount
	Toy062518		06/25/2018	Summer 1 Instructor Payments		\$348.40
89929	06/29/2018	Open			PACIFIC GAS & ELECTRIC	\$15,231.39
	Invoice		Date	Description		Amount
	PGE062118-ACCT9		06/21/2018	Monthly utilities		\$15,231.39
				1000 - General Fund	\$5,205.42	
				1300 - SLESF - Supl Law Enfc	\$118.37	
				1310 - Gas Tax	\$7,434.68	
				1311 - Wharf	\$2,472.92	
89930	06/29/2018	Open			PALACE OFFICE SUPPLIES	\$169.49
	Invoice		Date	Description		Amount
	485442-0		06/21/2018	Paper		\$153.66
	9509041-0		06/26/2018	Paint brushes		\$15.83
				1311 - Wharf	\$15.83	
				2210 - ISF - Stores Fund	\$153.66	

Attachment: 6/29/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 29, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89931	06/29/2018	Open			SANDY MARRUJO	\$27.30
	Invoice		Date	Description		Amount
	Marrujo062518		06/25/2018	Summer 1 Instructor Payments		\$27.30
89932	06/29/2018	Open			SANTA CRUZ OCCUPATIONAL MEDICAL CENTER	\$318.00
	Invoice		Date	Description		Amount
	I-21006		05/31/2018	Employee physical, testing		\$318.00
89933	06/29/2018	Open			SPORT ABOUT GRAPHICS	\$494.76
	Invoice		Date	Description		Amount
	7728		06/25/2018	Spring softball championship shirts		\$494.76
89934	06/29/2018	Open			STEVE JESBERG	\$128.11
	Invoice		Date	Description		Amount
	Jesberg62118		06/21/2018	Water Rock hearing mileage reimbursement		\$128.11
89935	06/29/2018	Open			SUPPLYWORKS	\$1,848.23
	Invoice		Date	Description		Amount
	443883574		06/19/2018	Cleaning supplies		\$1,848.23
89936	06/29/2018	Open			UNITED WAY OF SANTA CRUZ COUNTY	\$30.00
	Invoice		Date	Description		Amount
	UW062018		06/29/2018	June employee contributions 1001 - Payroll Payables		\$30.00
89937	06/29/2018	Open			US BANK PARS	\$125,000.00
	Invoice		Date	Description		Amount
	PARS062918		06/29/2018	Quarterly PARS trust contribution		\$125,000.00
89938	06/29/2018	Open			US BANK PARS	\$2,185.10
	Invoice		Date	Description		Amount
	PARS062218		06/22/2018	PARS contributions PPE 6/16/18 1001 - Payroll Payables		\$2,185.10
89939	06/29/2018	Open			WENDY NOLAN	\$209.30
	Invoice		Date	Description		Amount
	Nolan062518		06/25/2018	Summer 1 Instructor Payments		\$209.30
89940	06/29/2018	Open			Ava Allaback	\$144.00
	Invoice		Date	Description		Amount
	Allaback62218		06/22/2018	Camp Capitola S1 Jr Leaders 6/11 - 6/22/18		\$144.00
89941	06/29/2018	Open			Casey Savadkohi	\$80.00
	Invoice		Date	Description		Amount
	Savadkohi062218		06/22/2018	Camp Capitola S1 Jr Leaders 6/11 - 6/22/18		\$80.00

Attachment: 6/29/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 29, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89942	06/29/2018	Open			Colin Karwick	\$80.00
	Invoice		Date	Description		Amount
	Karwick062218		06/22/2018	Camp Capitola S1 Jr Leaders 6/11 - 6/22/18		\$80.00
89943	06/29/2018	Open			Jacob Meschi	\$80.00
	Invoice		Date	Description		Amount
	Meschi062218		06/22/2018	Camp Capitola S1 Jr Leaders 6/11 - 6/22/18		\$80.00
89944	06/29/2018	Open			Janelle Cox	\$670.74
	Invoice		Date	Description		Amount
	Cox062418		06/24/2018	BIA non-profit status expense reimbursement 1321 - BIA - Capitola Village-Wharf BIA		\$670.74
89945	06/29/2018	Open			Kendal Wilson	\$80.00
	Invoice		Date	Description		Amount
	Wilson062218		06/22/2018	Camp Capitola S1 Jr Leaders 6/11 - 6/22/18		\$80.00
89946	06/29/2018	Open			Kerem Yazgan	\$48.00
	Invoice		Date	Description		Amount
	Yazgan062218		06/22/2018	Camp Capitola S1 Jr Leaders 6/11 - 6/22/18		\$48.00
89947	06/29/2018	Open			Lucas Rawles	\$80.00
	Invoice		Date	Description		Amount
	Rawles062218		06/22/2018	Camp Capitola S1 Jr Leaders 6/11 - 6/22/18		\$80.00
89948	06/29/2018	Open			Max Perko	\$80.00
	Invoice		Date	Description		Amount
	Perko062218		06/22/2018	Camp Capitola S1 Jr Leaders 6/11 - 6/22/18		\$80.00
89949	06/29/2018	Open			Tess Ortiz	\$68.00
	Invoice		Date	Description		Amount
	Ortiz062218		06/22/2018	Camp Capitola S1 Jr Leaders 6/11 - 6/22/18		\$68.00
89950	06/29/2018	Open			WELL-FIT LLC	\$1,450.00
	Invoice		Date	Description		Amount
	1246		06/14/2018	Stress management & nutritional planning workshop		\$1,450.00

Type Check Totals: \$195,633.30

Attachment: 6/29/18 City Check Register (Approval of City Check Registers)

City Checks Issued June 29, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
<u>EFT</u>						
624	06/26/2018	Open			INTERNAL REVENUE SERVICE	\$25,754.66
	Invoice		Date	Description		Amount
	10690149		06/26/2018	Federal taxes & Medicare PPE 6/16/18 1001 - Payroll Payables		\$25,754.66
625	06/27/2018	Open			EMPLOYMENT DEVELOPMENT DEPT	\$6,902.78
	Invoice		Date	Description		Amount
	0-786-419-264		06/27/2018	State taxes PPE 6/16/18 1001 - Payroll Payables		\$6,902.78
626	06/26/2018	Open			STATE DISBURSEMENT UNIT	\$1,232.76
	Invoice		Date	Description		Amount
	ZHXWJ9C6659		06/26/2018	Employee garnishments PPE 6/16/18 1001 - Payroll Payables		\$1,232.76
627	06/25/2018	Open			DISCOVERY BENEFITS	\$135.00
	Invoice		Date	Description		Amount
	0000883335-IN		05/31/2018	May COBRA & FSA admin.		\$135.00
628	06/29/2018	Open			ADP LLC	\$265.44
	Invoice		Date	Description		Amount
	516614735		06/22/2018	ez Labor timesheet software monthly fee 2211 - ISF - Information Technology		\$265.44
629	06/29/2018	Open			CalPERS Member Services Division	\$47,704.14
	Invoice		Date	Description		Amount
	1001103894-97		06/29/2018	PERS contributions PPE 6/16/18 1000 - General Fund (\$0.14) 1001 - Payroll Payables \$47,704.28		\$47,704.14
Type EFT Totals:						\$81,994.78

Attachment: 6/29/18 City Check Register (Approval of City Check Registers)

CITY - Main City Totals	Count:	Total:
Checks	48	\$195,633.30
EFTs	6	\$81,994.78
All	54	\$277,628.08



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF SEPTEMBER 27, 2018

FROM: Finance Department

SUBJECT: Approval of City Check Registers for July 6, July 13, July 20 and July 27, 2018

RECOMMENDED ACTION: Approve check registers.

Account: City Main				
Date	Starting Check #	Ending Check #	Check/EFT Count	Amount
7/6/2018	89951	90006	57	\$364,263.27
7/13/2018	90007	90074	73	\$518,847.06
7/20/2018	90075	90143	69	\$201,518.84
7/27/2018	90144	90204	67	\$1,437,235.21

The main account check register dated June 29, 2018, ended with check #89950.

Account: Library				
Date	Starting Check #	Ending Check #	Check/EFT Count	Amount
7/13/2018	72	73	2	\$4,600
7/27/2018	74	74	1	\$34,561.02

The library account check register dated June 29, 2018, ended with check #71.

Account: Payroll				
Date	Starting Check #	Ending Check #	Check/EFT Count	Amount
7/6/2018	5357	5368	130	\$195,720.73
7/20/2018	5369	5383	130	\$233,488.61

The payroll account check register dated June 29, 2018, ended with check #5356.

Following is a list of checks issued for more than \$10,000 and a brief description of the expenditure:

Check	Issued to	Dept	Description	Amount
89958	CA Dept. of Fish and Wildlife	PW	Flume and jetty permits	\$10,291.50
89988	Santa Cruz Regional 911	PD	FY 18/19 assessment	\$167,788.25
89994	U.S. Bank	FN	Pac Cove facility lease	\$76,556.81
EFT 630	CalPERS Health Insurance	FN	July health insurance	\$58,534.35

Approval of City Check Registers
September 27, 2018

90042	Monterey Bay Area Self Insurance Authority	CM	FY18/19 Insurance premiums	\$294,896.10
90050	Pacific Monarch	REC	Junior guards regional competition bus transportation	\$15,700
90054	SCC Animal Shelter	PD	FY18/19 animal services 1 st installment	\$21,444.40
90063	Soquel Creek Water District	PW	Monthly water usage and irrigation fees	\$16,860.97
EFT 632	CalPERS Member Services	FN	PERS contributions PPE 6/30/18	\$47,239.36
EFT 633	IRS	FN	Federal taxes & Medicare PPE 6/30/18	\$29,039.74
90075	4Leaf Inc.	CDD	June interim building official	\$12,690
90081	Atchison Barisone Condotti & Kovacevich	CM	June legal services	\$71,799.13
90119	SCC Auditor Controller	PD	June citation processing	\$11,590.50
90128	Visit Santa Cruz County	FN	April – June TMD	\$50,573.56
90172	Kimley Horn and Associates	PW	Jewel Box community workshop & traffic control plan	\$11,000
90184	PG&E	PW	Monthly gas & electricity	\$15,555.90
EFT 637	CalPERS Member Services	FN	PERS contributions PPE 7/14/18	\$49,064.30
EFT 638	Employment Development Department	FN	State taxes PPE 7/14/18	\$11,263.23
EFT 639	IRS	FN	Federal taxes & Medicare PPE 7/14/18	\$37,470.73
EFT 641	CalPERS Fiscal Services	FN	FY18/19 PERS UAL prepayment	\$1,216,016
Library 74	Noll and Tam Architects	PW	Library architect services	\$34,561.02

ATTACHMENTS:

1. 7/6/18 City Check Register
2. 7/13/18 City Check Register
3. 7/20/18 City Check Register
4. 7/27/18 City Check Register

Report Prepared By: Maura Herlihy
Account Technician

Approval of City Check Registers
September 27, 2018

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

9/21/2018


City main account checks dated July 6, 2018, numbered 89951 to 90006, plus 1 EFT, totaling \$364,263.27, plus 12 payroll checks & 118 payroll EFTs, totaling \$195,720.73, for a grand total of \$559,984, have been reviewed and authorized for distribution by the City Manager.

As of July 6, 2018, the unaudited cash balance is \$4,626,759.88.

CASH POSITION - CITY OF CAPITOLA 7/06/18

	Net Balance
General Fund	\$169,806.61
Payroll Payables	\$140,529.11
Contingency Reserve Fund	\$2,036,345.66
Facilities Reserve Fund	\$418,040.63
Capital Improvement Fund	\$1,134,987.80
Stores Fund	\$32,566.29
Information Technology Fund	\$141,794.59
Equipment Replacement	\$147,902.63
Self-Insurance Liability Fund	\$196,153.51
Workers' Comp. Ins. Fund	\$231,641.79
Compensated Absences Fund	(\$23,008.74)
TOTAL UNASSIGNED GENERAL FUNDS	\$4,626,759.88

The Emergency Reserve Fund balance is \$1,344,205.54 (not included above).
The PERS Contingency Fund balance is \$815,408.56 (not included above).
The Library Fund balance is \$1,917,846.14 (not included above).



Jamie Goldstein, City Manager

7/10/18

Date



Peter Wilk, City Treasurer

7/23/18

Date

Attachment: 7/6/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 6, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89951	07/03/2018	Open			TODD C MORGAN	\$1,000.00
	Invoice		Date	Description		Amount
	0504-2018		05/04/2018	Beach concert performance 7/4		\$1,000.00
89952	07/06/2018	Open			AFLAC	\$1,723.96
	Invoice		Date	Description		Amount
	123930		06/25/2018	June supplemental insurance 1001 - Payroll Payables		\$1,723.96
89953	07/06/2018	Open			B & B SMALL ENGINE REPAIR	\$32.40
	Invoice		Date	Description		Amount
	399933		06/20/2018	Flange, gaskets, spark plug		\$30.78
	400300		06/25/2018	Starter rope		\$1.62
89954	07/06/2018	Open			BATTERIES PLUS	\$734.44
	Invoice		Date	Description		Amount
	P1591349		05/16/2018	Batteries for Irao's wheelchair		\$734.44
89955	07/06/2018	Open			BILL TASHNICK	\$66.00
	Invoice		Date	Description		Amount
	Tashnick062218		06/29/2018	Softball Official's 6/18 - 6/29/18		\$66.00
89956	07/06/2018	Open			BOBBY'S PIT STOP INC.	\$270.87
	Invoice		Date	Description		Amount
	0359223		06/22/2018	2011 Chevy Tahoe repairs		\$270.87
89957	07/06/2018	Open			CALE AMERICA INC.	\$95.00
	Invoice		Date	Description		Amount
	150067		06/11/2018	Paystation programming labor		\$95.00
89958	07/06/2018	Open			CALIF DEPT OF FISH & WILDLIFE	\$10,291.50
	Invoice		Date	Description		Amount
	F&W070518		07/05/2018	Flume and jetty permits 1200 - Capital Improvement Fund		\$10,291.50
89959	07/06/2018	Open			CA REGIONAL WATER QUALITY CONTROL BOARD	\$1,500.00
	Invoice		Date	Description		Amount
	RWQCB070518		07/05/2018	Flume and jetty fees 1200 - Capital Improvement Fund		\$1,500.00
89960	07/06/2018	Open			CAPITOLA SELF STORAGE	\$300.00
	Invoice		Date	Description		Amount
	35305		07/03/2018	Quarterly museum storage rent unit #2823		\$300.00

Attachment: 7/6/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 6, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89961	07/06/2018	Open			CIVINOMICS	\$1,722.00
	Invoice		Date	Description		Amount
	062918		06/29/2018	Stormwater survey		\$1,722.00
89962	07/06/2018	Open			CODE PUBLISHING COMPANY INC.	\$128.70
	Invoice		Date	Description		Amount
	60514		06/28/2018	Municipal code update		\$128.70
89963	07/06/2018	Open			CRYSTAL SPRINGS WATER CO.	\$431.49
	Invoice		Date	Description		Amount
	053118		05/31/2018	May drinking water		\$431.49
89964	07/06/2018	Open			CVS PHARMACY INC.	\$49.29
	Invoice		Date	Description		Amount
	6529		06/28/2018	Camp Capitola supplies		\$49.29
89965	07/06/2018	Open			D & G SANITATION	\$1,079.47
	Invoice		Date	Description		Amount
	251378		06/30/2018	McGregor park portable toilet rental		\$252.65
	251379		06/30/2018	Pac Cov lower lot portable toilets		\$213.41
	251380		06/30/2018	Wharf portable toilets		\$613.41
				1000 - General Fund	\$466.06	
				1311 - Wharf	\$613.41	
89966	07/06/2018	Open			DEDE HARRINGTON	\$92.00
	Invoice		Date	Description		Amount
	Harrington63018		06/30/2018	BIA social media advertising reimbursement		\$92.00
				1321 - BIA - Capitola Village-Wharf BIA		
89967	07/06/2018	Open			ED MORRISON	\$2,200.00
	Invoice		Date	Description		Amount
	2018-05-12		07/02/2018	June PW inspection services		\$2,200.00
89968	07/06/2018	Open			FERGUSON ENTERPRISES INC.	\$30.71
	Invoice		Date	Description		Amount
	6077642-1		06/21/2018	Plumbing supplies		\$30.71
89969	07/06/2018	Open			FIRST SECURITY	\$315.00
	Invoice		Date	Description		Amount
	562292		06/22/2018	Jade St. park patrol July		\$315.00

Attachment: 7/6/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 6, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89970	07/06/2018	Open			FLYERS ENERGY LLC	\$5,765.19
	Invoice		Date	Description		Amount
	CFS-1629757		06/15/2018	Fuel for training		\$29.22
	18-718931		06/29/2018	167 gallons of diesel		\$652.72
	18-718929		06/29/2018	399 gallons of ethanol		\$1,532.50
	18-714911		06/22/2018	300 gallons ethanol		\$1,129.29
	18-714912		06/22/2018	100 gallons diesel		\$392.72
	18-711546		06/18/2018	346 gallons ethanol		\$1,337.10
	18-711547		06/18/2018	175 gallons diesel		\$691.64
89971	07/06/2018	Open			FRED C. BEYERS	\$273.00
	Invoice		Date	Description		Amount
	Beyers062918		06/29/2018	Softball Officials 6/18 - 6/29/18		\$273.00
89972	07/06/2018	Open			GARDAWORLD	\$15.80
	Invoice		Date	Description		Amount
	20306927		05/31/2018	Excess premise time 5/17/18		\$15.80
89973	07/06/2018	Open			HOUSING AUTHORITY OF THE COUNTY OF SCC	\$501.00
	Invoice		Date	Description		Amount
	18-10 CSD		05/10/2018	April security deposit program 5552 - Cap Hsg Succ- Program Income		\$501.00
89974	07/06/2018	Open			InnerWorkings	\$1,150.18
	Invoice		Date	Description		Amount
	5071866-1		06/18/2018	Notice to appear forms (5,000)		\$1,150.18
89975	07/06/2018	Open			INNOVATIVE PRODUCTIONS INC.	\$1,400.00
	Invoice		Date	Description		Amount
	16930-2		05/08/2018	Big City Revue concert performance 7/11		\$1,400.00
89976	07/06/2018	Open			LABORMAX STAFFING	\$2,211.66
	Invoice		Date	Description		Amount
	26-94474		06/29/2018	Seasonal labor		\$2,211.66
89977	07/06/2018	Open			LESLIE FELLOWS	\$2,460.00
	Invoice		Date	Description		Amount
	LF062518		06/25/2018	Sunday art & music program coordinator		\$2,160.00
	LF070218		07/02/2018	Sunday art & music program coordinator		\$300.00

Attachment: 7/6/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 6, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89978	07/06/2018	Open			LIFE INSURANCE CO OF NORTH AMERICA-CIGNA	\$2,246.60
	Invoice		Date	Description		Amount
	CIGNA062018		06/28/2018	June LTD, STD, AD&D, life insurance		\$2,246.60
				1000 - General Fund	\$0.39	
				1001 - Payroll Payables	\$2,246.21	
89979	07/06/2018	Open			LLOYDS TIRE SERVICE	\$89.09
	Invoice		Date	Description		Amount
	312214		07/03/2018	2014 Ford Explorer tire mounting & balancing		\$89.09
89980	07/06/2018	Open			O'REILLY AUTO PARTS	\$60.90
	Invoice		Date	Description		Amount
	2763-379782		06/20/2018	Oil filters, blue def		\$60.90
89981	07/06/2018	Open			OPENGOV INC.	\$3,333.00
	Invoice		Date	Description		Amount
	INV-000382		07/01/2018	FY18-19 OpenGov contract		\$3,333.00
89982	07/06/2018	Open			PABLO RIVIERE	\$200.00
	Invoice		Date	Description		Amount
	Riviere070118		07/01/2018	Sunday art and music performance 7/1		\$200.00
89983	07/06/2018	Open			PALACE OFFICE SUPPLIES	\$149.05
	Invoice		Date	Description		Amount
	485926-0		06/27/2018	Office supplies		\$24.38
	485132-0		06/19/2018	Office supplies		\$104.31
	9509765-0		06/29/2018	Post-it notes		\$20.36
				1000 - General Fund	\$124.67	
				2210 - ISF - Stores Fund	\$24.38	
89984	07/06/2018	Open			PHIL ALLEGRI ELECTRIC INC.	\$533.75
	Invoice		Date	Description		Amount
	24133		06/29/2018	Depot hill park panel cover		\$533.75
89985	07/06/2018	Open			PITNEY BOWES	\$324.69
	Invoice		Date	Description		Amount
	PB061918		06/19/2018	Postage machine rental		\$324.69
				2210 - ISF - Stores Fund		
89986	07/06/2018	Open			PREFERRED BENEFIT INSURANCE ADMIN.	\$5,365.40
	Invoice		Date	Description		Amount
	EIA24712		06/01/2018	June dental & vision insurance		\$5,365.40
				1001 - Payroll Payables		

Attachment: 7/6/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 6, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89987	07/06/2018	Open			ROYAL WHOLESALE ELECTRIC	\$13.35
	Invoice		Date	Description		Amount
	7719-631321		06/25/2018	Recycle bulbs		\$13.35
89988	07/06/2018	Open			SANTA CRUZ REGIONAL 911	\$167,788.25
	Invoice		Date	Description		Amount
	SCR911FY18-19		06/15/2018	Regional 911 FY18-19 assessment		\$167,788.25
89989	07/06/2018	Open			SHARPS SOLUTIONS LLC	\$75.00
	Invoice		Date	Description		Amount
	SS27398		06/11/2018	Waste pickup		\$75.00
89990	07/06/2018	Open			SLOAN SAKAI YEUNG AND WONG LLP	\$5,499.46
	Invoice		Date	Description		Amount
	38030		05/31/2018	Labor negotiations		\$5,499.46
89991	07/06/2018	Open			STAPLES ADVANTAGE	\$90.93
	Invoice		Date	Description		Amount
	8050299715		06/16/2018	Office supplies		\$90.93
89992	07/06/2018	Open			THE CLEANING MACHINE INC.	\$2,680.00
	Invoice		Date	Description		Amount
	6251		06/28/2018	Sidewalk cleaning		\$2,680.00
89993	07/06/2018	Open			TRANSPORTATION ALLIANCE BANK INC.	\$1,041.49
	Invoice		Date	Description		Amount
	644489		06/04/2018	Sweeper parts 1310 - Gas Tax		\$1,041.49
89994	07/06/2018	Open			U.S. BANK	\$76,556.81
	Invoice		Date	Description		Amount
	62650		07/01/2018	Pac Cove facility lease #CIEDB-BC15-103 1421 - Pac Cove Park		\$76,556.81
89995	07/06/2018	Open			UNITED PARCEL SERVICE	\$13.48
	Invoice		Date	Description		Amount
	0000954791268		06/30/2018	Shipping charges		\$13.48
89996	07/06/2018	Open			UPEC LIUNA LOCAL 792	\$1,255.50
	Invoice		Date	Description		Amount
	2040		06/04/2018	June UPEC dues 1001 - Payroll Payables		\$1,255.50

Attachment: 7/6/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 6, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
89997	07/06/2018	Open			VIVIAN SIMON	\$200.00
	Invoice		Date	Description		Amount
	07012018		07/01/2018	Sunday art & music performance 7/1		\$200.00
89998	07/06/2018	Open			WATCHGUARD VIDEO	\$1,007.17
	Invoice		Date	Description		Amount
	122608		04/16/2018	PD body camera		\$490.51
	118761		02/28/2018	PD body camera		\$516.66
				2211 - ISF - Information Technology		
89999	07/06/2018	Open			WATSONVILLE BLUEPRINT	\$65.72
	Invoice		Date	Description		Amount
	78354		06/21/2018	Slurry seal copies		\$65.72
90000	07/06/2018	Open			ZEP SALES & SERVICE	\$447.85
	Invoice		Date	Description		Amount
	9003499383		06/26/2018	Graffiti remover, auto glass cleaner		\$447.85
90001	07/06/2018	Open			Allan Hancock College	\$115.00
	Invoice		Date	Description		Amount
	S0008281		06/21/2018	POST class for Zamora		\$115.00
90002	07/06/2018	Open			Brittani Gai	\$39.00
	Invoice		Date	Description		Amount
	166129744		06/25/2018	Citation refund		\$39.00
90003	07/06/2018	Open			Cierra Ryczek	\$266.52
	Invoice		Date	Description		Amount
	Ryczek062618		06/26/2018	BIA welcome basket supplies		\$266.52
				1321 - BIA - Capitola Village-Wharf BIA		
90004	07/06/2018	Open			Foxxr Digital Marketing	\$300.00
	Invoice		Date	Description		Amount
	6638		07/02/2018	BIA events calendar plugin		\$300.00
				1321 - BIA - Capitola Village-Wharf BIA		
90005	07/06/2018	Open			Michael Vicari	\$96.00
	Invoice		Date	Description		Amount
	244123496		06/26/2018	Citation refund		\$96.00
90006	07/06/2018	Open			Santa Rosa Junior College/Accounting	\$35.25
	Invoice		Date	Description		Amount
	AR18-02329		06/28/2018	Vazquez class enrollment fee		\$35.25

Type Check Totals:

\$305,728.92

Attachment: 7/6/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 6, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
<u>EFT</u>						
630	07/05/2018	Open			CalPERS Health Insurance	\$58,534.35
	Invoice		Date	Description		Amount
	1001109147		07/05/2018	July health insurance		\$58,534.35
				1000 - General Fund	\$2,354.13	
				1001 - Payroll Payables	\$56,180.22	
Type EFT Totals:						\$58,534.35

CITY - Main City Totals	Count:	Total:
Checks	56	\$305,728.92
EFTs	1	\$58,534.35
All	57	\$364,263.27
WELLS - Payroll Totals		
Checks	12	\$11,504.35
EFTs	118	\$184,216.38
All	130	\$195,720.73
Grand Totals		
Checks	68	\$317,233.27
EFTs	119	\$242,750.73
All	187	\$559,984.00

Attachment: 7/6/18 City Check Register (Approval of City Check Registers)

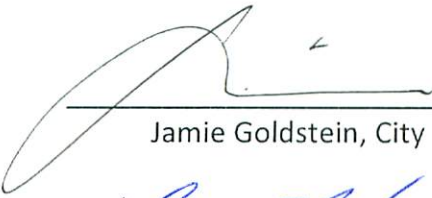
City main account checks dated July 13, 2018, numbered 90007 to 90074, plus 5 EFTs, totaling \$518,847.06, plus 2 library checks totaling \$4,600, for a grand total of \$523,447.06, have been reviewed and authorized for distribution by the City Manager.

As of July 13, 2018, the unaudited cash balance is \$4,394,739.19.

CASH POSITION - CITY OF CAPITOLA 7/13/18

	Net Balance
General Fund	\$343,426.81
Payroll Payables	\$42,878.08
Contingency Reserve Fund	\$2,036,345.66
Facilities Reserve Fund	\$418,040.63
Capital Improvement Fund	\$1,134,987.80
Stores Fund	\$32,544.53
Information Technology Fund	\$131,005.37
Equipment Replacement	\$146,868.59
Self-Insurance Liability Fund	\$8.67
Workers' Comp. Ins. Fund	\$131,641.79
Compensated Absences Fund	(\$23,008.74)
TOTAL UNASSIGNED GENERAL FUNDS	\$4,394,739.19

The Emergency Reserve Fund balance is \$1,344,205.54 (not included above).
The PERS Contingency Fund balance is \$815,408.56 (not included above).
The Library Fund balance is \$2,210,088.14 (not included above).



Jamie Goldstein, City Manager

7/13/18

Date



Peter Wilk, City Treasurer

7/23/18

Date

Attachment: 7/13/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 13, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90007	07/13/2018	Open			ORCHARD SUPPLY HARDWARE	\$1,919.11
	Invoice		Date	Description		Amount
	046866		06/01/2018	Recreation center supplies		\$31.52
	046813		06/01/2018	Sandpaper, utility knife, cutoff blade, pencils		\$46.60
	058792		06/02/2018	Caution tape		\$62.09
	059020		06/03/2018	Graffiti supplies		\$18.18
	030207		06/05/2018	Hardware		\$20.90
	028550		06/05/2018	Max axess		\$62.12
	138141		06/05/2018	Return - volleyball hardware		(\$124.62)
	047828		06/05/2018	Cable tie, duct tape		\$31.04
	150771		06/06/2018	Rubber straps, bucket - bandstand		\$71.09
	150855		06/07/2018	USB cable, broom		\$27.94
	028995		06/07/2018	Level, string line, tape measure, concrete		\$65.14
	029029		06/07/2018	Socket, bolts, adapter, bit		\$33.28
	048207		06/07/2018	Groundcover bark		\$20.67
	048354		06/08/2018	Hardware, painting supplies		\$46.37
	031797		06/12/2018	Safety vests, padlocks		\$98.30
	032491		06/15/2018	Hardware		\$53.45
	047932		06/06/2018	Wood screws - ADA ramp		\$30.02
	020101		06/11/2018	Cut off blades		\$20.66
	031809		06/12/2018	Graffiti supplies		\$9.50
	151588		06/13/2018	Pencils, sharpies, tape measure		\$28.95
	151610		06/13/2018	Lag screws		\$11.55
	020661		06/13/2018	Rakes, gloves, shovel		\$89.26
	152123		06/15/2018	Vest, bolts		\$24.91
	150861		06/07/2018	Pipe		\$38.30
	029021		06/07/2018	Punch & chisel, chisel, ballpein hammer, pipe		\$106.61
	033645		06/20/2018	Gang cover		\$8.27
	022112		06/18/2018	Septonic		\$19.96
	022712		06/20/2018	Carriage bolts, hex nuts, bearing plate		\$13.53
	022746		06/20/2018	Lock nuts, tape measure, wrenches		\$62.08
	033709		06/20/2018	Rope cleats		\$7.00
	023013		06/21/2018	Drill bits		\$22.77
	023030		06/21/2018	Pipe, hooks, rings		\$32.00
	023078		06/21/2018	Drill bits, hammer, punch set		\$147.50
	050846		06/25/2018	Pulley, spring snap, quick links		\$13.12
	024333		06/25/2018	Ratcheting straps		\$41.41
	153769		06/26/2018	Painting supplies, lock nuts		\$61.53
	024695		06/26/2018	Shut off couplings, nozzle		\$25.85
	024713		06/26/2018	Painting supplies		\$23.64
	021051		06/14/2018	Drill bits and duct tape		\$43.47
	035013		06/26/2018	Batteries		\$49.65
	035208		06/27/2018	Hardware - signs		\$3.44
	041671		06/27/2018	Duct tape and sharpie		\$11.89
	041815		06/28/2018	Painting supplies		\$30.66

Attachment: 7/13/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 13, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90007	(continued)				ORCHARD SUPPLY HARDWARE (continued)	
	025157		06/28/2018	Locktite and washers		\$8.16
	025262		06/28/2018	Potting soil		\$27.93
	154157		06/29/2018	Swivels, multitool, and screws		\$57.94
	153234		06/22/2018	Angle brush, sprayer		\$16.03
	025483		06/29/2018	Cable ties, staples, tape		\$58.95
	022713		06/20/2018	Steel plate tread		\$87.06
	153258		06/22/2018	Lifeguard supplies		\$20.69
	048192		06/07/2018	Painting supplies - handicap ramp		\$43.43
	150721		06/06/2018	Bolts, hex nut		\$42.84
	050416		06/20/2018	Rope		\$14.48
				1000 - General Fund	\$1,771.77	
				1311 - Wharf	\$147.34	
90008	07/13/2018	Open			ADT SECURITY SERVICES INC.	\$199.97
	Invoice		Date	Description		Amount
	ADT62918		06/29/2018	ADT services Corp yard & museum		\$199.97
90009	07/13/2018	Open			ALVAREZ TECHNOLOGY GROUP INC	\$7,335.00
	Invoice		Date	Description		Amount
	47266		07/03/2018	August IT services, anti-virus software		\$7,335.00
				2211 - ISF - Information Technology		
90010	07/13/2018	Open			AT&T/CALNET 3	\$1,351.22
	Invoice		Date	Description		Amount
	000011495116		06/13/2018	Monthly telephone service & T-1 access		\$1,351.22
				1000 - General Fund	\$1,051.59	
				2211 - ISF - Info Tech	\$299.63	
90011	07/13/2018	Open			AT&T/CALNET 3	\$2,453.87
	Invoice		Date	Description		Amount
	000011495784		06/13/2018	June T-1 line		\$2,453.87
90012	07/13/2018	Open			AUTOMATION TEST ASSOCIATES	\$40.00
	Invoice		Date	Description		Amount
	46299		06/22/2018	June wharf meter reading		\$40.00
				1311 - Wharf		
90013	07/13/2018	Open			CA DEPARTMENT OF CONSERVATION	\$612.75
	Invoice		Date	Description		Amount
	CDC06302018		06/30/2018	April-June strong motion instrumentation & seismic hazard fee		\$612.75

Attachment: 7/13/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 13, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90014	07/13/2018	Open			CA DEPARTMENT OF JUSTICE	\$1,088.00
	Invoice		Date	Description		Amount
	312721		06/30/2018	Recreation seasonal staff fingerprinting		\$1,088.00
90015	07/13/2018	Open			CALE AMERICA INC.	\$1,829.00
	Invoice		Date	Description		Amount
	150164		06/30/2018	June paystation fees		\$1,829.00
90016	07/13/2018	Open			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,598.75
	Invoice		Date	Description		Amount
	POA070618		07/09/2018	POA & gym dues PPE 6/30/18		\$1,598.75
				1001 - Payroll Payables		
90017	07/13/2018	Open			CATTO'S GRAPHICS INC.	\$174.40
	Invoice		Date	Description		Amount
	25617		07/02/2018	Twilight concert banner with wind slits		\$174.40
90018	07/13/2018	Open			CLEAN BUILDING MAINTENANCE CO.	\$3,719.13
	Invoice		Date	Description		Amount
	20122		06/30/2018	June janitorial services		\$3,719.13
				1000 - General Fund	\$3,453.63	
				1311 - Wharf	\$265.50	
90019	07/13/2018	Open			COMMUNITY ACTION BOARD	\$669.33
	Invoice		Date	Description		Amount
	CAB061318		06/13/2018	April program admin. & rent assistance		\$669.33
				5552 - Cap Hsg Succ- Program Income		
90020	07/13/2018	Open			CRYSTAL SPRINGS WATER CO.	\$228.00
	Invoice		Date	Description		Amount
	CSW062018		06/30/2018	June drinking water		\$228.00
90021	07/13/2018	Open			CVS PHARMACY INC.	\$66.53
	Invoice		Date	Description		Amount
	1412		07/10/2018	Camp Capitola supplies		\$66.53
90022	07/13/2018	Open			DON CARUTH	\$1,000.00
	Invoice		Date	Description		Amount
	071818		07/09/2018	Twilight concert performance 7/18		\$1,000.00
90023	07/13/2018	Open			eFolder Inc.	\$250.00
	Invoice		Date	Description		Amount
	INV00146556		06/30/2018	June record storage fee		\$125.00
	INV00143281		05/31/2018	May record storage fee		\$125.00
				2211 - ISF - Information Technology		

Attachment: 7/13/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 13, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90024	07/13/2018	Open			FAMILY CYCLING CENTER	\$8,758.48
	Invoice		Date	Description		Amount
	613243		07/03/2018	Two PD bikes (BSCC grant)		\$8,758.48
90025	07/13/2018	Open			FIRST SECURITY	\$325.50
	Invoice		Date	Description		Amount
	562285		06/22/2018	McGregor park foot patrol		\$325.50
90026	07/13/2018	Open			FLYERS ENERGY LLC	\$759.44
	Invoice		Date	Description		Amount
	18-721667		07/05/2018	55 gallons oil		\$759.44
90027	07/13/2018	Open			FRANK PERRY	\$523.40
	Invoice		Date	Description		Amount
	PERRY071118		06/30/2018	Museum supplies reimbursement		\$523.40
90028	07/13/2018	Open			GARDAWORLD	\$197.69
	Invoice		Date	Description		Amount
	20251835		08/31/2017	Armored car excessive time 8/17/17		\$3.95
	10409419		07/01/2018	July armored car service		\$193.74
90029	07/13/2018	Open			GUILLERMO E. VAZQUEZ	\$314.49
	Invoice		Date	Description		Amount
	06292018		06/29/2018	FTO school reimbursement		\$314.49
90030	07/13/2018	Open			H. BARBER & SONS INC.	\$104.69
	Invoice		Date	Description		Amount
	BL32578		06/26/2018	Auto parts		\$104.69
90031	07/13/2018	Open			HUMBOLDT PETROLEUM LLC	\$6.50
	Invoice		Date	Description		Amount
	087583		06/30/2018	PD car wash		\$6.50
90032	07/13/2018	Open			ICMA RETIREMENT TRUST 457	\$5,774.90
	Invoice		Date	Description		Amount
	41643904		07/09/2018	Employee 457 contributions PPE 6/30/18 1001 - Payroll Payables		\$5,774.90
90033	07/13/2018	Open			INTERNATIONAL BRONZE PLAQUE COMPANY	\$139.00
	Invoice		Date	Description		Amount
	18-49679		06/28/2018	Bronze plaque		\$139.00
90034	07/13/2018	Open			INTERSTATE ALL BATTERY CENTER	\$25.72
	Invoice		Date	Description		Amount
	1905501023407		06/29/2018	Lithium batteries (8)		\$25.72

Attachment: 7/13/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 13, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90035	07/13/2018	Open			iWorQ Systems Inc.	\$3,875.00
	Invoice		Date	Description		Amount
	10333		06/01/2018	FY18-19 community development package 1317 - Technology Fee Fund		\$3,875.00
90036	07/13/2018	Open			JAMIE GOLDSTEIN	\$82.89
	Invoice		Date	Description		Amount
	06202018		06/20/2018	Arbitration mileage reimbursement		\$82.89
90037	07/13/2018	Open			KBA Docusys Inc.	\$619.86
	Invoice		Date	Description		Amount
	INV683229		07/02/2018	Copier usage charges		\$472.56
	INV683228		07/02/2018	Copier usage charges		\$125.68
	INV677606		06/14/2018	Copier usage charges		\$21.62
				1000 - General Fund	\$25.00	
				2211 - ISF - Info Tech	\$594.86	
90038	07/13/2018	Open			MASTER CLEANERS	\$1,361.94
	Invoice		Date	Description		Amount
	MC062018		06/30/2018	June uniform cleaning		\$1,361.94
90039	07/13/2018	Open			MBS BUSINESS SYSTEMS	\$761.63
	Invoice		Date	Description		Amount
	336320		06/30/2018	Copier usage charges		\$761.63
90040	07/13/2018	Open			MID COUNTY AUTO SUPPLY	\$1,299.72
	Invoice		Date	Description		Amount
	79608		06/12/2018	Battery		\$3.05
	79661		06/12/2018	Engine brite, parts		\$75.72
	78737		06/04/2018	Air filters		\$20.46
	79161		06/07/2018	Starter core return credit		(\$65.40)
	79077		06/06/2018	Ford F250 starter		\$225.04
	79491		06/11/2018	Shop towels		\$20.99
	80544		06/20/2018	Battery		\$304.85
	80627		06/21/2018	Batteries		\$607.70
	80246		06/18/2018	Battery		\$102.41
	81891		07/03/2018	Battery		\$4.90

Attachment: 7/13/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 13, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90041	07/13/2018	Open			MISSION LINEN SUPPLY	\$963.10
	Invoice		Date	Description		Amount
	507510255		06/04/2018	Recreation mats and mops		\$72.71
	507527092		06/06/2018	Linen service		\$121.42
	507576310		06/13/2018	Shop towels & uniform cleaning		\$40.67
	507576311		06/13/2018	Linen service		\$95.44
	507527091		06/06/2018	Shop towels and uniform cleaning		\$60.27
	507497169		06/06/2018	Uniform cleaning		\$27.00
	507604963		06/18/2018	Recreation mops and mats		\$72.71
	507623526		06/20/2018	Linen service, mats, towels		\$121.42
	507679805		06/27/2018	Linen service		\$99.31
	507659479		06/25/2018	PD mats		\$51.57
	507604516		06/20/2018	Fleet coveralls		\$27.00
	507623525		06/20/2018	Shop towels, uniform cleaning		\$40.67
	507679804		06/27/2018	Shop towels, uniform cleaning		\$40.67
	507359622		05/14/2018	PD mat service		\$51.57
	507725879		07/04/2018	Shop towels, uniform cleaning		\$40.67
90042	07/13/2018	Open			MONTEREY BAY AREA SELF INSURANCE AUTH	\$294,896.10
	Invoice		Date	Description		Amount
	180701-1		07/09/2018	FY18/19 insurance		\$294,896.10
				2213 - ISF - Self-Insurance	\$194,896.10	
				2214 - ISF - Workers Comp	\$100,000.00	
90043	07/13/2018	Open			MONTEREY BAY AREA SELF INSURANCE AUTH	\$397.87
	Invoice		Date	Description		Amount
	MBA17-0830-4		06/27/2018	Claim #MBA17-0830		\$397.87
				2213 - ISF - Self-Insurance Liability		
90044	07/13/2018	Open			MONTEREY BAY AREA SELF INSURANCE AUTH	\$61.70
	Invoice		Date	Description		Amount
	MBA17-0811-4		06/27/2018	Claim #MBA17-0811		\$61.70
				2213 - ISF - Self-Insurance Liability		
90045	07/13/2018	Open			MONTEREY BAY AREA SELF INSURANCE AUTH	\$102.20
	Invoice		Date	Description		Amount
	MBA17-0811-3		06/27/2018	Claim #MBA17-0811		\$102.20
				2213 - ISF - Self-Insurance Liability		
90046	07/13/2018	Open			MONTEREY BAY AREA SELF INSURANCE AUTH	\$212.80
	Invoice		Date	Description		Amount
	MBA17-0811-2		06/27/2018	Claim #MBA17-0811		\$212.80
				2213 - ISF - Self-Insurance Liability		

Attachment: 7/13/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 13, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90047	07/13/2018	Open			MONTEREY BAY AREA SELF INSURANCE AUTH	\$317.07
	Invoice		Date	Description		Amount
	MBA15-0809A-6		06/27/2018	Claim #MBA15-0809A		\$317.07
				2213 - ISF - Self-Insurance Liability		
90048	07/13/2018	Open			MONTEREY BAY AREA SELF INSURANCE AUTH	\$157.10
	Invoice		Date	Description		Amount
	MBA15-0809A-5		06/27/2018	Claim #MBA15-0809A		\$157.10
				2213 - ISF - Self-Insurance Liability		
90049	07/13/2018	Open			NORTH BAY FORD	\$15.67
	Invoice		Date	Description		Amount
	267395		07/05/2018	2014 Explorer clip, screw		\$15.67
90050	07/13/2018	Open			PACIFIC MONARCH	\$15,700.00
	Invoice		Date	Description		Amount
	49779		07/05/2018	Jr. guards bus transportation to regionals		\$15,700.00
90051	07/13/2018	Open			PALACE OFFICE SUPPLIES	\$65.13
	Invoice		Date	Description		Amount
	486633-0		07/05/2018	Office supplies		\$32.49
	9512052-0		07/09/2018	Jr. guard supplies		\$10.88
	487083-0		07/11/2018	Paper		\$21.76
				1000 - General Fund	\$43.37	
				2210 - ISF - Stores Fund	\$21.76	
90052	07/13/2018	Open			PLATINUM TINTING	\$240.00
	Invoice		Date	Description		Amount
	998784		07/09/2018	2017 Toyota Highlander window tint		\$240.00
90053	07/13/2018	Open			SANTA CLARA COUNTY OFFICE OF THE SHERIFF	\$302.11
	Invoice		Date	Description		Amount
	1800063449		07/03/2018	2017 COPLINK info. sharing system		\$302.11
90054	07/13/2018	Open			SANTA CRUZ COUNTY ANIMAL SHELTER	\$21,444.40
	Invoice		Date	Description		Amount
	18/19-1CA		07/06/2018	FY18/19 animal services 1st payment		\$21,444.40
90055	07/13/2018	Open			SANTA CRUZ COUNTY HEALTH SERVICES	\$338.00
	Invoice		Date	Description		Amount
	SCCHSA062918		06/29/2018	April 2017 - April 2018 blood alcohol testing		\$338.00
90056	07/13/2018	Open			SANTA CRUZ COUNTY INFORMATION SERVICES	\$633.68
	Invoice		Date	Description		Amount
	SCCISD070318		07/03/2018	July open query service		\$633.68

Attachment: 7/13/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 13, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90057	07/13/2018	Open			SANTA CRUZ COUNTY SHERIFF	\$6,683.00
	Invoice		Date	Description		Amount
	SCC070118		07/01/2018	FY 18/19 SART program		\$6,683.00
90058	07/13/2018	Open			SANTA CRUZ LIVE SCAN INC	\$930.00
	Invoice		Date	Description		Amount
	21357		06/30/2018	Live scan fees		\$930.00
90059	07/13/2018	Open			SANTA CRUZ MUNICIPAL UTILITIES	\$106.02
	Invoice		Date	Description		Amount
	SCMU062818		06/28/2018	Monthly water service for medians		\$106.02
90060	07/13/2018	Open			SANTA CRUZ SENTINEL	\$1,266.00
	Invoice		Date	Description		Amount
	0001132965		06/30/2018	June public notices, slurry seal bid ad		\$1,266.00
				1000 - General Fund	\$905.60	
				1321 - BIA -Capitola Village-Wharf	\$360.40	
90061	07/13/2018	Open			SCOTT STOBBE	\$400.00
	Invoice		Date	Description		Amount
	071518		07/13/2018	Sunday music performance 7/15		\$400.00
90062	07/13/2018	Open			SLOAN SAKAI YEUNG AND WONG LLP	\$5,913.14
	Invoice		Date	Description		Amount
	38256		06/30/2018	Labor negotiations		\$5,913.14
90063	07/13/2018	Open			SOQUEL CREEK WATER DISTRICT	\$16,860.97
	Invoice		Date	Description		Amount
	SCWD063018		06/30/2018	Monthly water usage and irrigation fees		\$16,860.97
				1000 - General Fund	\$16,137.67	
				1311 - Wharf	\$723.30	
90064	07/13/2018	Open			SPECTRUM BUSINESS	\$3,691.16
	Invoice		Date	Description		Amount
	0000178061918		06/19/2018	June internet service		\$3,691.16
				1000 - General Fund	\$1,381.43	
				2211 - ISF - Info Tech	\$2,309.73	
90065	07/13/2018	Open			SPORT ABOUT GRAPHICS	\$70.00
	Invoice		Date	Description		Amount
	7731		06/29/2018	Camp Capitola shirts		\$70.00
90066	07/13/2018	Open			SPRINT	\$3,043.93
	Invoice		Date	Description		Amount
	788070596-011		06/29/2018	June cell phone charges		\$3,043.93

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City Checks Issued July 13, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90067	07/13/2018	Open			STAPLES ADVANTAGE	\$54.71
	Invoice		Date	Description		Amount
	8050377867		06/23/2018	Office supplies		\$54.71
90068	07/13/2018	Open			SUMMIT UNIFORMS	\$2,929.00
	Invoice		Date	Description		Amount
	51047		06/14/2018	Uniform item for Vazquez		\$38.24
	51256		06/27/2018	Sloma TOC vest		\$272.03
	51255		06/27/2018	Sloma vest		\$872.91
	51253		06/27/2018	Mendoza vest		\$872.91
	51254		06/27/2018	Sandretti vest		\$872.91
90069	07/13/2018	Open			T MOBILE	\$492.78
	Invoice		Date	Description		Amount
	20180620		06/20/2018	Monthly cell phone usage		\$492.78
90070	07/13/2018	Open			THELMA FREEMAN	\$75.00
	Invoice		Date	Description		Amount
	0287		06/30/2018	Thank you sponsor banner		\$75.00
90071	07/13/2018	Open			TRANSPORTATION ALLIANCE BANK INC.	\$159.67
	Invoice		Date	Description		Amount
	643407		04/13/2018	Sweeper solenoid switch 1310 - Gas Tax		\$159.67
90072	07/13/2018	Open			US BANK PARS	\$3,808.87
	Invoice		Date	Description		Amount
	PARS070618		07/09/2018	PARS contributions PPE 6/30/18 1001 - Payroll Payables		\$3,808.87
90073	07/13/2018	Open			VISION COMMUNICATIONS CO	\$1,034.04
	Invoice		Date	Description		Amount
	0727805-IN		07/06/2018	Police radio channel module 2212 - ISF - Equipment Replacement		\$1,034.04
90074	07/13/2018	Open			Santa Cruz County Farm Bureau	\$100.00
	Invoice		Date	Description		Amount
	3028		07/03/2018	Farm Bureau annual meeting for M. Termini		\$100.00
Type Check Totals:						\$432,931.13

Attachment: 7/13/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 13, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
<u>EFT</u>						
631	07/10/2018	Open			STATE DISBURSEMENT UNIT	\$1,232.76
	Invoice		Date	Description		Amount
	M6S97F76657		07/10/2018	Employee garnishments PPE 6/30/18 1001 - Payroll Payables		\$1,232.76
632	07/10/2018	Open			CalPERS Member Services Division	\$47,239.36
	Invoice		Date	Description		Amount
	1001112819-22		07/10/2018	PERS contributions PPE 6/30/18 1000 - General Fund (\$0.17) 1001 - Payroll Payables \$47,239.53		\$47,239.36
633	07/10/2018	Open			INTERNAL REVENUE SERVICE	\$29,039.74
	Invoice		Date	Description		Amount
	64050129		07/10/2018	Federal taxes & Medicare PPE 6/30/18 1001 - Payroll Payables		\$29,039.74
634	07/10/2018	Open			EMPLOYMENT DEVELOPMENT DEPT	\$7,780.02
	Invoice		Date	Description		Amount
	1-260-482-112		07/10/2018	State taxes PPE 6/30/2018 1001 - Payroll Payables		\$7,780.02
635	07/11/2018	Open			WELLS FARGO BANK	\$624.05
	Invoice		Date	Description		Amount
	WF071118		07/11/2018	July client analysis charges		\$624.05
Type EFT Totals:						\$85,915.93
Library - Library						
<u>Check</u>						
72	07/13/2018	Open			BOGARD CONSTRUCTION INC	\$4,240.00
	Invoice		Date	Description		Amount
	160707-22		06/24/2018	Library project management services 1360 - Library Fund		\$4,240.00
73	07/13/2018	Open			JAMES P ALLEN	\$360.00
	Invoice		Date	Description		Amount
	062918		06/29/2018	Library arborist consulting 1360 - Library Fund		\$360.00
Type Check Totals:						\$4,600.00

Attachment: 7/13/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 13, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
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CITY - Main City Totals				Counts:	Totals:
Checks				68	\$432,931.13
EFTs				5	\$85,915.93
All				73	\$518,847.06
Library - Library Totals					
Checks				2	\$4,600.00
EFTs				0	\$0.00
All				2	\$4,600.00
Grand Totals					
Checks				70	\$437,531.13
EFTs				5	\$85,915.93
All				75	\$523,447.06

Attachment: 7/13/18 City Check Register (Approval of City Check Registers)

City main account checks dated July 20, 2018, numbered 90075 to 90143, totaling \$201,518.84, plus 15 Payroll account checks and 115 EFTs, totaling \$233,488.61, for a grand total of \$435,007.45, have been reviewed and authorized for distribution by the City Manager.

As of July 20, 2018, the unaudited cash balance is \$4,040,455.70.

CASH POSITION - CITY OF CAPITOLA 7/20/18

	Net Balance
General Fund	(\$155,510.05)
Payroll Payables	\$189,255.82
Contingency Reserve Fund	\$2,036,345.66
Facilities Reserve Fund	\$416,348.63
Capital Improvement Fund	\$1,134,937.80
Stores Fund	\$32,002.13
Information Technology Fund	\$130,769.22
Equipment Replacement	\$147,664.77
Self-Insurance Liability Fund	\$8.67
Workers' Comp. Ins. Fund	\$131,641.79
Compensated Absences Fund	(\$23,008.74)
TOTAL UNASSIGNED GENERAL FUNDS	\$4,040,455.70

The Emergency Reserve Fund balance is \$1,344,205.54 (not included above).
The PERS Contingency Fund balance is \$815,408.56 (not included above).
The Library Fund balance is \$2,210,088.14 (not included above).



Jamie Goldstein, City Manager

7/20/18
Date



Peter Wilk, City Treasurer

7/23/18
Date

Attachment: 7/20/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 20, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90075	07/20/2018	Open			4LEAF INC.	\$12,690.00
	Invoice		Date	Description		Amount
	J3604H		07/09/2018	June interim building official		\$12,690.00
90076	07/20/2018	Open			A TOOL SHED	\$900.00
	Invoice		Date	Description		Amount
	1269636-5		07/05/2018	Light tower rentals 4th of July		\$900.00
90077	07/20/2018	Open			ADRIENNE HARRELL	\$655.20
	Invoice		Date	Description		Amount
	Harrell071718		07/17/2018	Summer 2 Instructor Payments 2018		\$655.20
90078	07/20/2018	Open			ALLSAFE LOCK COMPANY	\$45.00
	Invoice		Date	Description		Amount
	50633		06/13/2018	Lube and check lock		\$45.00
90079	07/20/2018	Open			ASTRO EVENTS OF SAN JOSE	\$525.00
	Invoice		Date	Description		Amount
	M-306-2		07/02/2018	Obstacle course and astro jump for camp carnival		\$525.00
90080	07/20/2018	Open			AT&T	\$9.17
	Invoice		Date	Description		Amount
	ATT070118		07/01/2018	July long distance charges		\$9.17
				1000 - General Fund	\$4.50	
				2211 - ISF - Information Tech	\$4.67	
90081	07/20/2018	Open			ATCHISON BARISONE CONDOTTI & KOVACEVICH	\$71,799.13
	Invoice		Date	Description		Amount
	ABCK062018		06/30/2018	June legal services		\$71,799.13
90082	07/20/2018	Open			AVENU MUNISERVICES	\$164.83
	Invoice		Date	Description		Amount
	INV06-003342		07/16/2018	Sales tax auditing services		\$164.83
90083	07/20/2018	Open			B & B SMALL ENGINE REPAIR	\$412.25
	Invoice		Date	Description		Amount
	400808		07/03/2018	Trimmer repair		\$412.25
90084	07/20/2018	Open			BIG CREEK LUMBER	\$100.71
	Invoice		Date	Description		Amount
	982637		07/03/2018	Wood for memorial benches		\$100.71

Attachment: 7/20/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 20, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90085	07/20/2018	Open			BILL TASHNICK	\$33.00
	Invoice		Date	Description		Amount
	Tashnick071318		07/13/2018	Softball Officials 7/2 - 7/13/18		\$33.00
90086	07/20/2018	Open			BIOBAG AMERICAS INC.	\$3,108.97
	Invoice		Date	Description		Amount
	457568		06/27/2018	Dog waste bags		\$3,108.97
90087	07/20/2018	Open			BRINKS AWARDS & SIGNS	\$804.42
	Invoice		Date	Description		Amount
	82032		07/12/2018	Jr. guards plaques & trophies		\$804.42
90088	07/20/2018	Open			CAROLYN FLYNN	\$600.00
	Invoice		Date	Description		Amount
	CBF-06-2018		06/30/2018	June affordable housing admin.		\$600.00
90089	07/20/2018	Open			CENTRAL HOME SUPPLY	\$82.35
	Invoice		Date	Description		Amount
	115323-1		07/12/2018	Topsoil		\$82.35
90090	07/20/2018	Open			CHARMAINE MONIZ	\$59.80
	Invoice		Date	Description		Amount
	Moniz071718		07/17/2018	Summer 2 Instructor Payments 2018		\$59.80
90091	07/20/2018	Open			CLASSIFIED SOUND	\$750.00
	Invoice		Date	Description		Amount
	180718-25-0829		05/28/2018	Twilight concert band PA system 7/18		\$750.00
90092	07/20/2018	Open			CLAUDIO FRANCA	\$364.00
	Invoice		Date	Description		Amount
	Franca071718		07/17/2018	Summer 2 Instructor Payments 2018		\$364.00
90093	07/20/2018	Open			COVELLO & COVELLO PHOTOGRAPHY	\$1,417.00
	Invoice		Date	Description		Amount
	6504		07/11/2018	Jr. guards session 1 photos		\$1,417.00
90094	07/20/2018	Open			CPS	\$393.80
	Invoice		Date	Description		Amount
	SOP46833		06/28/2018	Entry level law enforcement exam		\$393.80
90095	07/20/2018	Open			Division of the State Architect	\$28.40
	Invoice		Date	Description		Amount
	DSA063018		06/30/2018	Quarterly disability access & education fee		\$28.40

Attachment: 7/20/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 20, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90096	07/20/2018	Open			ESTELLE DRINKHAUS	\$134.55
	Invoice		Date	Description		Amount
	Drinkhaus071718		07/17/2018	Summer 2 Instructor Payments 2018		\$134.55
90097	07/20/2018	Open			EXTRA LARGE	\$1,000.00
	Invoice		Date	Description		Amount
	07252018		05/10/2018	Twilight concert 7/25/18		\$1,000.00
90098	07/20/2018	Open			FERGUSON ENTERPRISES INC.	\$151.80
	Invoice		Date	Description		Amount
	6098119		06/27/2018	Plumbing supplies		\$151.80
90099	07/20/2018	Open			FLYERS ENERGY LLC	\$2,222.96
	Invoice		Date	Description		Amount
	18-723029		07/06/2018	495 gallons of gasoline		\$1,866.26
	18-723108		07/06/2018	94 gallons of diesel		\$356.70
90100	07/20/2018	Open			FRED C. BEYERS	\$156.00
	Invoice		Date	Description		Amount
	Beyers071318		07/13/2018	Softball Officials 7/2 - 7/13/18		\$156.00
90101	07/20/2018	Open			GEORGE McMENAMIN	\$1,117.50
	Invoice		Date	Description		Amount
	2018-11		06/30/2018	June 22 - 30 riparian restoration		\$1,117.50
90102	07/20/2018	Open			GINA ENRIQUEZ	\$5,105.10
	Invoice		Date	Description		Amount
	Enriquez071718		07/17/2018	Summer 2 Instructor Payments 2018		\$5,105.10
90103	07/20/2018	Open			H. MARCHESE - PETTY CASH CUSTODIAN	\$501.43
	Invoice		Date	Description		Amount
	PC063018		06/30/2018	Petty cash expenditures		\$501.43
				1000 - General Fund	\$482.45	
				2210 - ISF - Stores Fund	\$18.98	

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City Checks Issued July 20, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90104	07/20/2018	Open			HOME DEPOT CREDIT SERVICES	\$2,594.65
	Invoice		Date	Description		Amount
	0012956		05/18/2018	Clear poly sheeting for flume		\$106.33
	4021208		05/24/2018	Concrete - Flume		\$47.66
	0561725		06/07/2018	Wire pulling gloves		\$21.67
	6010051		06/11/2018	Rope, spring clips, bucket		\$69.82
	5035125		06/12/2018	Saw blades, cutoff disc		\$41.15
	5562460		06/12/2018	Cutoff discs		\$64.72
	1015296		06/06/2018	Wood - ADA ramp, lag screws, cutoff discs		\$199.10
	4024318		06/13/2018	Gloves, knife, cable ties, pliers, marker		\$86.05
	3010410		06/14/2018	Hand pump		\$34.12
	3581979		06/14/2018	Hammer and car charger		\$29.22
	2580731		06/05/2018	Entry Lever		\$21.67
	3590802		06/04/2018	Handle, swivel, 5 gal bucket		\$19.97
	2170129		06/05/2018	Plants, mulch		\$85.22
	2170171		06/05/2018	Mulch		\$23.83
	8030491		06/19/2018	Drill bits		\$33.43
	7020181		06/20/2018	Wood, wood glue		\$8.02
	6010400		06/21/2018	Stain, wood, countersink bit		\$24.69
	5053138		07/02/2018	Cleaning supplies		\$22.63
	6563701		06/21/2018	Extension cords		\$72.60
	1574613		06/26/2018	Cutter, washers, screws		\$28.67
	4031479		07/03/2018	Halogen lights - CPD DUI trailer		\$25.94
	7023090		07/10/2018	Hammer, wood, pencils		\$47.18
	6012721		07/11/2018	Building supplies		\$57.43
	6054533		07/11/2018	Rivets, gloves, towels, drill bits		\$118.15
	6023214		07/11/2018	Building supplies		\$243.72
	5012894		07/12/2018	Shelves - CPD		\$212.68
	5023381		07/12/2018	Anchor stud solver		\$17.27
	1032162		07/16/2018	Rebar		\$33.42
	1042904		07/16/2018	Blower, safety glasses (6)		\$203.85
	5861620		04/23/2018	Landscape supplies		\$108.49
	11741		05/08/2018	General supplies		\$22.34
	7024260		05/11/2018	Paving supplies		\$16.24
	3022943		06/04/2018	Rope cleats, supplies		\$23.61
	34828		06/07/2018	Roller frame, bucket, beach supplies		\$89.28
	5010134		06/12/2018	Drinks		\$6.78
	6023968		06/11/2018	41st plumbing		\$13.81
	6024016		06/11/2018	Sakrete		\$19.33
	8014414		05/30/2018	Wharf supplies		\$182.28
	8020022		06/19/2018	Silicone, spray paint, lag screws, 41st signs supplies		\$62.14
	8020023		06/19/2018	Sakrete		\$19.33
	9023544		06/08/2018	Basin wrench		\$8.65
	9023547		06/08/2018	Lag screws, washer		\$22.16
				1000 - General Fund	\$2,361.36	
				1311 - Wharf	\$233.29	

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City Checks Issued July 20, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90105	07/20/2018	Open			JEANI MITCHELL	\$89.70
	Invoice		Date	Description		Amount
	Mitchell071718		07/17/2018	Summer 2 Instructor Payments 2018		\$89.70
90106	07/20/2018	Open			LABORMAX STAFFING	\$6,267.47
	Invoice		Date	Description		Amount
	26-94729		07/06/2018	Seasonal labor		\$2,999.20
	26-94976		07/13/2018	Seasonal labor		\$3,268.27
90107	07/20/2018	Open			LESLIE FELLOWS	\$300.00
	Invoice		Date	Description		Amount
	071618		07/16/2018	Sunday art & music program coordinator 7/15		\$300.00
90108	07/20/2018	Open			LORRAINE KINNAMON	\$124.80
	Invoice		Date	Description		Amount
	Kinnamon071718		07/17/2018	Summer 2 Instructor Payments 2018		\$124.80
90109	07/20/2018	Open			MADE FRESH CREW	\$4,475.00
	Invoice		Date	Description		Amount
	833		07/12/2018	Skate park mural labor, materials 1315 - Public Art Fee Fund		\$4,475.00
90110	07/20/2018	Open			MADELINE C HORN	\$750.00
	Invoice		Date	Description		Amount
	21		07/11/2018	Museum artifact cataloging & organizing		\$750.00
90111	07/20/2018	Open			MARQUIS BOOTH	\$268.64
	Invoice		Date	Description		Amount
	Booth071318		07/13/2018	Holiday command center food and drinks		\$268.64
90112	07/20/2018	Open			MILLER'S TRANSFER & STORAGE CO.	\$169.85
	Invoice		Date	Description		Amount
	90173		07/10/2018	Monthly record storage & warehouse handling		\$169.85
90113	07/20/2018	Open			MONTEREY BAY AIR RESOURCES DISTRICT	\$4,542.09
	Invoice		Date	Description		Amount
	0001632		07/09/2018	MBARD assessment fees		\$4,542.09
90114	07/20/2018	Open			NANCY HOWELLS	\$196.30
	Invoice		Date	Description		Amount
	Howells071718		07/17/2018	Summer 2 Instructor Payments 2018		\$196.30

Attachment: 7/20/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 20, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90115	07/20/2018	Open			OCEAN HONDA	\$215.52
	Invoice		Date	Description		Amount
	629151		07/09/2018	Civic Hybrid switch assembly		\$215.52
90116	07/20/2018	Open			PACIFIC GAS & ELECTRIC	\$0.34
	Invoice		Date	Description		Amount
	PGE041118-acct0		04/11/2018	Wharf Road Rispin Mansion utilities		(\$29.89)
	PGE051118-ACCT0		05/11/2018	Wharf Road Rispin Mansion utilities		\$9.86
	PGE061218-ACCT0		06/12/2018	Wharf Road Rispin Mansion utilities		\$10.51
	PGE071218-ACCT0		07/12/2018	Rispin Mansion utilities		\$9.86
90117	07/20/2018	Open			PALACE OFFICE SUPPLIES	\$105.79
	Invoice		Date	Description		Amount
	487246-0		07/12/2018	Batteries		\$37.50
	487387-0		07/13/2018	Labels		\$29.12
	9514399-0		07/18/2018	Museum printer ink		\$39.17
				1000 - General Fund	\$39.17	
				2210 - ISF - Stores Fund	\$66.62	
90118	07/20/2018	Open			SANTA CRUZ CORE FITNESS & REHAB	\$39.00
	Invoice		Date	Description		Amount
	SCCFR071718		07/17/2018	Summer 2 Instructor Payments 2018		\$39.00
90119	07/20/2018	Open			SANTA CRUZ COUNTY AUDITOR-CONTROLLER	\$11,590.50
	Invoice		Date	Description		Amount
	SCCAUD062018		06/30/2018	June citation processing		\$11,590.50
90120	07/20/2018	Open			SANTA CRUZ COUNTY CLERK	\$50.00
	Invoice		Date	Description		Amount
	SCCC071918		07/19/2018	Notice of exemption fee for flume/jetty projects		\$50.00
				1200 - Capital Improvement Fund		
90121	07/20/2018	Open			SANTA CRUZ FIRE EQUIPMENT CO.	\$201.14
	Invoice		Date	Description		Amount
	102122		06/08/2018	Semi-annual wharf fire supression service		\$201.14
				1311 - Wharf		
90122	07/20/2018	Open			SARA CLEVINGER	\$160.00
	Invoice		Date	Description		Amount
	4		06/01/2018	June website admin. & consulting		\$160.00
				1321 - BIA - Capitola Village-Wharf BIA		

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City Checks Issued July 20, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90123	07/20/2018	Open			SUPPLYWORKS	\$6,119.12
	Invoice		Date	Description		Amount
	445064264		06/28/2018	Cleaning supplies		\$1,989.29
	445757875		07/05/2018	Cleaning supplies		\$1,834.81
	446862732		07/13/2018	Cleaning supplies		\$2,295.02
90124	07/20/2018	Open			U.S. BANK EQUIPMENT FINANCE	\$481.80
	Invoice		Date	Description		Amount
	361278690		07/03/2018	Copier leases		\$481.80
				1000 - General Fund	\$25.00	
				2210 - ISF - Stores Fund	\$456.80	
90125	07/20/2018	Open			U.S. BANK EQUIPMENT FINANCE	\$288.85
	Invoice		Date	Description		Amount
	361278740		07/03/2018	PD copier lease		\$288.85
90126	07/20/2018	Open			U.S. BANK EQUIPMENT FINANCE	\$103.56
	Invoice		Date	Description		Amount
	361278674		07/03/2018	Recreation copier lease		\$103.56
90127	07/20/2018	Open			UNITED STATES POSTAL SERVICE	\$1,040.00
	Invoice		Date	Description		Amount
	USPS-CMS4090		07/16/2018	Bulk permit #7013 postage for newsletter		\$1,040.00
90128	07/20/2018	Open			VISIT SANTA CRUZ COUNTY	\$50,573.56
	Invoice		Date	Description		Amount
	VSCC062018		06/30/2018	April - June TMD		\$50,573.56
90129	07/20/2018	Open			WELLS FARGO BANK	\$3,997.29
	Invoice		Date	Description		Amount
	WF062018		07/03/2018	June credit card purchases		\$3,997.29
				Purchases over \$500 threshold:		
				Zoning map framing	\$554.41	
				Desk	\$866.00	
				Hydraulic cylinders	\$863.05	
				Desk	\$826.00	
				1000 - General Fund	\$2,315.58	
				1025 - Facilities Reserve Fund	\$1,692.00	
				1313 - General Plan Maint	\$554.41	
				2211 - ISF - Information Tech	\$231.48	
				2212 - ISF - Equipment Replace	(\$796.18)	

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City Checks Issued July 20, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90130	07/20/2018	Open			WESTERN EXTERMINATOR COMPANY	\$121.00
	Invoice		Date	Description		Amount
	6165897		06/30/2018	City Hall - rodent control		\$60.50
	6165898		06/30/2018	Turnouts - rodent control		\$60.50
90131	07/20/2018	Open			YOSHIE MORRISSEY	\$292.50
	Invoice		Date	Description		Amount
	Morrissey071718		07/17/2018	Summer 2 Instructor Payments 2018		\$292.50
90132	07/20/2018	Open			Allyson Kosek	\$112.00
	Invoice		Date	Description		Amount
	Kosek071318		07/13/2018	Camp Capitola Junior Leader 6/25-7/13/18		\$112.00
90133	07/20/2018	Open			Casey Savadkohi	\$72.00
	Invoice		Date	Description		Amount
	Savadkohi071318		07/13/2018	Camp Capitola Junior Leader 6/25-7/13/18		\$72.00
90134	07/20/2018	Open			Danny Sanchez	\$108.00
	Invoice		Date	Description		Amount
	Sanchez071318		07/13/2018	Camp Capitola Junior Leader 6/25-7/13/18		\$108.00
90135	07/20/2018	Open			Julian Kamos	\$112.00
	Invoice		Date	Description		Amount
	Kamos071318		07/13/2018	Camp Capitola Junior Leader 6/25-7/13/18		\$112.00
90136	07/20/2018	Open			Kendal Wilson	\$104.00
	Invoice		Date	Description		Amount
	Wilson071318		07/13/2018	Camp Capitola Junior Leader 6/25-7/13/18		\$104.00
90137	07/20/2018	Open			Kerem Yazgan	\$32.00
	Invoice		Date	Description		Amount
	Yazgan071318		07/13/2018	Camp Capitola Junior Leader 6/25-7/13/18		\$32.00
90138	07/20/2018	Open			Lucas Rawles	\$112.00
	Invoice		Date	Description		Amount
	Rawles071318		07/13/2018	Camp Capitola Junior Leader 6/25-7/13/18		\$112.00
90139	07/20/2018	Open			Marlena Deleeuw	\$40.00
	Invoice		Date	Description		Amount
	Deleeuw071318		07/13/2018	Camp Capitola Junior Leader 6/25-7/13/18		\$40.00
90140	07/20/2018	Open			Morgan Michelson	\$80.00
	Invoice		Date	Description		Amount
	Michelson071318		07/13/2018	Camp Capitola Junior Leader 6/25-7/13/18		\$80.00

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City Checks Issued July 20, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90141	07/20/2018	Open			Sascha McCauly	\$88.00
	Invoice		Date	Description		Amount
	McCauly071318		07/13/2018	Camp Capitola Junior Leader 6/25-7/13/18		\$88.00
90142	07/20/2018	Open			Tate McGinty	\$56.00
	Invoice		Date	Description		Amount
	McGinty071318		07/13/2018	Camp Capitola Junior Leader 6/25-7/13/18		\$56.00
90143	07/20/2018	Open			Tess Ortiz	\$112.00
	Invoice		Date	Description		Amount
	Ortiz071318		07/13/2018	Camp Capitola Junior Leader 6/25-7/13/18		\$112.00
Type Check Totals:						\$201,518.84

	Counts:	Totals:
CITY - Main City Totals		
Checks	69	\$201,518.84
EFTs	0	\$0.00
All	69	\$201,518.84
WELLS - Payroll Totals		
Checks	15	\$13,028.81
EFTs	115	\$220,459.80
All	130	\$233,488.61
Grand Totals:		
Checks	84	\$214,547.65
EFTs	115	\$220,459.80
All	199	\$435,007.45

Attachment: 7/20/18 City Check Register (Approval of City Check Registers)


City main account checks dated July 27, 2018, numbered 90144 to 90204 and 6 EFTs, totaling \$1,437,235.21, plus 1 Library account check, totaling \$34,561.02, for a grand total of \$1,471,796.23, have been reviewed and authorized for distribution by the City Manager.

As of July 27, 2018, the unaudited cash balance is \$3,388,448.40.

CASH POSITION - CITY OF CAPITOLA 7/27/18

	<u>Net Balance</u>
General Fund	(\$678,883.77)
Payroll Payables	\$65,058.69
Contingency Reserve Fund	\$2,036,345.66
Facilities Reserve Fund	\$416,348.63
Capital Improvement Fund	\$1,134,891.35
Stores Fund	\$31,612.13
Information Technology Fund	\$126,769.22
Equipment Replacement	\$147,664.77
Self-Insurance Liability Fund	\$8.67
Workers' Comp. Ins. Fund	\$131,641.79
Compensated Absences Fund	<u>(\$23,008.74)</u>
TOTAL UNASSIGNED GENERAL FUNDS	<u><u>\$3,388,448.40</u></u>

The Emergency Reserve Fund balance is \$1,344,205.54 (not included above).
The PERS Contingency Fund balance is \$815,855.98 (not included above).
The Library Fund balance is \$2,175,527.12 (not included above).



Jamie Goldstein, City Manager

7/27/18
Date



Peter Wilk, City Treasurer

7/30/18
Date

Attachment: 7/27/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 27, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90144	07/26/2018	Open			LESLIE CHAVEZ	\$540.00
	Invoice		Date	Description		Amount
	11		07/19/2018	BIA website management and consulting services 1321 - BIA - Capitola Village-Wharf BIA		\$540.00
90145	07/27/2018	Open			ALLSAFE LOCK COMPANY	\$3.03
	Invoice		Date	Description		Amount
	50732		07/19/2018	Keys		\$3.03
90146	07/27/2018	Open			APTOS LANDSCAPE SUPPLY INC.	\$74.87
	Invoice		Date	Description		Amount
	471322		07/19/2018	Mini bark		\$74.87
90147	07/27/2018	Open			AUTOMATION TEST ASSOCIATES	\$40.00
	Invoice		Date	Description		Amount
	46403		07/22/2018	July wharf meter reading 1311 - Wharf		\$40.00
90148	07/27/2018	Open			B & B SMALL ENGINE REPAIR	\$90.23
	Invoice		Date	Description		Amount
	402044		07/24/2018	Pole pruner repairs		\$90.23
90149	07/27/2018	Open			BEAR ELECTRICAL SOLUTIONS INC.	\$1,350.00
	Invoice		Date	Description		Amount
	6500		06/30/2018	Traffic signal maintenance - routine		\$616.00
	6554		06/28/2018	Traffic signal maintenance - response 1310 - Gas Tax		\$734.00
90150	07/27/2018	Open			BOWMAN & WILLIAMS INC.	\$4,625.00
	Invoice		Date	Description		Amount
	12563		07/05/2018	38th Avenue reconstruction plan revisions 1200 - Capital Improvement Fund		\$4,625.00
90151	07/27/2018	Open			CA DEPARTMENT OF TRANSPORTATION	\$1,481.78
	Invoice		Date	Description		Amount
	SL181067		07/10/2018	April - June traffic signals and street lighting 1310 - Gas Tax		\$1,481.78
90152	07/27/2018	Open			CALE AMERICA INC.	\$1,178.72
	Invoice		Date	Description		Amount
	150408		06/28/2018	Paystation paper, parts, cleaning pads		\$1,178.72

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City Checks Issued July 27, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90153	07/27/2018	Open			CALIFORNIA COAST UNIFORM COMPANY	\$250.46
	Invoice		Date	Description		Amount
	6382		07/10/2018	Tailoring for Vazquez		\$72.00
	6378		07/09/2018	Uniform name/title, patches added		\$58.00
	6377		07/09/2018	Add Sergeant stripes to uniform		\$12.00
	6376		07/09/2018	FTO pins		\$108.46
90154	07/27/2018	Open			CALIFORNIA LAW ENFORCEMENT ASSOCIATION	\$490.00
	Invoice		Date	Description		Amount
	CLEA06202018		07/20/2018	July POA long term disability 1001 - Payroll Payables		\$490.00
90155	07/27/2018	Open			CA REGIONAL WATER QUALITY CONTROL BOARD	\$3,144.00
	Invoice		Date	Description		Amount
	CRWQCB072618		07/26/2018	Jetty and flume rehabilitation project 401 certification 1200 - Capital Improvement Fund		\$3,144.00
90156	07/27/2018	Open			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,667.00
	Invoice		Date	Description		Amount
	POA072018		07/20/2018	POA and gym dues PPE 7/14/18 1001 - Payroll Payables		\$1,667.00
90157	07/27/2018	Open			CLASSIFIED SOUND	\$750.00
	Invoice		Date	Description		Amount
	180718-25-0829b		05/28/2018	July 25th twilight concert sound engineer		\$750.00
90158	07/27/2018	Open			COASTAL WATERSHED COUNCIL	\$2,615.00
	Invoice		Date	Description		Amount
	1662		06/30/2018	Pollution prevention program services		\$2,615.00
90159	07/27/2018	Open			COMMUNITY PRINTERS	\$1,490.31
	Invoice		Date	Description		Amount
	21943011		07/20/2018	Summer 2018 newsletter		\$1,490.31
90160	07/27/2018	Open			DONALD W ALLEY	\$3,924.87
	Invoice		Date	Description		Amount
	718-02		07/09/2018	Sandbar closure report, lagoon monitoring		\$2,772.42
	718-02b		07/09/2018	Lagoon infrastructure repair permitting - flume & jetty		\$1,152.45
				1000 - General Fund	\$2,772.42	
				1200 - Capital Improvement	\$1,152.45	
				-		
90161	07/27/2018	Open			EWING IRRIGATION	\$291.66
	Invoice		Date	Description		Amount
	5756632		07/11/2018	Sod		\$291.66

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City Checks Issued July 27, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90162	07/27/2018	Open			FARWEST NURSERY	\$138.85
	Invoice		Date	Description		Amount
	227267		07/16/2018	Plants		\$101.48
	227269		07/17/2018	Plants		\$37.37
90163	07/27/2018	Open			FEDERAL EXPRESS	\$61.01
	Invoice		Date	Description		Amount
	6-249-91287		07/20/2018	Public Works package delivery		\$61.01
90164	07/27/2018	Open			FERGUSON ENTERPRISES INC.	\$783.16
	Invoice		Date	Description		Amount
	6127899		07/13/2018	Plumbing supplies - CPD		\$324.96
	6098119-1		07/16/2018	Plumbing supplies		\$458.20
90165	07/27/2018	Open			GARDAWORLD	\$27.65
	Invoice		Date	Description		Amount
	20313351		06/30/2018	June excess time		\$27.65
90166	07/27/2018	Open			GRANICUS LLC	\$1,190.70
	Invoice		Date	Description		Amount
	100381		07/01/2018	July legislative management software 1320 - PEG - Public Education and Govt		\$1,190.70
90167	07/27/2018	Open			HONEYWELL	\$1,961.05
	Invoice		Date	Description		Amount
	813047		07/17/2018	Paper for citations		\$1,961.05
90168	07/27/2018	Open			HOPE REHABILITATION SERVICES	\$2,250.00
	Invoice		Date	Description		Amount
	S166396		06/30/2018	June litter abatement and sidewalk maintenance		\$2,250.00
90169	07/27/2018	Open			HUMBOLDT PETROLEUM LLC	\$13.00
	Invoice		Date	Description		Amount
	087622		07/15/2018	July CPD car washes		\$13.00
90170	07/27/2018	Open			ICMA RETIREMENT TRUST 457	\$9,825.56
	Invoice		Date	Description		Amount
	41652232		07/20/2018	Employee 457 contributions PPE 7/14/18 1001 - Payroll Payables		\$9,825.56
90171	07/27/2018	Open			JETMULCH INC.	\$5,700.00
	Invoice		Date	Description		Amount
	9073-OL		07/19/2018	Playground wood fiber - Jade St. park		\$2,850.00
	9074-OL		07/19/2018	Playground wood fiber - Cortez park		\$2,850.00

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City Checks Issued July 27, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90172	07/27/2018	Open			KIMLEY HORN AND ASSOCIATES INC	\$11,000.00
	Invoice		Date	Description		Amount
	11490841		06/30/2018	Jewel Box community workshop & traffic control plan		\$11,000.00
90173	07/27/2018	Open			KINGS PAINT AND PAPER INC.	\$137.94
	Invoice		Date	Description		Amount
	A0269760		07/12/2018	Graffiti supplies		\$137.94
90174	07/27/2018	Open			LABORMAX STAFFING	\$3,228.90
	Invoice		Date	Description		Amount
	26-95242		07/20/2018	Seasonal labor		\$3,228.90
90175	07/27/2018	Open			LIFE INSURANCE CO OF NORTH AMERICA-CIGNA	\$2,238.49
	Invoice		Date	Description		Amount
	CIGNA072418		07/20/2018	July employee life and disability insurance		\$2,238.49
				1000 - General Fund	\$44.93	
				1001 - Payroll Payables	\$2,193.56	
90176	07/27/2018	Open			LIUNA PENSION FUND	\$979.20
	Invoice		Date	Description		Amount
	DL1056		07/20/2018	July LIUNA pension dues		\$979.20
				1001 - Payroll Payables		
90177	07/27/2018	Open			MAIA NEGRE FINE ART AND DESIGN	\$500.00
	Invoice		Date	Description		Amount
	3422		07/15/2018	Twilight concert banner design		\$500.00
90178	07/27/2018	Open			MARK RUSSO	\$1,400.00
	Invoice		Date	Description		Amount
	MR080118		07/27/2018	Twilight concert performance 8/1		\$1,400.00
90179	07/27/2018	Open			MICHAEL ARNONE	\$1,245.00
	Invoice		Date	Description		Amount
	201528-7		07/14/2018	Rispin Park plan revisions for phase II bids		\$1,245.00
				1200 - Capital Improvement Fund		
90180	07/27/2018	Open			MOBILE CLIMB USA LLC	\$625.00
	Invoice		Date	Description		Amount
	MCU072718		07/27/2018	National Night Out climbing wall		\$625.00
90181	07/27/2018	Open			MV TRANSPORTATION INC.	\$9,568.80
	Invoice		Date	Description		Amount
	84266		07/05/2018	FY 17/18 Summer shuttle service		\$9,568.80

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City Checks Issued July 27, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90182	07/27/2018	Open			NETFILE INC	\$4,000.00
	Invoice		Date	Description		Amount
	5695		07/19/2018	Annual subscription charges 2211 - ISF - Information Technology		\$4,000.00
90183	07/27/2018	Open			OLIVE SPRINGS QUARRY INC.	\$426.91
	Invoice		Date	Description		Amount
	115705		07/16/2018	Asphalt		\$426.91
90184	07/27/2018	Open			PACIFIC GAS & ELECTRIC	\$15,555.90
	Invoice		Date	Description		Amount
	PGE041318-acct5		04/13/2018	Pac cove parking lot utilities		(\$1,106.49)
	PGE051318-ACCT5		05/13/2018	Pac cove parking lot utilities		\$529.95
	PGE061318-ACCT5		06/13/2018	Pac cove parking lot utilities		\$485.36
	PGE071318-ACCT5		07/13/2018	Pac cove parking lot utilities		\$385.06
	PGE071818-ACCT9		07/18/2018	Monthly utilities		\$15,262.02
				1000 - General Fund	\$5,221.50	
				1300 - SLESF - Supl Law	\$112.99	
				1310 - Gas Tax	\$7,543.84	
				1311 - Wharf	\$2,677.57	
90185	07/27/2018	Open			PALACE OFFICE SUPPLIES	\$659.42
	Invoice		Date	Description		Amount
	488095-0		07/19/2018	Office supplies		\$20.46
	487076-0		07/11/2018	Office supplies		\$222.91
	487144-0		07/13/2018	Assistant planner nameplate		\$26.05
	488092-0		07/19/2018	Envelopes		\$104.22
	488131-0		07/20/2018	Clipboards, document holder		\$19.31
	488495-0		07/24/2018	Cleaner		\$28.57
	488601-0		07/24/2018	Paper, electric stapler		\$237.90
				1000 - General Fund	\$269.42	
				2210 - ISF - Stores Fund	\$390.00	
90186	07/27/2018	Open			PHOENIX GROUP INFORMATION SYSTEMS	\$3,654.69
	Invoice		Date	Description		Amount
	062018070		07/16/2018	June citation processing		\$3,654.69
90187	07/27/2018	Open			PLACEWORKS	\$162.50
	Invoice		Date	Description		Amount
	65927		06/30/2018	Zoning map revisions 1313 - General Plan Update and Maint		\$162.50

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City Checks Issued July 27, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90188	07/27/2018	Open			PREFERRED BENEFIT INSURANCE ADMIN.	\$5,365.00
	Invoice		Date	Description		Amount
	EIA25003		07/01/2018	July vision and dental premiums 1001 - Payroll Payables		\$5,365.00
90189	07/27/2018	Open			SINGING WOOD MARIMBA	\$400.00
	Invoice		Date	Description		Amount
	SWM072918		07/27/2018	Art & music at the beach performance 7/29		\$400.00
90190	07/27/2018	Open			SOQUEL NURSERY GROWERS INC.	\$124.07
	Invoice		Date	Description		Amount
	0000345087		07/19/2018	Plants		\$124.07
90191	07/27/2018	Open			STAPLES ADVANTAGE	\$158.34
	Invoice		Date	Description		Amount
	8050463899		06/30/2018	CPD office supplies		\$49.38
	8050633322		07/14/2018	CPD office supplies		\$108.96
90192	07/27/2018	Open			STOP COMPANY	\$58.86
	Invoice		Date	Description		Amount
	1149		07/20/2018	"Road Closed" signs for wharf to wharf		\$58.86
90193	07/27/2018	Open			SUMMIT UNIFORMS	\$1,634.39
	Invoice		Date	Description		Amount
	50478		05/19/2018	Uniform items & flashlight - Rankin		\$456.67
	50465		05/18/2018	Uniform items - Anderson		\$121.27
	50109		05/03/2018	Jacket - Mendoza		\$315.73
	49181		03/28/2018	Uniform items - Mendoza		\$304.81
	48694		03/09/2018	Quolas spare cover body armor		\$97.23
	48379		02/24/2018	VIP J. Tennesen uniform		\$338.68
90194	07/27/2018	Open			SUPPLYWORKS	\$1,717.38
	Invoice		Date	Description		Amount
	447793886		07/20/2018	Cleaning supplies		\$1,717.38
90195	07/27/2018	Open			THE CLEANING MACHINE INC.	\$570.00
	Invoice		Date	Description		Amount
	6258		07/11/2018	Sidewalk cleaning		\$570.00
90196	07/27/2018	Open			UNITED WAY OF SANTA CRUZ COUNTY	\$30.00
	Invoice		Date	Description		Amount
	UW06202018		07/20/2018	Employee United Way contributions PPE 7/14/18 1001 - Payroll Payables		\$30.00

Attachment: 7/27/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 27, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90197	07/27/2018	Open			UPEC LIUNA LOCAL 792	\$1,255.50
	Invoice		Date	Description		Amount
	2100		07/09/2018	July UPEC dues 1001 - Payroll Payables		\$1,255.50
90198	07/27/2018	Open			US BANK PARS	\$3,360.04
	Invoice		Date	Description		Amount
	PARS072018		07/20/2018	PARS contributions PPE 7/14/18 1001 - Payroll Payables		\$3,360.04
90199	07/27/2018	Open			Christopher Wright	\$158.00
	Invoice		Date	Description		Amount
	18-0108		06/22/2018	2205 Wharf Rd. deposit refund #18-0108		\$158.00
90200	07/27/2018	Open			JDT Capital LLC	\$2,465.00
	Invoice		Date	Description		Amount
	18-0045		06/22/2018	318 Riverview Ave. deposit refund #18-0045		\$2,465.00
90201	07/27/2018	Open			Michael and Elizabeth Adams	\$623.00
	Invoice		Date	Description		Amount
	17-0403		06/22/2018	1725 48th Ave. historic review deposit refund #17-0403		\$623.00
90202	07/27/2018	Open			Rick Aberle	\$2,011.95
	Invoice		Date	Description		Amount
	18-0050		06/22/2018	1350 48th Ave. deposit refund #18-0050		\$2,011.95
90203	07/27/2018	Open			Salinas Armature and Motor Works Inc.	\$90.00
	Invoice		Date	Description		Amount
	18442		06/11/2018	Wharf sump pump repair 1311 - Wharf		\$90.00
90204	07/27/2018	Open			Santa Cruz Seaside Company	\$691.00
	Invoice		Date	Description		Amount
	18-0092		06/22/2018	4200 Auto Plaza Dr. trash enclosure deposit refund #18-0092		\$691.00
Type Check Totals:						\$122,053.19

Attachment: 7/27/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 27, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
<u>EFT</u>						
636	07/25/2018	Open			DISCOVERY BENEFITS	\$135.00
	Invoice		Date	Description		Amount
	0000896431-IN		06/30/2018	June COBRA and FSA admin.		\$135.00
637	07/25/2018	Open			CalPERS Member Services Division	\$49,064.30
	Invoice		Date	Description		Amount
	1001125155-8		07/25/2018	PERS contributions PPE 7/14/18		\$49,064.30
				1000 - General Fund	(\$0.25)	
				1001 - Payroll Payables	\$49,064.55	
638	07/25/2018	Open			EMPLOYMENT DEVELOPMENT DEPT	\$11,263.23
	Invoice		Date	Description		Amount
	1-154-363-712		07/25/2018	State tax deposit PPE 7/14/18		\$11,263.23
				1001 - Payroll Payables		
639	07/24/2018	Open			INTERNAL REVENUE SERVICE	\$37,470.73
	Invoice		Date	Description		Amount
	81841896		07/24/2018	Federal tax & Medicare deposit PPE 7/14/18		\$37,470.73
				1001 - Payroll Payables		
640	07/24/2018	Open			STATE DISBURSEMENT UNIT	\$1,232.76
	Invoice		Date	Description		Amount
	34YYE6I6657		07/24/2018	Employee garnishments PPE 7/14/18		\$1,232.76
				1001 - Payroll Payables		
641	07/25/2018	Open			CalPERS Fiscal Services Division	\$1,216,016.00
	Invoice		Date	Description		Amount
	FY18-19 UAL		07/25/2018	FY18-19 PERS UAL prepayment		\$1,216,016.00
Type EFT Totals:						\$1,315,182.02
Library - Library						
<u>Check</u>						
74	07/27/2018	Open			NOLL AND TAM ARCHITECTS	\$34,561.02
	Invoice		Date	Description		Amount
	0057806a		05/31/2018	Library architect reimbursable expenses		\$1,042.97
	0057806b		05/31/2018	Library construction documents, supplemental services, public art		\$33,518.05
				1360 - Library Fund		
Type Check Totals:						\$34,561.02

Attachment: 7/27/18 City Check Register (Approval of City Check Registers)

City Checks Issued July 27, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
CITY - Main City Totals					Counts:	Totals:
Checks					61	\$122,053.19
EFTs					6	\$1,315,182.02
All					67	\$1,437,235.21
Library - Library Totals						
Checks					1	\$34,561.02
EFTs					0	\$0.00
All					1	\$34,561.02
Grand Totals:						
Checks					62	\$156,614.21
EFTs					6	\$1,315,182.02
All					68	\$1,471,796.23

Attachment: 7/27/18 City Check Register (Approval of City Check Registers)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF SEPTEMBER 27, 2018

FROM: Finance Department

SUBJECT: Approval of City Check Registers for August 3, August 10, August 17, August 24 and August 31, 2018.

RECOMMENDED ACTION: Approve check registers.

Account: City Main				
Date	Starting Check #	Ending Check #	Check/EFT Count	Amount
8/3/2018	90205	90266	63	\$188,670.08
8/10/2018	90267	90326	64	\$182,448.92
8/17/2018	90327	90409	87	\$344,143.13
8/24/2018	90410	90465	59	\$143,458.47
8/31/2018	90466	90510	50	\$176,982.53

The main account check register dated July 27, 2018, ended with check #90204.

Account: Library				
Date	Starting Check #	Ending Check #	Check/EFT Count	Amount
8/3/2018	75	75	1	\$2,975
8/31/2018	76	76	1	\$20.76

The library account check register dated July 27, 2018, ended with check #74.

Account: Payroll				
Date	Starting Check #	Ending Check #	Check/EFT Count	Amount
8/3/2018	5384	5401	140	\$204,963.04
8/4/2018	5402	5402	1	\$590.63
8/6/2018	5403	5403	1	\$753.43
8/13/2018	5404	5405	2	\$21,005.67
8/9/2018	5407	5408	2	\$170.45
8/10/2018	5409	5409	1	\$819.07
8/13/2018	5410	5410	1	\$859.77
8/17/2018	5411	5425	136	\$216,104.09
8/20/2018	5426	5427	2	\$1,167.69
8/21/2018	5428	5428	1	\$405.60
8/31/2018	5429	5433	91	\$155,110.64

Approval of City Check Registers
September 27, 2018

The payroll account check register dated July 27, 2018, ended with check #5383.
Payroll checks 5398 & 5406 are void.

Following is a list of checks issued for more than \$10,000 and a brief description of the expenditure:

Check	Issued to	Dept	Description	Amount
90232	Law Offices of Terry Roemer	CM	Legal services	\$15,834
90235	Moffatt and Nichol	PW	Wharf, flume, jetty engineering services	\$55,086.85
EFT 642	CalPERS Health Insurance	FN	August health insurance	\$55,926.95
90313	SCC Auditor Controller	PD	Citation processing	\$14,477
EFT 643	CalPERS Member Services	FN	PERS contributions PPE 7/28/18	\$49,171.63
EFT 646	IRS	FN	Federal taxes & Medicare PPE 7/28/18	\$29,888.77
90328	Atchison Barisone Condotti & Kovacevich	CM	July legal services	\$27,838.04
90336	City of Santa Cruz	CM	July – September lifeguard services	\$74,665
90365	Moffatt and Nichol	PW	Flume, jetty, wharf engineering services	\$39,773.25
90370	SCC Anti-Crime Team	PD	County anti-crime team support	\$17,993
90371	Santa Cruz County Bank	FN	Pacific Cove financing lease	\$82,532.87
90377	Soquel Creek Water District	PW	Monthly water usage and irrigation fees	\$18,453.97
90384	Ultramax Ammunition	PD	Ammunition	\$10,908
90412	American Traffic Solutions	PD	January – June red light revenue remittance	\$32,061.75
EFT 652	IRS	FN	Federal taxes & Medicare PPE 8/11/18	\$29,290.99
90467	4Leaf Inc.	CD	Interim building official	\$13,230
90496	PG&E	PW	Monthly gas & electricity	\$16,353.39
90504	SCC Information Services	PD	Quarterly radio shop charges, communication tower labor	\$20,956.64
90508	Tyler Technologies	FN	Annual financial management software	\$27,933.69
EFT 654	CalPERS Member Services	FN	PERS contributions PPE 8/11/18	\$49,234.08

ATTACHMENTS:

1. 8/3/18 City Check Register
2. 8/10/18 City Check Register
3. 8/17/18 City Check Register
4. 8/24/18 City Check Register
5. 8/31/18 City Check Register

Report Prepared By: Maura Herlihy

Approval of City Check Registers
September 27, 2018

Account Technician

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

9/21/2018


City main account checks dated August 3, 2018, numbered 90205 through 90266 and 1 EFT, totaling \$188,670.08, plus 1 Library account check, totaling \$2,975.00, plus 18 Payroll account checks and 122 EFTs, totaling \$204,963.04, for a grand total of \$396,608.12, have been reviewed and authorized for distribution by the City Manager.

As of August 3, the unaudited cash balance is \$3,092,336.31


CASH POSITION - CITY OF CAPITOLA 8/3/18

	<u>Net Balance</u>
General Fund	(\$981,338.15)
Payroll Payables	\$147,730.43
Contingency Reserve Fund	\$2,036,345.66
Facilities Reserve Fund	\$416,348.63
Capital Improvement Fund	\$1,078,859.50
Stores Fund	\$31,612.13
Information Technology Fund	\$106,920.62
Equipment Replacement	\$155,164.77
Self-Insurance Liability Fund	(\$7,940.33)
Workers' Comp. Ins. Fund	\$131,641.79
Compensated Absences Fund	(\$23,008.74)
TOTAL UNASSIGNED GENERAL FUNDS	<u>\$3,092,336.31</u>

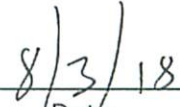
The Emergency Reserve Fund balance is \$1,344,205.54 (not included above).
The PERS Contingency Fund balance is \$815,855.98 (not included above).
The Library Fund balance is \$2,178,258.81 (not included above).




 Jamie Goldstein, City Manager



 Peter Wilk, City Treasurer



 Date



 Date

Attachment: 8/3/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 3, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90205	08/03/2018 Open				ADT SECURITY SERVICES INC.	\$197.92
	Invoice		Date	Description		Amount
	ADT072918		07/29/2018	Security services Corp. yard & museum		\$197.92
90206	08/03/2018 Open				ALLIANT INSURANCE SERVICES INC.	\$2,350.00
	Invoice		Date	Description		Amount
	842911		05/22/2018	2017-19 Crime insurance 2213 - ISF - Self-Insurance Liability		\$2,350.00
90207	08/03/2018 Open				ALLIANT INSURANCE SERVICES INC.	\$5,599.00
	Invoice		Date	Description		Amount
	860759		06/19/2018	AMVP-Physical Damage insurance renewal 2213 - ISF - Self-Insurance Liability		\$5,599.00
90208	08/03/2018 Open				ALVAREZ TECHNOLOGY GROUP INC	\$7,317.50
	Invoice		Date	Description		Amount
	47593		08/01/2018	September IT services & antivirus 2211 - ISF - Information Technology		\$7,317.50
90209	08/03/2018 Open				ARTHUR S. DOVER MD	\$626.00
	Invoice		Date	Description		Amount
	ATC041718		04/17/2018	Employee vaccines		\$626.00
90210	08/03/2018 Open				B & B SMALL ENGINE REPAIR	\$243.84
	Invoice		Date	Description		Amount
	402246		07/26/2018	John Deere blades, carbide chain		\$217.97
	402247		07/26/2018	Hedge trimmer repairs		\$25.87
90211	08/03/2018 Open				BELLOWS PLUMBING HEATING & SEWER	\$1,397.55
	Invoice		Date	Description		Amount
	73242		07/20/2018	Hydrojet drains		\$1,397.55
90212	08/03/2018 Open				BRIAN JAY SUSSMAN	\$1,000.00
	Invoice		Date	Description		Amount
	BJS080818		05/30/2018	Twilight Concert performance Aug 8		\$1,000.00
90213	08/03/2018 Open				COASTAL WATERSHED COUNCIL	\$1,200.97
	Invoice		Date	Description		Amount
	1661		05/31/2018	May stormwater education services		\$1,200.97
90214	08/03/2018 Open				COMMUNITY PRINTERS	\$504.33
	Invoice		Date	Description		Amount
	21785011		07/10/2018	Parking map for BIA 1321 - BIA - Capitola Village-Wharf BIA		\$504.33

Attachment: 8/3/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 3, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90215	08/03/2018	Open			COMMUNITY TELEVISION OF SANTA CRUZ COI	\$714.00
	Invoice		Date	Description		Amount
	2547		07/24/2018	June televised meetings		\$714.00
90216	08/03/2018	Open			COMMUNITY TREE SERVICE INC	\$8,400.00
	Invoice		Date	Description		Amount
	9947		07/27/2018	Tree trimming - Park Ave. pathway		\$8,400.00
90217	08/03/2018	Open			COMPLETE MAILING SERVICE INC.	\$655.37
	Invoice		Date	Description		Amount
	3566		07/24/2018	Summer newsletter services		\$655.37
90218	08/03/2018	Open			CVS PHARMACY INC.	\$132.88
	Invoice		Date	Description		Amount
	4154		07/17/2018	Camp supplies		\$78.35
	4826		07/20/2018	Camp supplies		\$14.00
	7435		07/25/2018	Camp supplies		\$33.78
	7437		07/25/2018	Cleaning supplies		\$6.75
90219	08/03/2018	Open			DEPARTMENT OF PESTICIDE REGULATION	\$120.00
	Invoice		Date	Description		Amount
	RB073018		07/30/2018	Pesticide application license		\$60.00
	DPR080118		08/01/2018	Pesticide application license - Dixon		\$60.00
90220	08/03/2018	Open			EWING IRRIGATION	\$405.94
	Invoice		Date	Description		Amount
	5848474		07/24/2018	Irrigation supplies		\$137.96
	5833451		07/21/2018	Irrigation supplies		\$96.26
	5855223		07/25/2018	Irrigation supplies		\$171.72
90221	08/03/2018	Open			FIRST SECURITY	\$325.50
	Invoice		Date	Description		Amount
	564520		07/20/2018	McGregor skate park patrol services		\$325.50
90222	08/03/2018	Open			FRED C. BEYERS	\$234.00
	Invoice		Date	Description		Amount
	FB072718		07/27/2018	Softball Officials 7/16 - 7/27/18		\$234.00
90223	08/03/2018	Open			GINA ENRIQUEZ	\$100.10
	Invoice		Date	Description		Amount
	GE071918		07/19/2018	2018 Instructor Payments Summer 2		\$100.10

Attachment: 8/3/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 3, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90224	08/03/2018	Open			GRANITE ROCK COMPANY	\$138.22
	Invoice		Date	Description		Amount
	1118161		07/21/2018	Nozzle, hose, bark, fieldstone moss rock		\$138.22
90225	08/03/2018	Open			HANYA FOJACO	\$204.75
	Invoice		Date	Description		Amount
	HF071918		07/19/2018	2018 Instructor Payments Summer 2		\$204.75
90226	08/03/2018	Open			INTERNATIONAL BRONZE PLAQUE COMPANY	\$278.00
	Invoice		Date	Description		Amount
	18-49878		07/26/2018	Bronze plaques (2)		\$278.00
90227	08/03/2018	Open			JACQUES BERTRAND	\$447.59
	Invoice		Date	Description		Amount
	JB063018		06/30/2018	Reimbursable expenses		\$447.59
90228	08/03/2018	Open			KBA Docusys Inc.	\$113.79
	Invoice		Date	Description		Amount
	INV693054		08/01/2018	Copier usage charges		\$113.79
				1000 - General Fund	\$23.79	
				2211 - ISF - Information Technology	\$90.00	
90229	08/03/2018	Open			KELLY MOORE PAINT COMPANY INC.	\$203.87
	Invoice		Date	Description		Amount
	803-00000775264		07/26/2018	Paint		\$203.87
90230	08/03/2018	Open			KINGS PAINT AND PAPER INC.	\$66.99
	Invoice		Date	Description		Amount
	A0270283		07/24/2018	Painting supplies		\$66.99
90231	08/03/2018	Open			LABORMAX STAFFING	\$3,202.65
	Invoice		Date	Description		Amount
	26-95505		07/27/2018	Seasonal labor		\$3,202.65
90232	08/03/2018	Open			LAW OFFICES OF TERRY ROEMER	\$15,834.00
	Invoice		Date	Description		Amount
	1-2018		07/26/2018	Legal services		\$15,834.00
90233	08/03/2018	Open			LESLIE FELLOWS	\$300.00
	Invoice		Date	Description		Amount
	LF073018		07/30/2018	Art and Music at the Beach program coordinator		\$300.00

Attachment: 8/3/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 3, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90234	08/03/2018	Open			MACKAY METERS INC	\$2,181.15
	Invoice		Date	Description		Amount
	1050911		07/16/2018	Two MacKay parking meters		\$2,181.15
90235	08/03/2018	Open			MOFFATT AND NICHOL	\$55,086.85
	Invoice		Date	Description		Amount
	735187		07/13/2018	Phase I - Wharf, flume, jetty concept design and engineering 1200 - Capital Improvement Fund		\$55,086.85
90236	08/03/2018	Open			NICHOLS CONSULTING ENGINEERS CHTD	\$8,595.00
	Invoice		Date	Description		Amount
	303095504		07/23/2018	Surface seal project PS&E, bidding support		\$7,650.00
	303085501		07/24/2018	Park Ave storm damage site evaluation 1200 - Capital Improvement Fund \$945.00 1309 - RTC Streets \$7,650.00		\$945.00
90237	08/03/2018	Open			PACIFIC MONARCH	\$100.00
	Invoice		Date	Description		Amount
	49779b		07/30/2018	Jr. guards regional competition bus overtime		\$100.00
90238	08/03/2018	Open			PALACE OFFICE SUPPLIES	\$721.55
	Invoice		Date	Description		Amount
	487887-0		07/18/2018	Paper ream, paper towels, sanitizer		\$45.73
	488187-0		07/20/2018	Keyboard tray		\$40.35
	29973-0		07/26/2018	Desk chairs		\$635.47
90239	08/03/2018	Open			RONALD KAPLAN	\$400.00
	Invoice		Date	Description		Amount
	RK080518		06/12/2018	Art and Music at the Beach performance Aug 5		\$400.00
90240	08/03/2018	Open			ROYAL WHOLESALE ELECTRIC	\$64.94
	Invoice		Date	Description		Amount
	7719-632603		07/26/2018	Exit light		\$64.94
90241	08/03/2018	Open			S&S WORLDWIDE INC.	\$147.10
	Invoice		Date	Description		Amount
	10352045		07/12/2018	Camp Supplies		\$147.10
90242	08/03/2018	Open			SANTA CRUZ LIVE SCAN INC	\$30.00
	Invoice		Date	Description		Amount
	21401		07/31/2018	Employee live scan		\$30.00

Attachment: 8/3/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 3, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90243	08/03/2018	Open			SANTA CRUZ SENTINEL	\$353.56
	Invoice		Date	Description		Amount
	1345461		07/23/2018	Newspaper subscription		\$353.56
90244	08/03/2018	Open			SOFTWARE ONE INC	\$2,808.87
	Invoice		Date	Description		Amount
	US-PSI-707801		07/31/2018	Adobe creative suite for Recreation 2211 - ISF - Information Technology		\$2,808.87
90245	08/03/2018	Open			SOQUEL NURSERY GROWERS INC.	\$33.26
	Invoice		Date	Description		Amount
	0000345366		07/31/2018	Plants		\$33.26
90246	08/03/2018	Open			SOQUEL UNION ELEMENTARY SCHOOL DISTR	\$1,932.22
	Invoice		Date	Description		Amount
	18-25		06/30/2018	Community center sanitation fees		\$1,932.22
90247	08/03/2018	Open			SPECTRUM BUSINESS	\$3,688.25
	Invoice		Date	Description		Amount
	0000178071918		07/19/2018	Monthly internet service		\$3,688.25
				1000 - General Fund	\$1,378.52	
				2211 - ISF - Information Technology	\$2,309.73	
90248	08/03/2018	Open			THE CLEANING MACHINE INC.	\$2,680.00
	Invoice		Date	Description		Amount
	6259		07/26/2018	Sidewalk cleaning		\$2,680.00
90249	08/03/2018	Open			ZUMAR INDUSTRIES INC.	\$154.20
	Invoice		Date	Description		Amount
	0178222		07/16/2018	Street signs		\$154.20
				1310 - Gas Tax		
90250	08/03/2018	Open			Akira Goff	\$80.00
	Invoice		Date	Description		Amount
	AG072618		07/26/2018	Camp Jr Leaders Session 3		\$80.00
90251	08/03/2018	Open			Anthony Gotti	\$158.44
	Invoice		Date	Description		Amount
	AG062218		06/22/2018	Junior guard supplies		\$158.44
90252	08/03/2018	Open			Caleb Conroy	\$69.43
	Invoice		Date	Description		Amount
	CC071018		07/10/2018	Fuel		\$69.43

Attachment: 8/3/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 3, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90253	08/03/2018	Open			Colin Karwick	\$72.00
	Invoice		Date	Description		Amount
	CK072618		07/26/2018	Camp Jr Leaders Session 3		\$72.00
90254	08/03/2018	Open			Danny Sanchez	\$80.00
	Invoice		Date	Description		Amount
	DS072618		07/26/2018	Camp Jr Leaders Session 3		\$80.00
90255	08/03/2018	Open			Julia Bollinger	\$40.00
	Invoice		Date	Description		Amount
	JB072718		07/27/2018	Camp Jr Leaders Session 3		\$40.00
90256	08/03/2018	Open			Kendal Wilson	\$16.00
	Invoice		Date	Description		Amount
	KW072618		07/26/2018	Camp Jr Leaders Session 3		\$16.00
90257	08/03/2018	Open			Lucas Rawles	\$80.00
	Invoice		Date	Description		Amount
	LR072618		07/26/2018	Camp Jr Leaders Session 3		\$80.00
90258	08/03/2018	Open			Marlena Deleeuw	\$40.00
	Invoice		Date	Description		Amount
	MD072618		07/26/2018	Camp Jr Leaders Session 3		\$40.00
90259	08/03/2018	Open			Max Perko	\$80.00
	Invoice		Date	Description		Amount
	MP072618		07/26/2018	Camp Jr Leaders Session 3		\$80.00
90260	08/03/2018	Open			Morgan Michelson	\$80.00
	Invoice		Date	Description		Amount
	MM072618		07/26/2018	Camp Jr Leaders Session 3		\$80.00
90261	08/03/2018	Open			Rebecca Hobson	\$91.37
	Invoice		Date	Description		Amount
	RH072318		07/23/2018	Reimbursement for Museum supplies		\$91.37
90262	08/03/2018	Open			Reese Martinez	\$160.00
	Invoice		Date	Description		Amount
	RM072718		07/27/2018	Camp Jr Leaders Session 3		\$160.00
90263	08/03/2018	Open			Sevin Vargas	\$80.00
	Invoice		Date	Description		Amount
	SV072618		07/26/2018	Camp Jr Leaders Session 3		\$80.00

Attachment: 8/3/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 3, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90264	08/03/2018	Open			Tate McGinty	\$48.00
	Invoice		Date	Description		Amount
	TM072618		07/26/2018	Camp Jr Leaders Session 3		\$48.00
90265	08/03/2018	Open			Tess Ortiz	\$80.00
	Invoice		Date	Description		Amount
	TO072618		07/26/2018	Camp Jr Leaders Session 3		\$80.00
90266	08/03/2018	Open			Chris Macias	\$196.18
	Invoice		Date	Description		Amount
	CM121218		12/18/2017	Work boots		\$196.18
Type Check Totals:						\$132,743.13

EFT

642	08/03/2018	Open			CalPERS Health Insurance	\$55,926.95
	Invoice		Date	Description		Amount
	1001133357		08/03/2018	August health insurance		\$55,926.95
				1000 - General Fund	\$2,413.79	
				1001 - Payroll Payables	\$53,513.16	
Type EFT Totals:						\$55,926.95

Library - Library

Check

75	08/03/2018	Open			BOGARD CONSTRUCTION INC	\$2,975.00
	Invoice		Date	Description		Amount
	160707-23		07/30/2018	Library project management services		\$2,975.00
				1360 - Library Fund		
Type Check Totals:						\$2,975.00

Attachment: 8/3/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 3, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
CITY - Main City Totals					Counts:	Totals:
Checks					62	\$132,743.13
EFTs					1	\$55,926.95
All					63	\$188,670.08
Library - Library Totals						
Checks					1	\$2,975.00
EFTs					0	\$0.00
All					1	\$2,975.00
WELLS - Payroll Totals						
Checks					18	\$13,149.60
EFTs					122	\$191,813.44
All					140	\$204,963.04
Grand Totals:						
Checks					81	\$148,867.73
EFTs					123	\$247,740.39
All					204	\$396,608.12

Attachment: 8/3/18 City Check Register (Approval of City Check Registers)


City main account checks dated August 10, 2018, numbered 90267 through 90326 and 4 EFTs, totaling \$182,448.92, plus 5 manual payroll checks totaling \$2,333.58, for a grand total of \$184,782.50, have been reviewed and authorized for distribution by the City Manager.

As of August 10, the unaudited cash balance is \$3,235,685.79


CASH POSITION - CITY OF CAPITOLA 8/10/18

	<u>Net Balance</u>
General Fund	(\$726,315.00)
Payroll Payables	\$44,879.07
Contingency Reserve Fund	\$2,036,345.66
Facilities Reserve Fund	\$416,348.63
Capital Improvement Fund	\$1,070,444.43
Stores Fund	\$31,544.51
Information Technology Fund	\$106,581.00
Equipment Replacement	\$155,164.77
Self-Insurance Liability Fund	(\$7,940.33)
Workers' Comp. Ins. Fund	\$131,641.79
Compensated Absences Fund	<u>(\$23,008.74)</u>
TOTAL UNASSIGNED GENERAL FUNDS	<u><u>\$3,235,685.79</u></u>

The Emergency Reserve Fund balance is \$1,344,205.54 (not included above).
The PERS Contingency Fund balance is \$815,855.98 (not included above).
The Library Fund balance is \$2,178,258.81 (not included above).



 Jamie Goldstein, City Manager



 Peter Wilk, City Treasurer

8/13/18

 Date

8/21/18

 Date

Attachment: 8/10/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 10, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90267	08/06/2018	Open			UNITED STATES POSTAL SERVICE	\$4,792.90
	Invoice		Date	Description		Amount
	USPS080618		08/06/2018	Early fall brochure postage		\$4,792.90
90268	08/10/2018	Open			AFLAC	\$1,723.96
	Invoice		Date	Description		Amount
	547532		07/25/2018	July supplemental insurance		\$1,723.96
				1001 - Payroll Payables		
90269	08/10/2018	Open			AMERICAN PAYROLL ASSOCIATION INC	\$219.00
	Invoice		Date	Description		Amount
	APA093018		08/10/2018	American payroll assoc. annual membership		\$219.00
90270	08/10/2018	Open			ASSOCIATION OF MONTEREY BAY AREA GOVERNMENTS	\$3,263.00
	Invoice		Date	Description		Amount
	3868		07/01/2018	AMBAG annual dues		\$3,263.00
90271	08/10/2018	Open			AT&T/CALNET 3	\$544.93
	Invoice		Date	Description		Amount
	000011633058		07/13/2018	July T-1 access		\$544.93
90272	08/10/2018	Open			AT&T/CALNET 3	\$1,390.55
	Invoice		Date	Description		Amount
	000011632390		07/13/2018	July telephone service		\$1,390.55
				1000 - General Fund	\$1,069.76	
				2211 - ISF - Info Tech	\$320.79	
90273	08/10/2018	Open			B & B SMALL ENGINE REPAIR	\$179.29
	Invoice		Date	Description		Amount
	402566		08/01/2018	Pruning saw and loppers		\$162.68
	402565		08/01/2018	Sharpen chain saw chain		\$16.61
90274	08/10/2018	Open			BELLOWS PLUMBING HEATING & SEWER	\$232.05
	Invoice		Date	Description		Amount
	74591		07/24/2018	Cable urinal line in PD men's bathroom		\$232.05
90275	08/10/2018	Open			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,667.00
	Invoice		Date	Description		Amount
	POA080318		08/03/2018	POA and gym dues PPE 7/28/18		\$1,667.00
				1001 - Payroll Payables		
90276	08/10/2018	Open			CAPITOLA-SOQUEL CHAMBER OF COMMERCE	\$7,500.00
	Invoice		Date	Description		Amount
	2147		07/19/2018	Chamber quarterly payment		\$7,500.00

Attachment: 8/10/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 10, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90277	08/10/2018	Open			CENTRAL HOME SUPPLY	\$144.31
	Invoice		Date	Description		Amount
	115823-1		07/31/2018	Fir bark, concrete, steel stake		\$144.31
90278	08/10/2018	Open			CODE PUBLISHING COMPANY INC.	\$107.25
	Invoice		Date	Description		Amount
	60913		08/03/2018	Municipal code web update		\$107.25
90279	08/10/2018	Open			COVELLO & COVELLO PHOTOGRAPHY	\$1,526.00
	Invoice		Date	Description		Amount
	6522		07/30/2018	Junior guard photos		\$1,526.00
90280	08/10/2018	Open			CVS PHARMACY INC.	\$40.60
	Invoice		Date	Description		Amount
	1070		08/03/2018	Camp supplies		\$40.60
90281	08/10/2018	Open			D & G SANITATION	\$1,506.75
	Invoice		Date	Description		Amount
	252267		07/31/2018	McGregor park portable toilets		\$252.65
	252268		07/31/2018	Pac Cove parking lot portable toilets		\$427.05
	252269		07/31/2018	Wharf portable toilets		\$827.05
				1000 - General Fund	\$679.70	
				1311 - Wharf	\$827.05	
90282	08/10/2018	Open			DAWN MAC LAUGHLIN	\$743.60
	Invoice		Date	Description		Amount
	DM080118		08/01/2018	Instructor payment		\$743.60
90283	08/10/2018	Open			DIXON AND SON INC.	\$719.00
	Invoice		Date	Description		Amount
	213886		07/16/2018	Sweeper tires, mounting and disposal		\$719.00
				1310 - Gas Tax		
90284	08/10/2018	Open			ESMERALDA GONZALEZ	\$166.41
	Invoice		Date	Description		Amount
	EG091518		08/03/2018	CLETS training and technology seminar airfare		\$166.41
90285	08/10/2018	Open			EWING IRRIGATION	\$20.24
	Invoice		Date	Description		Amount
	5894073		07/31/2018	Lower parking lot christy box		\$20.24
90286	08/10/2018	Open			FERGUSON ENTERPRISES INC.	\$342.01
	Invoice		Date	Description		Amount
	6145413		07/24/2018	Toilet flush valve and wrenches		\$342.01
90287	08/10/2018	Open			FLYERS ENERGY LLC	\$7,154.03
	Invoice		Date	Description		Amount

Attachment: 8/10/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 10, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
	18-731274		07/19/2018	655 gallons ethanol		\$2,455.93
	18-731413		07/19/2018	140 gallons diesel		\$532.87
	18-736290		07/26/2018	140 gallons diesel		\$539.27
	18-736289		07/26/2018	611 gallons ethanol		\$2,316.24
	18-727449		07/12/2018	201 gallons ethanol		\$757.81
	18-727451		07/12/2018	145 gallons diesel		\$551.91
90288	08/10/2018	Open			GINA ENRIQUEZ	\$100.10
	Invoice		Date	Description		Amount
	GE080118		08/01/2018	Instructor payment		\$100.10
90289	08/10/2018	Open			H. BARBER & SONS INC.	\$1,086.63
	Invoice		Date	Description		Amount
	BL32604		07/02/2018	Specialty chains		\$1,086.63
90290	08/10/2018	Open			HOME DEPOT CREDIT SERVICES	\$2,374.78
	Invoice		Date	Description		Amount
	5023335		07/12/2018	Building supplies		\$183.11
	5031912		07/12/2018	Bosch bit		\$11.90
	5031919		07/12/2018	DeWalt tools		\$570.74
	4013007		07/13/2018	Concrete supplies		\$47.06
	0013426		07/17/2018	Building supplies		\$21.77
	0055188		07/17/2018	Building supplies		\$115.49
	0032332		07/17/2018	Concrete supplies		\$59.57
	0124798		07/17/2018	Return premix and hopgun		(\$92.14)
	0581863		07/17/2018	Sponge		\$3.11
	9055367		07/18/2018	Surface cleaner		\$75.92
	8055523		07/19/2018	Paint sprayer		\$563.12
	5014013		07/22/2018	Folding knife - Nathan		\$34.20
	4021896		07/03/2018	Buffer and polish		\$30.31
	1056487		07/26/2018	Gap filler and silicone		\$17.00
	1025616		07/26/2018	Posts, barrier fence, staples		\$134.96
	0590746		07/27/2018	Tongs - bathrooms		\$11.44
	7583757		07/30/2018	Pushbroom		\$39.03
	7591086		07/30/2018	Ear buds and screwdrivers - Thomas		\$43.33
	6015029		07/31/2018	Adhesive, panel, plywood - CPD		\$73.28
	0562237		07/17/2018	Shop light and pens		\$71.51
	4023514		07/13/2018	Trash can		\$16.24
	0590739		07/27/2018	Machine screws, knife		\$17.52
	7057068		07/30/2018	Wet dry vacuum		\$107.42
	7014922		07/30/2018	Pliers and paint		\$15.11
	5033034		08/01/2018	Knife, gumout, drill bits, water cannon, hose		\$101.18
	4026746		08/02/2018	Sawzall blades		\$16.24
	4591492		08/02/2018	City Hall thermostat		\$28.46
	9174504		08/07/2018	Pots, fertilizer		\$57.90
				1000 - General Fund		\$2,357.78
				1311 - Wharf		\$17.00

Attachment: 8/10/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 10, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90291	08/10/2018	Open			HOSE SHOP	\$1,242.36
	Invoice		Date	Description		Amount
	408517		07/19/2018	Auto hose assemblies		\$108.30
	408808		07/30/2018	Engine work		\$1,134.06
90292	08/10/2018	Open			ICMA RETIREMENT TRUST 457	\$5,914.03
	Invoice		Date	Description		Amount
	41659210		08/03/2018	Employee 457 contributions PPE 7/28/18 1001 - Payroll Payables		\$5,914.03
90293	08/10/2018	Open			INTERSTATE BATTERY SYSTEM OF SAN JOSE INC	\$345.10
	Invoice		Date	Description		Amount
	50270929		07/16/2018	Auto batteries		\$345.10
90294	08/10/2018	Open			JEANI MITCHELL	\$89.70
	Invoice		Date	Description		Amount
	JM080118		08/01/2018	Instructor payment		\$89.70
90295	08/10/2018	Open			JOHANNA WEINSTEIN	\$358.80
	Invoice		Date	Description		Amount
	JW080118		07/20/2018	Instructor payment		\$358.80
90296	08/10/2018	Open			JOHNSON ROBERTS & ASSOCIATES INC.	\$60.00
	Invoice		Date	Description		Amount
	136523		07/24/2018	Personnel psychological evaluations		\$60.00
90297	08/10/2018	Open			KBA Docusys Inc.	\$54.29
	Invoice		Date	Description		Amount
	INV688596		07/17/2018	City Hall copier usage charges		\$34.09
	INV687224		07/13/2018	Community Center copier usage charges		\$20.20
				1000 - General Fund	\$20.20	
				2211 - ISF - Info Tech	\$34.09	
90298	08/10/2018	Open			KIMLEY HORN AND ASSOCIATES INC	\$8,415.07
	Invoice		Date	Description		Amount
	097763118-0618		08/07/2018	Traffic signal ACS construction assistance 1200 - Capital Improvement Fund		\$8,415.07
90299	08/10/2018	Open			LABORMAX STAFFING	\$2,986.08
	Invoice		Date	Description		Amount
	26-95769		08/03/2018	Seasonal labor		\$2,986.08
90300	08/10/2018	Open			LESLIE FELLOWS	\$630.00
	Invoice		Date	Description		Amount
	LF080618		08/06/2018	Sunday art & music coordinator		\$630.00

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City Checks Issued August 10, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90301	08/10/2018	Open			LLOYDS TIRE SERVICE	\$483.41
	Invoice		Date	Description		Amount
	348722		07/26/2018	2016 Ford F250 tires, balancing		\$483.41
90302	08/10/2018	Open			LLOYDS TIRE SERVICE	\$161.63
	Invoice		Date	Description		Amount
	312490		07/23/2018	2016 Explorer tire mounting and balancing		\$89.09
	312499		07/23/2018	Tire mounting and balancing		\$44.54
	312559		07/27/2018	2011 Tahoe flat repair		\$28.00
90303	08/10/2018	Open			MADELINE C HORN	\$1,170.00
	Invoice		Date	Description		Amount
	022		07/31/2018	July museum artifact cataloging		\$1,170.00
90304	08/10/2018	Open			MID COUNTY AUTO SUPPLY	\$574.33
	Invoice		Date	Description		Amount
	83692		07/19/2018	Impact sockets		\$47.59
	83401		07/17/2018	Batteries		\$5.00
	83818		07/20/2018	Auto supplies		\$21.55
	83908		07/20/2018	10 ton multi-power set		\$259.42
	83015		07/13/2018	Air filters		\$88.69
	84606		07/27/2018	Gauges		\$9.27
	84910		07/31/2018	Reflective tape kits		\$31.04
	85021		08/01/2018	Blades		\$17.34
	85492		08/04/2018	Auto supplies		\$3.13
	85601		08/06/2018	Auto paint		\$91.30
90305	08/10/2018	Open			MISSION LINEN SUPPLY	\$918.68
	Invoice		Date	Description		Amount
	507765751		07/11/2018	Shop towels, uniform cleaning		\$40.67
	507725880		07/04/2018	Linen service		\$121.42
	507765752		07/11/2018	Linen service		\$95.44
	507753271		07/09/2018	CPD mat service		\$51.57
	507798948		07/16/2018	Community Center mop and mat service		\$72.71
	507820329		07/18/2018	Linen service		\$121.42
	507875790		07/25/2018	Linen service		\$99.31
	507921831		08/01/2018	Shop linen service		\$40.67
	507875789		07/25/2018	Shop linen service		\$40.67
	507820328		07/18/2018	Shop linen service		\$40.67
	507904182		07/30/2018	Community center mats and mops		\$72.71
	507921832		08/01/2018	Linen service		\$121.42
90306	08/10/2018	Open			MISSION PRINTERS	\$46.92
	Invoice		Date	Description		Amount
	57361		07/16/2018	Assistant planner business cards		\$46.92
90307	08/10/2018	Open			O'REILLY AUTO PARTS	\$209.14

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City Checks Issued August 10, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
	Invoice		Date	Description		Amount
	2763-387619		07/25/2018	Oil and air filters		\$126.35
	2763-387762		07/26/2018	Air filters		\$61.45
	2763-387682		07/25/2018	Air filters		\$61.45
	2763-387761		07/26/2018	Return air filters		(\$61.45)
	2763-389292		08/02/2018	Dirt busters		\$21.34
90308	08/10/2018	Open			PALACE OFFICE SUPPLIES	\$67.62
	Invoice		Date	Description		Amount
	489527-0		07/31/2018	Paper reams, electric stapler 2210 - ISF - Stores Fund		\$67.62
90309	08/10/2018	Open			PAUL KENT	\$1,400.00
	Invoice		Date	Description		Amount
	KENT081518		08/10/2018	Twilight concert performance 8/15		\$1,400.00
90310	08/10/2018	Open			PRAXAIR DISTRIBUTION INC.	\$236.49
	Invoice		Date	Description		Amount
	84156108		07/22/2018	Acetylene rental		\$116.63
	83633416		06/21/2018	Acetylene rental		\$119.86
90311	08/10/2018	Open			ROYAL WHOLESALE ELECTRIC	\$182.77
	Invoice		Date	Description		Amount
	7719-632514		07/27/2018	LED Wall pack - Axford		\$169.72
	7719-632681		07/27/2018	Filler plate		\$3.15
	7719-630493		07/30/2018	Lights recycling fee		\$9.90
90312	08/10/2018	Open			SAN LORENZO LUMBER	\$1,653.38
	Invoice		Date	Description		Amount
	55-0370320		06/11/2018	Banner pole repair supplies		\$96.60
	55-0369070		06/06/2018	Wood - ADA ramp		\$288.56
	55-0369078		06/06/2018	Hardware		\$76.13
	55-0371811		06/15/2018	Wood		\$15.93
	55-0372518		06/18/2018	Supplies		\$24.40
	55-0374016		06/22/2018	Knife, sun glasses		\$34.16
	55-0372934		06/19/2018	Concrete		\$16.45
	55-0365748		06/07/2018	Padlocks (12)		\$174.63
	55-0377373		07/06/2018	Flume wood		\$15.45
	55-0377817		07/09/2018	Wood - City Hall		\$207.98
	55-0378149		07/10/2018	Wood		\$61.35
	55-0378170		07/10/2018	Building supplies City Hall		\$90.17
	55-0378494		07/11/2018	Wood		\$12.77
	55-0380222		07/17/2018	Tamper shank		\$67.38
	55-0380542		07/18/2018	Wood, gloves, hasp, cleanout, sunglasses - Cooper		\$232.19
	55-0383639		07/31/2018	Wood		\$82.07
	55-0383648		07/31/2018	Plumbing supplies		\$75.56
	55-0385521		08/07/2018	Wood		\$81.60
				1000 - General Fund	\$1,637.45	
				1311 - Wharf	\$15.93	

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City Checks Issued August 10, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90313	08/10/2018	Open			SANTA CRUZ COUNTY AUDITOR-CONTROLLER	\$14,477.00
	Invoice		Date	Description		Amount
	SCCAUD072018		08/02/2018	Citation processing		\$14,477.00
90314	08/10/2018	Open			SANTA CRUZ COUNTY G.S.D. WAREHOUSE	\$700.00
	Invoice		Date	Description		Amount
	SCC072318		07/23/2018	PD tires (4)		\$700.00
90315	08/10/2018	Open			SPRINT	\$3,979.08
	Invoice		Date	Description		Amount
	788070596-012		08/02/2018	July cell phone charges		\$3,979.08
90316	08/10/2018	Open			STATE STEEL COMPANY	\$321.03
	Invoice		Date	Description		Amount
	124677		07/18/2018	Steel		\$321.03
90317	08/10/2018	Open			T MOBILE	\$492.78
	Invoice		Date	Description		Amount
	947590665-201806		06/21/2018	June cell phone usage		\$492.78
90318	08/10/2018	Open			THE SKYLIGHT PLACE INC.	\$174.40
	Invoice		Date	Description		Amount
	19071A		07/26/2018	Glass		\$174.40
90319	08/10/2018	Open			TRACTOR SUPPLY COMPANY	\$501.03
	Invoice		Date	Description		Amount
	200177846		06/06/2018	Digital inverters		\$501.03
90320	08/10/2018	Open			US BANK PARS	\$4,039.55
	Invoice		Date	Description		Amount
	PARS080318		08/03/2018	PARS contributions PPE 7/28/18 1001 - Payroll Payables		\$4,039.55
90321	08/10/2018	Open			WENDY NOLAN	\$149.50
	Invoice		Date	Description		Amount
	WN080118		08/01/2018	Instructor payment		\$149.50
90322	08/10/2018	Open			ZUMAR INDUSTRIES INC.	\$911.45
	Invoice		Date	Description		Amount
	0178459		07/27/2018	Street signs 1310 - Gas Tax		\$911.45
90323	08/10/2018	Open			Charlie Bailey	\$659.00
	Invoice		Date	Description		Amount
	CB072718		07/27/2018	Junior guards regional competition lunches		\$659.00

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City Checks Issued August 10, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90324	08/10/2018	Open			Cliffwood Heights Christian Manor	\$500.00
	Invoice		Date	Description		Amount
	18-0262		07/30/2018	Tree deposit refund 875 Monterey Ave.		\$500.00
90325	08/10/2018	Open			Sandra Sandoval	\$500.00
	Invoice		Date	Description		Amount
	18-0226		07/30/2018	Tree deposit refund 2113 Francesco Circle		\$500.00
90326	08/10/2018	Open			ORCHARD SUPPLY HARDWARE	\$1,918.06
	Invoice		Date	Description		Amount
	036858		07/03/2018	Grinding wheels		\$20.66
	028398		07/09/2018	Jr. guard supplies		\$101.38
	036561		07/02/2018	Padlock comb		\$4.13
	029450		07/12/2018	Step ladder, reflective tread		\$42.42
	029427		07/12/2018	Washers		\$26.06
	038756		07/11/2018	Cleaner, fiber sponges		\$10.33
	044582		07/12/2018	Recreation light bulb		\$8.27
	036886		07/03/2018	Paper towel holder, jute twine, loctite		\$29.45
	037312		07/05/2018	Face shield		\$16.56
	037618		07/06/2018	Chain coil		\$9.29
	155679		07/09/2018	Batteries		\$43.46
	028438		07/09/2018	Sanding masks		\$77.63
	156046		07/10/2018	Joist hangers		\$5.69
	044811		07/13/2018	Nut drive, wrench, door stop, lock nuts		\$65.29
	039979		07/16/2018	Mini screw driver and grease		\$48.60
	052280		07/16/2018	Graffiti supplies		\$4.55
	157027		07/07/2018	Painting supplies		\$3.10
	042893		07/03/2018	Brace		\$5.48
	039020		07/12/2018	U posts and tie tape		\$39.24
	046274		07/20/2018	Batteries and sponges		\$21.71
	157857		07/23/2018	Batteries		\$11.38
	155781		07/09/2018	Construction stake		\$39.24
	038509		07/09/2018	Building supplies		\$90.02
	156421		07/12/2018	Marking paint, bucket, rollers		\$57.05
	039215		07/13/2018	Thermostat wire		\$1.01
	156976		07/16/2018	Painting supplies		\$4.55
	021324		07/18/2018	Gloves		\$43.47
	021314		07/18/2018	Turrent		\$9.31
	021663		07/19/2018	Hose, nozzle, pruners		\$66.24
	021666		07/19/2018	Batteries		\$22.76
	030659		07/19/2018	Vest, knife, sunglasses, respirator		\$77.62
	046111		07/19/2018	Spray bottles, cleaner, towels		\$33.20
	021970		07/20/2018	Bucket		\$1.65
	157918		07/23/2018	Batteries		\$16.56
	044170		07/10/2018	Paint		\$9.32
	030244		07/17/2018	Plants		\$34.12

Attachment: 8/10/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 10, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90326	(continued)				ORCHARD SUPPLY HARDWARE (continued)	
	023565		07/25/2018	Gloves - Cooper		\$10.34
	023569		07/25/2018	Gloves - Steve		\$12.42
	158105		07/26/2018	Village bathroom tools		\$146.38
	032441		07/26/2018	Paint rollers		\$10.34
	024051		07/26/2018	Paint, washers		\$57.09
	024088		07/26/2018	Painting supplies		\$98.57
	141191		07/23/2018	Return batteries		(\$13.45)
	025374		07/31/2018	Spray primer		\$9.29
	033497		07/30/2018	Auto paint		\$51.18
	030261		07/17/2018	Bark		\$12.40
	021967-2018		07/20/2018	Basin wrench		\$23.81
	022931		07/23/2018	Drain flusher		\$22.25
	157873		07/23/2018	Basin gasket		\$20.18
	032686		07/27/2018	Leakseal		\$31.03
	032700		07/27/2018	Loctite		\$18.61
	025306		07/31/2018	Caution tape		\$20.69
	025635		08/01/2018	Batteries		\$13.45
	026278		08/03/2018	Painting supplies - graffiti		\$25.77
	035318		08/06/2018	Cleaning supplies		\$77.14
	049768		08/07/2018	Handtruck and extension cords		\$134.58
	021739		07/19/2018	Parking meter supplies		\$35.19
Type Check Totals:						\$94,067.07
<u>EFT</u>						
643	08/08/2018	Open			CalPERS Member Services Division	\$49,171.63
	Invoice		Date	Description		Amount
	1001135376-79		08/08/2018	PERS contributions PPE 7/28/18		\$49,171.63
				1000 - General Fund	(\$0.23)	
				1001 - Payroll Payables	\$49,171.86	
644	08/06/2018	Open			STATE DISBURSEMENT UNIT	\$1,232.76
	Invoice		Date	Description		Amount
	7OFCO3L6657		08/06/2018	Employee garnishments PPE 7/28/18		\$1,232.76
				1001 - Payroll Payables		
645	08/08/2018	Open			EMPLOYMENT DEVELOPMENT DEPT	\$8,088.69
	Invoice			1 Description		Amount
	1-489-086-784		08/08/2018	State tax deposit PPE 7/28/18		\$8,088.69
				1001 - Payroll Payables		
646	08/07/2018	Open			INTERNAL REVENUE SERVICE	\$29,888.77
	Invoice		Date	Description		Amount
	81012618		08/07/2018	Federal tax and Medicare deposit PPE 7/28/18		\$29,888.77
				1001 - Payroll Payables		
Type EFT Totals:						\$88,381.85

Attachment: 8/10/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 10, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
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CITY - Main City Totals

	Counts:	Totals:
Checks	60	\$94,067.07
EFTs	4	\$88,381.85
All	64	\$182,448.92

WELLS - Payroll Totals

	Counts:	Totals:
Checks	5	\$2,333.58
EFTs	0	\$0.00
All	5	\$2,333.58

Grand Totals:

	Counts:	Totals:
Checks	65	\$96,400.65
EFTs	4	\$88,381.85
All	69	\$184,782.50

Attachment: 8/10/18 City Check Register (Approval of City Check Registers)

City main account checks dated August 17, 2018, numbered 90327 through 90409 and 4 EFTs, totaling \$344,143.13, plus 18 Payroll account checks and 118 EFTs, totaling \$216,104.09, for a grand total of \$560,247.22, have been reviewed and authorized for distribution by the City Manager.

As of August 17, 2018, the unaudited cash balance is \$3,007,026.01.

CASH POSITION - CITY OF CAPITOLA 8/17/18

	<u>Net Balance</u>
General Fund	(\$1,010,948.51)
Payroll Payables	\$178,335.68
Contingency Reserve Fund	\$2,036,345.66
Facilities Reserve Fund	\$415,694.63
Capital Improvement Fund	\$1,029,453.48
Stores Fund	\$31,053.14
Information Technology Fund	\$100,939.28
Equipment Replacement	\$155,164.77
Self-Insurance Liability Fund	(\$7,940.33)
Workers' Comp. Ins. Fund	\$131,641.79
Compensated Absences Fund	(\$52,713.58)
TOTAL UNASSIGNED GENERAL FUNDS	<u>\$3,007,026.01</u>

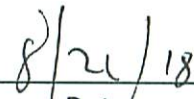
The Emergency Reserve Fund balance is \$1,344,205.54 (not included above).

The PERS Contingency Fund balance is \$815,855.98 (not included above).

The Library Fund balance is \$2,178,258.81 (not included above).



Jamie Goldstein, City Manager



Date



Peter Wilk, City Treasurer



Date

Attachment: 8/17/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 17, 2018

From Payment Date: 8/11/2018 - To Payment Date: 8/17/2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90327	08/16/2018	Reissue			PAUL KENT	\$1,400.00
	Invoice		Date	Description		Amount
	KENT081518		08/10/2018	Twilight concert performance 8/15		\$1,400.00
90328	08/17/2018	Open			ATCHISON BARISONE CONDOTTI & KOVACEVICH	\$27,838.04
	Invoice		Date	Description		Amount
	ABCK080618		08/08/2018	July legal services		\$27,838.04
90329	08/17/2018	Open			BATTERIES PLUS	\$102.35
	Invoice		Date	Description		Amount
	314-P3908848		07/23/2018	Batteries for PD radios		\$102.35
90330	08/17/2018	Open			BOWMAN & WILLIAMS INC.	\$942.50
	Invoice		Date	Description		Amount
	12728		08/10/2018	Rispin/Peery park engineering services 1200 - Capital Improvement Fund		\$942.50
90331	08/17/2018	Open			BRINKS AWARDS & SIGNS	\$906.88
	Invoice		Date	Description		Amount
	82333		08/09/2018	Junior guards session 2 awards		\$906.88
90332	08/17/2018	Open			BROWNELLS INC	\$697.52
	Invoice		Date	Description		Amount
	16079005.00		07/12/2018	PD gun sight and wrench		\$697.52
90333	08/17/2018	Open			CA DEPARTMENT OF JUSTICE	\$64.00
	Invoice		Date	Description		Amount
	318775		08/03/2018	Camp Capitola fingerprinting		\$64.00
90334	08/17/2018	Open			CALE AMERICA INC.	\$1,924.00
	Invoice		Date	Description		Amount
	150622		07/31/2018	July active meters		\$1,829.00
	150526		07/19/2018	Paystation programming		\$95.00
90335	08/17/2018	Open			CALIFORNIA BUILDING STANDARDS COMMISSION	\$188.10
	Invoice		Date	Description		Amount
	CBSC081018		08/10/2018	Building standards admin. quarterly fees		\$188.10
90336	08/17/2018	Open			CITY OF SANTA CRUZ	\$74,665.00
	Invoice		Date	Description		Amount
	034029		07/31/2018	July - September lifeguard services		\$74,665.00

Attachment: 8/17/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 17, 2018

From Payment Date: 8/11/2018 - To Payment Date: 8/17/2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90337	08/17/2018	Open			CIVINOMICS	\$1,176.00
	Invoice		Date	Description		Amount
	C080118		08/01/2018	Stormwater awareness survey		\$1,176.00
90338	08/17/2018	Open			CLEAN BUILDING MAINTENANCE CO.	\$3,719.13
	Invoice		Date	Description		Amount
	20326		07/31/2018	July janitorial services		\$3,719.13
				1000 - General Fund	\$3,453.63	
				1311 - Wharf	\$265.50	
90339	08/17/2018	Open			CODE PUBLISHING COMPANY INC.	\$1,970.15
	Invoice		Date	Description		Amount
	60975		08/13/2018	Municipal code annual web fees		\$1,270.00
	60974		08/13/2018	Muni code update		\$700.15
90340	08/17/2018	Open			COMMUNITY ACTION BOARD	\$2,839.37
	Invoice		Date	Description		Amount
	CAB072518		07/25/2018	May emergency housing admin and rent assistance		\$2,839.37
				5552 - Cap Hsg Succ- Program Income		
90341	08/17/2018	Open			COMPLETE MAILING SERVICE INC.	\$1,529.71
	Invoice		Date	Description		Amount
	3607R		08/03/2018	Recreation brochure mailing		\$1,529.71
90342	08/17/2018	Open			CRYSTAL SPRINGS WATER CO.	\$295.00
	Invoice		Date	Description		Amount
	CSW073118		07/31/2018	July drinking water		\$295.00
90343	08/17/2018	Open			DEPARTMENT OF PESTICIDE REGULATION	\$60.00
	Invoice		Date	Description		Amount
	DPR080818		08/08/2018	Renewal of pesticide application license - Franchi		\$60.00
90344	08/17/2018	Open			DUDEK	\$2,200.00
	Invoice		Date	Description		Amount
	20184223		07/16/2018	#18-0143 106 Sacramento Ave. archeologist report		\$2,200.00
90345	08/17/2018	Open			EWING IRRIGATION	\$61.87
	Invoice		Date	Description		Amount
	5920467		08/03/2018	Christy box lid		\$20.54
	5949885		08/08/2018	Bendaboard		\$41.33

Attachment: 8/17/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 17, 2018

From Payment Date: 8/11/2018 - To Payment Date: 8/17/2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90346	08/17/2018	Open			FERGUSON ENTERPRISES INC.	\$832.90
	Invoice		Date	Description		Amount
	6130373		08/03/2018	Plumbing supplies		\$381.78
	6159868		08/03/2018	Augers		\$30.56
	6159921		08/03/2018	Plumbing supplies		\$420.56
90347	08/17/2018	Open			FIRST SECURITY	\$315.00
	Invoice		Date	Description		Amount
	564527		07/20/2018	Jade St. park patrol services		\$315.00
90348	08/17/2018	Open			FIRST SECURITY	\$300.00
	Invoice		Date	Description		Amount
	566431		08/01/2018	Esplanade park foot patrol		\$300.00
90349	08/17/2018	Open			FRED C. BEYERS	\$273.00
	Invoice		Date	Description		Amount
	FB081018		08/10/2018	Softball Officials July 31 - Aug 10		\$273.00
90350	08/17/2018	Open			HdL Coren & Cone	\$645.00
	Invoice		Date	Description		Amount
	0025620-IN		08/02/2018	CAFR statistical reports package		\$645.00
90351	08/17/2018	Open			HUMBOLDT PETROLEUM LLC	\$6.50
	Invoice		Date	Description		Amount
	087658		07/31/2018	July carwash		\$6.50
90352	08/17/2018	Open			JACKIE YEUNG	\$1,194.38
	Invoice		Date	Description		Amount
	JY080218		08/02/2018	Education reimbursement		\$1,194.38
90353	08/17/2018	Open			JEANI MITCHELL	\$59.80
	Invoice		Date	Description		Amount
	JM080718		08/07/2018	Summer 2 Instructor Payments 2018		\$59.80
90354	08/17/2018	Open			JOHNSON ROBERTS & ASSOCIATES INC.	\$15.00
	Invoice		Date	Description		Amount
	136635		08/06/2018	Personnel psychological evaluation		\$15.00
90355	08/17/2018	Open			KARL HEEBNER	\$3,000.00
	Invoice		Date	Description		Amount
	102		08/15/2018	August twilight concerts audio engineer		\$3,000.00

Attachment: 8/17/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 17, 2018

From Payment Date: 8/11/2018 - To Payment Date: 8/17/2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90356	08/17/2018	Open			KBA Docusys Inc.	\$285.63
	Invoice		Date	Description		Amount
	INV693055		08/01/2018	Copier usage charges 2211 - ISF - Information Technology		\$285.63
90357	08/17/2018	Open			LABORMAX STAFFING	\$2,769.50
	Invoice		Date	Description		Amount
	26-96055		08/10/2018	Seasonal labor		\$2,769.50
90358	08/17/2018	Open			LAS ANIMAS CONCRETE	\$355.44
	Invoice		Date	Description		Amount
	137217		08/09/2018	Slurry 1310 - Gas Tax		\$355.44
90359	08/17/2018	Open			LORRAINE KINNAMON	\$59.80
	Invoice		Date	Description		Amount
	LK081318		08/13/2018	Summer 2 Instructor Payments 2018		\$29.90
	LK080718		08/07/2018	Summer 2 Instructor Payments 2018		\$29.90
90360	08/17/2018	Open			MACKAY METERS INC	\$464.84
	Invoice		Date	Description		Amount
	1051087		07/31/2018	July meter & credit card fees		\$464.84
90361	08/17/2018	Open			MAR-KEN K-9 TRAINING CENTER	\$240.00
	Invoice		Date	Description		Amount
	0275-18		07/20/2018	July 2018 K-9 training		\$240.00
90362	08/17/2018	Open			MASTER CLEANERS	\$779.04
	Invoice		Date	Description		Amount
	MC072618		07/26/2018	July uniform cleaning		\$779.04
90363	08/17/2018	Open			MILLER'S TRANSFER & STORAGE CO.	\$185.85
	Invoice		Date	Description		Amount
	90260		08/10/2018	August record storage and July warehouse handling		\$185.85
90364	08/17/2018	Voided	Incorrect Cu# 08/17/2018		MISSION PRINTERS	\$72.71
	Invoice		Date	Description		Amount
	507997509		08/13/2018	Recreation mats & mops		\$72.71
90365	08/17/2018	Open			MOFFATT AND NICHOL	\$39,773.25
	Invoice		Date	Description		Amount
	735712		08/13/2018	Flume & jetty sub-consultant permitting, CEQA review, eval. rpt. 1200 - Capital Improvement Fund		\$39,773.25

Attachment: 8/17/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 17, 2018

From Payment Date: 8/11/2018 - To Payment Date: 8/17/2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90366	08/17/2018	Open			MV TRANSPORTATION INC.	\$7,176.60
	Invoice		Date	Description		Amount
	94810		08/03/2018	July beach shuttle services		\$7,176.60
90367	08/17/2018	Open			PALACE OFFICE SUPPLIES	\$305.00
	Invoice		Date	Description		Amount
	489966-0		08/03/2018	Envelopes		\$6.53
	489947-0		08/03/2018	Coin bags, paper, pens		\$183.53
	9520127-0		08/09/2018	Notebook and pens		\$14.13
	490829-0		08/09/2018	Community Center supplies		\$66.24
	491300-0		08/10/2018	Yellow paper		\$34.57
				1000 - General Fund	\$270.43	
				2210 - ISF - Stores Fund	\$34.57	
90368	08/17/2018	Open			PERFORMANCE PAINTING CO.	\$654.00
	Invoice		Date	Description		Amount
	978649		08/10/2018	City Hall remodel painting service		\$654.00
				1025 - Facilities Reserve Fund		
90369	08/17/2018	Open			ROBERT SEELEY & ASSOCIATES	\$160.00
	Invoice		Date	Description		Amount
	2018-0024		08/01/2018	Parking citation admin. hearings		\$160.00
90370	08/17/2018	Open			SANTA CRUZ COUNTY ANTI CRIME TEAM	\$17,993.00
	Invoice		Date	Description		Amount
	2018-19CPD		07/30/2018	County anti-crime team support		\$17,993.00
90371	08/17/2018	Open			SANTA CRUZ COUNTY BANK	\$82,532.87
	Invoice		Date	Description		Amount
	SCCB071818		07/18/2018	Pacific Cove financing lease payment		\$82,532.87
				1420 - Pac Cove Lease Financing		
90372	08/17/2018	Open			SANTA CRUZ COUNTY INFORMATION SERVICES	\$633.68
	Invoice		Date	Description		Amount
	SCC073018		07/30/2018	August open query scan charges		\$633.68
90373	08/17/2018	Open			SANTA CRUZ MUNICIPAL UTILITIES	\$82.15
	Invoice		Date	Description		Amount
	SCMU071318		07/13/2018	Monthly water service for medians		\$82.15
90374	08/17/2018	Open			SANTA CRUZ OCCUPATIONAL MEDICAL CENTER	\$184.00
	Invoice		Date	Description		Amount
	I-21385		07/31/2018	New hire medical exam		\$184.00

Attachment: 8/17/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 17, 2018

From Payment Date: 8/11/2018 - To Payment Date: 8/17/2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90375	08/17/2018	Open			SANTA CRUZ SENTINEL	\$707.20
	Invoice		Date	Description		Amount
	0001139071		07/31/2018	July legal notices		\$707.20
				1000 - General Fund	\$432.00	
				1200 - Capital Improvement	\$275.20	
90376	08/17/2018	Open			SLOAN SAKAI YEUNG AND WONG LLP	\$3,134.64
	Invoice		Date	Description		Amount
	38457		07/31/2018	July labor negotiations		\$3,134.64
90377	08/17/2018	Open			SOQUEL CREEK WATER DISTRICT	\$18,453.97
	Invoice		Date	Description		Amount
	SCWD072718		07/27/2018	Monthly water usage and irrigation fees		\$18,453.97
				1000 - General Fund	\$17,549.08	
				1311 - Wharf	\$904.89	
90378	08/17/2018	Open			SPORT ABOUT GRAPHICS	\$1,897.13
	Invoice		Date	Description		Amount
	7751		08/14/2018	Junior guard shirts		\$1,509.24
	7752		08/14/2018	Camp Capitola camper shirts		\$387.89
90379	08/17/2018	Open			STAPLES ADVANTAGE	\$74.10
	Invoice		Date	Description		Amount
	8050712707		07/21/2018	Flash drives (5)		\$74.10
90380	08/17/2018	Open			THOMAS WIGGINS	\$1,400.00
	Invoice		Date	Description		Amount
	TW053018		05/30/2018	Twilight concert performance 8/22		\$1,400.00
90381	08/17/2018	Open			U.S. BANK EQUIPMENT FINANCE	\$288.85
	Invoice		Date	Description		Amount
	363527300		08/03/2018	PD copier lease		\$288.85
90382	08/17/2018	Open			U.S. BANK EQUIPMENT FINANCE	\$103.56
	Invoice		Date	Description		Amount
	363527169		08/03/2018	Recreation copier lease		\$103.56
90383	08/17/2018	Open			U.S. BANK EQUIPMENT FINANCE	\$481.80
	Invoice		Date	Description		Amount
	363527193		08/03/2018	Recreation and City Hall copier leases		\$481.80
				1000 - General Fund	\$25.00	
				2210 - ISF - Stores Fund	\$456.80	

Attachment: 8/17/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 17, 2018

From Payment Date: 8/11/2018 - To Payment Date: 8/17/2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90384	08/17/2018	Open			ULTRAMAX AMMUNITION	\$10,908.00
	Invoice		Date	Description		Amount
	168734		07/12/2018	Ammunition		\$10,908.00
90385	08/17/2018	Open			UNITED PARCEL SERVICE	\$37.54
	Invoice		Date	Description		Amount
	1259581073		07/23/2018	Parking meter customs duties/brokerage charges		\$37.54
90386	08/17/2018	Open			US BANK PARS	\$86.31
	Invoice		Date	Description		Amount
	PARS081318		08/09/2018	PARS contributions for manual paychecks 1001 - Payroll Payables		\$86.31
90387	08/17/2018	Open			WATCHGUARD VIDEO	\$18.41
	Invoice		Date	Description		Amount
	ACCINV0016016		07/17/2018	Slide latch		\$18.41
90388	08/17/2018	Open			WELLS FARGO BANK	\$7,822.49
	Invoice		Date	Description		Amount
	WF080318		08/03/2018	July credit card purchases		\$7,822.49
				Purchases over \$500 threshold:		
				Two computer monitors	\$590.76	
				Optiplex computers	\$4,304.40	
				1000 - General Fund	\$2,466.40	
				2211 - ISF - Info Tech	\$5,356.09	
90389	08/17/2018	Open			WESTERN EXTERMINATOR COMPANY	\$121.00
	Invoice		Date	Description		Amount
	6247605		07/31/2018	City Hall - rodent control		\$60.50
	6247606		07/31/2018	Turnouts - rodent control		\$60.50
90390	08/17/2018	Open			Akira Goff	\$80.00
	Invoice		Date	Description		Amount
	AG080918		08/09/2018	Camp Session 4 Jr Leaders		\$80.00
90391	08/17/2018	Open			Alyson Kosek	\$40.00
	Invoice		Date	Description		Amount
	AK080918		08/09/2018	Camp Session 4 Jr Leaders		\$40.00
90392	08/17/2018	Open			Anthony Gotti	\$247.05
	Invoice		Date	Description		Amount
	AG072618		07/26/2018	Fuel reimbursement junior guard competition		\$247.05

Attachment: 8/17/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 17, 2018

From Payment Date: 8/11/2018 - To Payment Date: 8/17/2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90393	08/17/2018	Open			Aranna McGlynn	\$96.00
	Invoice		Date	Description		Amount
	233123691		08/07/2018	Citation refund		\$96.00
90394	08/17/2018	Open			Central Coast Climate Collaborative	\$500.00
	Invoice		Date	Description		Amount
	4Cs081618		08/16/2018	Membership dues		\$500.00
				1314 - Green Building Education		
90395	08/17/2018	Open			Heather Grieves	\$154.06
	Invoice		Date	Description		Amount
	HG081318		08/09/2018	Camp supplies reimbursement		\$154.06
90396	08/17/2018	Open			Jacob Meschi	\$80.00
	Invoice		Date	Description		Amount
	JM080918		08/09/2018	Camp Session 4 Jr Leaders		\$80.00
90397	08/17/2018	Open			Jenny Olmos	\$400.00
	Invoice		Date	Description		Amount
	JO061318		06/13/2018	Art and Music at the Beach 8/19		\$400.00
90398	08/17/2018	Open			Julia Bollinger	\$80.00
	Invoice		Date	Description		Amount
	JB080918		08/09/2018	Camp Session 4 Jr Leaders		\$80.00
90399	08/17/2018	Open			Kelly Venosta	\$36.00
	Invoice		Date	Description		Amount
	222123968		08/07/2018	Citation refund		\$36.00
90400	08/17/2018	Open			Lucas Rawles	\$80.00
	Invoice		Date	Description		Amount
	LR080918		08/09/2018	Camp Session 4 Jr Leaders		\$80.00
90401	08/17/2018	Open			Morgyn Michelson	\$32.00
	Invoice		Date	Description		Amount
	MM080918		08/09/2018	Camp Session 4 Jr Leaders		\$32.00
90402	08/17/2018	Open			Raymond Lyons	\$96.00
	Invoice		Date	Description		Amount
	199126556		08/07/2018	Citation refund		\$96.00

Attachment: 8/17/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 17, 2018

From Payment Date: 8/11/2018 - To Payment Date: 8/17/2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90403	08/17/2018	Open			Reese Martinez	\$160.00
	Invoice		Date	Description		Amount
	RM080918		08/09/2018	Camp Session 4 Jr Leaders		\$160.00
90404	08/17/2018	Open			Robert or Heidi Henderson	\$36.00
	Invoice		Date	Description		Amount
	222124448		07/26/2018	Citation refund		\$36.00
90405	08/17/2018	Open			Sascha McCauly	\$80.00
	Invoice		Date	Description		Amount
	SM080918		08/09/2018	Camp Session 4 Jr Leaders		\$80.00
90406	08/17/2018	Open			Sevin Vargas	\$80.00
	Invoice		Date	Description		Amount
	SV080918		08/09/2018	Camp Session 4 Jr Leaders		\$80.00
90407	08/17/2018	Open			Tessa Ortiz	\$64.00
	Invoice		Date	Description		Amount
	TO080918		08/09/2018	Camp Session 4 Jr Leaders		\$64.00
90408	08/17/2018	Open			The Toll Roads Violation Department	\$6.49
	Invoice		Date	Description		Amount
	21239532		08/06/2018	Jr. guards toll evasion fee		\$6.49
90409	08/17/2018	Open			Theresa La Pierre	\$36.00
	Invoice		Date	Description		Amount
	233123740		08/06/2018	Citation refund		\$36.00
Type Check Totals:						\$331,847.16

Attachment: 8/17/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 17, 2018

From Payment Date: 8/11/2018 - To Payment Date: 8/17/2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
<u>EFT</u>						
647	08/03/2018	Open			ADP LLC	
	Invoice		Date	Description		Amount
	518589783		8/3/2018	Ez Labor processing charges		\$273.74
648	08/14/2018	Open			EMPLOYMENT DEVELOPMENT DEPT	\$2,790.80
	Invoice		Date	Description		Amount
	0-647-434-560		08/14/2018	State taxes for manual paychecks 1001 - Payroll Payables		\$2,790.80
649	08/14/2018	Open			INTERNAL REVENUE SERVICE	\$8,681.38
	Invoice		Date	Description		Amount
	24830346		08/14/2018	Federal tax & Medicare for manual paychecks 1001 - Payroll Payables		\$8,681.38
650	08/13/2018	Open			WELLS FARGO BANK	\$550.05
	Invoice		Date	Description		Amount
	WFAUG2018		08/13/2018	August client analysis charges		\$550.05
Type EFT Totals:						\$12,295.97

CITY - Main City Totals	Counts:	Totals:
Checks	83	\$331,847.16
EFTs	4	\$12,295.97
All	87	\$344,143.13
WELLS - Pavroll Totals		
Checks	18	\$34,118.13
EFTs	118	\$181,985.96
All	136	\$216,104.09
Grand Totals:		
Checks	101	\$365,965.29
EFTs	122	\$194,281.93
All	223	\$560,247.22

Attachment: 8/17/18 City Check Register (Approval of City Check Registers)

City main account checks dated August 24, 2018, numbered 90410 through 90465 and 3 EFTs, totaling \$143,458.47, plus 3 Payroll account checks, totaling \$1,573.29, for a grand total of \$145,031.76, have been reviewed and authorized for distribution by the City Manager.

As of August 24, 2018, the unaudited cash balance is \$3,468,445.51.

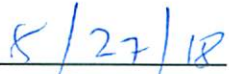
CASH POSITION - CITY OF CAPITOLA 8/24/18

	Net Balance
General Fund	(\$490,511.33)
Payroll Payables	\$122,090.89
Contingency Reserve Fund	\$2,036,345.66
Facilities Reserve Fund	\$415,694.63
Capital Improvement Fund	\$1,026,685.26
Stores Fund	\$31,053.14
Information Technology Fund	\$100,934.61
Equipment Replacement	\$155,164.77
Self-Insurance Liability Fund	(\$7,940.33)
Workers' Comp. Ins. Fund	\$131,641.79
Compensated Absences Fund	(\$52,713.58)
TOTAL UNASSIGNED GENERAL FUNDS	\$3,468,445.51

The Emergency Reserve Fund balance is \$1,344,205.54 (not included above).
The PERS Contingency Fund balance is \$815,855.98 (not included above).
The Library Fund balance is \$2,342,635.35 (not included above).



Jamie Goldstein, City Manager



Date



Peter Wilk, City Treasurer



Date

Attachment: 8/24/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 24, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90410	08/22/2018	Open	Reissue		FAMILY CYCLING CENTER	\$8,758.48
	Invoice		Date	Description		Amount
	613243		07/03/2018	Two PD bikes (BSCC grant)		\$8,758.48
90411	08/24/2018	Open			ADAMS ASHBY GROUP INC	\$950.00
	Invoice		Date	Description		Amount
	2355		08/01/2018	CDBG & HOME annual reports 1350 - CDBG Grants		\$950.00
90412	08/24/2018	Open			AMERICAN TRAFFIC SOLUTIONS INC.	\$32,061.75
	Invoice		Date	Description		Amount
	INV00027285		07/31/2018	January - June redlight revenue remittance		\$32,061.75
90413	08/24/2018	Open			AT&T	\$9.17
	Invoice		Date	Description		Amount
	ATT080118		08/01/2018	August monthly long distance charges		\$9.17
				1000 - General Fund	\$4.50	
				2211 - ISF - Info Tech	\$4.67	
90414	08/24/2018	Open			AVENU MUNISERVICES	\$1,304.32
	Invoice		Date	Description		Amount
	INV06-003529		08/20/2018	Quarterly STARS sales tax reports		\$1,304.32
90415	08/24/2018	Open			B & B SMALL ENGINE REPAIR	\$20.36
	Invoice		Date	Description		Amount
	403216		08/13/2018	Spark plugs		\$20.36
90416	08/24/2018	Open			CALIFORNIA COAST UNIFORM COMPANY	\$26.95
	Invoice		Date	Description		Amount
	6391		07/26/2018	Explorer pants		\$26.95
90417	08/24/2018	Open			CALIFORNIA LAW ENFORCEMENT ASSOCIATION	\$490.00
	Invoice		Date	Description		Amount
	CLEA082018		07/18/2018	August POA long term disability 1001 - Payroll Payables		\$490.00
90418	08/24/2018	Open			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,617.00
	Invoice		Date	Description		Amount
	POA081718		08/17/2018	POA dues PPE 8/11/17 1001 - Payroll Payables		\$1,617.00
90419	08/24/2018	Open			CASEY PRINTING	\$3,946.31
	Invoice		Date	Description		Amount
	36725011		08/03/2018	Fall brochure printing		\$3,946.31

Attachment: 8/24/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 24, 2018

Check Nubmer	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90420	08/24/2018	Open			CASNER EXTERMINATING INC.	\$1,200.00
	Invoice		Date	Description		Amount
	4836		07/17/2018	Electro gun treatment community center		\$1,200.00
90421	08/24/2018	Open			CENTRAL FIRE PROTECTION DISTRICT	\$120.00
	Invoice		Date	Description		Amount
	CFPD080918		08/09/2018	Corp yard annual fire inspection		\$120.00
90422	08/24/2018	Open			FAMILY CYCLING CENTER	\$551.82
	Invoice		Date	Description		Amount
	FCC071218		07/19/2018	PD bicycle lights & rear rack install, tune-up		\$145.00
	FCC082118		08/21/2018	BSCC grant helmets and locks		\$406.82
90423	08/24/2018	Open			FARWEST NURSERY	\$71.09
	Invoice		Date	Description		Amount
	025163		08/16/2018	Plants		\$71.09
90424	08/24/2018	Open			FERGUSON ENTERPRISES INC.	\$685.11
	Invoice		Date	Description		Amount
	6152712		07/27/2018	Hand sanitizer pump		\$6.50
	6152712-1		07/31/2018	Plumbing supplies		\$148.62
	6163142		08/08/2018	Acorn valves		\$516.15
	6167404		08/08/2018	Aquagreen sealant		\$90.77
	CM688113		08/08/2018	Returned plumbing supplies		(\$420.56)
	6162278		08/01/2018	Plumbing supplies		\$73.50
	6163281		08/02/2018	Faucet		\$270.13
90425	08/24/2018	Open			FIRST ALARM	\$215.16
	Invoice		Date	Description		Amount
	413027		08/15/2018	Community center quarterly monitoring		\$215.16
90426	08/24/2018	Open			FRED MENG AUDIO VISUAL SERVICES	\$800.00
	Invoice		Date	Description		Amount
	FMAVS082418		08/24/2018	Movies at the Beach projectionist services		\$800.00
90427	08/24/2018	Open			GARDAWORLD	\$199.87
	Invoice		Date	Description		Amount
	10417608		08/01/2018	Armored car service		\$191.97
	20318770		07/31/2018	Excess premise time armored car		\$7.90
90428	08/24/2018	Open			GAYLORD ARCHIVAL	\$334.25
	Invoice		Date	Description		Amount
	2552721		08/01/2018	Museum archive supplies		\$334.25

Attachment: 8/24/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 24, 2018

Check Nubmer	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90429	08/24/2018	Open			HUMBOLDT PETROLEUM LLC	\$13.00
	Invoice		Date	Description		Amount
	087693		08/15/2018	PD car washes		\$13.00
90430	08/24/2018	Open			ICMA RETIREMENT TRUST 457	\$5,911.38
	Invoice		Date	Description		Amount
	41667645		08/17/2018	457 contributions PPE 8/11/18 1001 - Payroll Payables		\$5,911.38
90431	08/24/2018	Open			InnerWorkings	\$1,330.30
	Invoice		Date	Description		Amount
	5083089-1		07/23/2018	Parking violation forms (1,000)		\$597.10
	5082253-1		07/03/2018	Parking violation forms (1,500)		\$733.20
90432	08/24/2018	Open			KIMLEY HORN AND ASSOCIATES INC	\$2,768.22
	Invoice		Date	Description		Amount
	11705654		07/31/2018	Park Ave sidewalk improvements		\$1,931.97
	11854347		07/31/2018	PG&E undergrounding coordination 1200 - Capital Improvement Fund		\$836.25
90433	08/24/2018	Open			LABORMAX STAFFING	\$3,228.90
	Invoice		Date	Description		Amount
	26-96340		08/17/2018	Seasonal labor		\$3,228.90
90434	08/24/2018	Open			LAFCO/LOCAL AGENCY FORMATION COMMISSION	\$7,376.73
	Invoice		Date	Description		Amount
	LAFCO18-19		08/13/2018	LAFCO FY18/19 fees		\$7,376.73
90435	08/24/2018	Open			LESLIE CHAVEZ	\$695.00
	Invoice		Date	Description		Amount
	12		08/23/2018	BIA website & consulting services		\$620.00
	LC080818		08/08/2018	Capitola village drone picture for website 1321 - BIA - Capitola Village-Wharf BIA		\$75.00
90436	08/24/2018	Open			MANPOWER	\$215.48
	Invoice		Date	Description		Amount
	33059305		08/12/2018	Temporary receptionist		\$215.48
90437	08/24/2018	Open			MAR-KEN K-9 TRAINING CENTER	\$240.00
	Invoice		Date	Description		Amount
	0290-18		08/14/2018	K-9 training		\$240.00

Attachment: 8/24/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 24, 2018

Check Nubmer	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90438	08/24/2018	Open			MAURA HERLIHY	\$751.95
	Invoice		Date	Description		Amount
	MH081518		08/15/2018	Education reimbursement		\$751.95
90439	08/24/2018	Open			PALACE OFFICE SUPPLIES	\$176.79
	Invoice		Date	Description		Amount
	491740-0		08/14/2018	Office supplies		\$47.46
	491498-0		08/13/2018	Office supplies		\$123.50
	9521800-0		08/14/2018	Labels		\$5.83
90440	08/24/2018	Open			PET PALS DISCOUNT PET SUPPLIES	\$373.54
	Invoice		Date	Description		Amount
	1973309		08/09/2018	Dog food		\$373.54
90441	08/24/2018	Open			PHIL ALLEGRI ELECTRIC INC.	\$210.00
	Invoice		Date	Description		Amount
	24322		07/31/2018	Charging station service		\$210.00
90442	08/24/2018	Open			PHOENIX GROUP INFORMATION SYSTEMS	\$4,194.09
	Invoice		Date	Description		Amount
	072018070		08/16/2018	July citation processing		\$4,194.09
90443	08/24/2018	Open			PK SAFETY SUPPLY	\$346.58
	Invoice		Date	Description		Amount
	365292		08/15/2018	Gloves, safety glasses & ear plugs		\$346.58
90444	08/24/2018	Open			PREFERRED BENEFIT INSURANCE ADMIN.	\$5,069.60
	Invoice		Date	Description		Amount
	EIA25307		08/01/2018	August dental & vision insurance		\$5,069.60
				1001 - Payroll Payables		
90445	08/24/2018	Open			RADAR SHOP	\$454.00
	Invoice		Date	Description		Amount
	11724		08/08/2018	Re-certified radar & lidar units		\$316.00
	11725		08/08/2018	Re-certified radar units (2)		\$138.00
90446	08/24/2018	Open			ROSS RECREATION EQUIP CO INC.	\$957.98
	Invoice		Date	Description		Amount
	l13418		08/13/2018	Jade St. park swing seats, chain, hardware		\$957.98

Attachment: 8/24/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 24, 2018

Check Nubmer	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90447	08/24/2018	Open			ROYAL WHOLESALE ELECTRIC	\$1,252.85
	Invoice		Date	Description		Amount
	7719-633048		08/06/2018	LED can lights		\$85.18
	7719-633387		08/14/2018	Sreetlight bulb		\$19.62
	7719-633392		08/14/2018	Photocontrol relay		\$14.45
	7719-633281		08/15/2018	LED streetlights (16)		\$1,133.60
90448	08/24/2018	Open			SIRCHIE	\$78.25
	Invoice		Date	Description		Amount
	0359484-IN		08/03/2018	Evidence supplies		\$78.25
90449	08/24/2018	Open			SOQUEL HEARING AID CENTER (THE LISTENING STACK)	\$125.34
	Invoice		Date	Description		Amount
	SHAC080918		08/09/2018	Radio adapter		\$125.34
90450	08/24/2018	Open			SOQUEL NURSERY GROWERS INC.	\$33.26
	Invoice		Date	Description		Amount
	345366		08/02/2018	Plants		\$33.26
90451	08/24/2018	Open			STAPLES ADVANTAGE	\$162.09
	Invoice		Date	Description		Amount
	8050891966		08/04/2018	Office supplies		\$162.09
90452	08/24/2018	Open			SUESS INSURANCE AGENCY INC.	\$1,041.00
	Invoice		Date	Description		Amount
	180866		08/16/2018	BIA directors & officers liability insurance 1321 - BIA - Capitola Village-Wharf BIA		\$1,041.00
90453	08/24/2018	Open			SUPPLYWORKS	\$2,734.34
	Invoice		Date	Description		Amount
	448122598		07/23/2018	Returned cleaning supplies		(\$238.97)
	448122606		07/23/2018	Cleaning supplies		\$238.97
	449100320		07/31/2018	Cleaning supplies		\$1,656.88
	450044607		08/07/2018	Returned hand soap		(\$98.47)
	450229273		08/08/2018	Returned hand soap		(\$49.24)
	450229281		08/08/2018	Cleaning supplies		\$1,225.17
90454	08/24/2018	Open			SWANK MOTION PICTURES INC.	\$1,278.00
	Invoice		Date	Description		Amount
	2553245		08/16/2018	Movies at the beach film rentals		\$1,278.00
90455	08/24/2018	Open			THE CLEANING MACHINE INC.	\$570.00
	Invoice		Date	Description		Amount
	6267		08/10/2018	Sidewalk cleaning		\$570.00

Attachment: 8/24/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 24, 2018

Check Nubmer	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90456	08/24/2018	Open			THE DIGBEATS	\$1,000.00
	Invoice		Date	Description		Amount
	TD053118		08/24/2018	Twilight Concert performance 8/29/18		\$1,000.00
90457	08/24/2018	Open			UNITED WAY OF SANTA CRUZ COUNTY	\$30.00
	Invoice		Date	Description		Amount
	UW081718		08/17/2018	August employee United Way contributions 1001 - Payroll Payables		\$30.00
90458	08/24/2018	Open			UPEC LIUNA LOCAL 792	\$1,302.00
	Invoice		Date	Description		Amount
	2164		08/03/2018	August UPEC dues 1001 - Payroll Payables		\$1,302.00
90459	08/24/2018	Open			US BANK PARS	\$3,542.05
	Invoice		Date	Description		Amount
	PARS081718		08/17/2018	PARS contributions PPE 8/11/18 and manual checks 1001 - Payroll Payables		\$3,542.05
90460	08/24/2018	Open			VISIT SANTA CRUZ COUNTY	\$2,622.50
	Invoice		Date	Description		Amount
	12270		08/15/2018	BIA travel guide display ad 1321 - BIA - Capitola Village-Wharf BIA		\$2,622.50
90461	08/24/2018	Open			ZUMAR INDUSTRIES INC.	\$656.38
	Invoice		Date	Description		Amount
	0178776		08/15/2018	"Don't trash the bay" & "No Dumping" signs		\$656.38
90462	08/24/2018	Open			California Adaptation Forum	\$350.00
	Invoice		Date	Description		Amount
	JB082018		08/20/2018	Discounted registration for CA Adaptation Forum		\$350.00
90463	08/24/2018	Open			Matthew Vella	\$39.00
	Invoice		Date	Description		Amount
	211125067		08/13/2018	Citation refund		\$39.00
90464	08/24/2018	Open			Natural Motion LLC	\$390.11
	Invoice		Date	Description		Amount
	354		08/06/2018	Summer softball shirts		\$390.11
90465	08/24/2018	Open			Neil Jorgensen	\$39.00
	Invoice		Date	Description		Amount
	211125690		08/13/2018	Citation refund		\$39.00
Type Check Totals:						\$104,921.35

Attachment: 8/24/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 24, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
<u>EFT</u>						
651	08/22/2018	Open			EMPLOYMENT DEVELOPMENT DEPT	\$8,013.37
	Invoice		Date	Description		Amount
	0-978-532-672		08/22/2018	State taxes PPE 8/11/18 & manual checks 1001 - Payroll Payables		\$8,013.37
652	08/22/2018	Open			INTERNAL REVENUE SERVICE	\$29,290.99
	Invoice		Date	Description		Amount
	20882334		08/22/2018	Federal taxes & Medicare PPE 8/11/18 & manual checks 1001 - Payroll Payables		\$29,290.99
653	08/20/2018	Open			STATE DISBURSEMENT UNIT	\$1,232.76
	Invoice		Date	Description		Amount
	810O8FD6657		08/20/2018	Employee garnishments PPE 8/11/18 1001 - Payroll Payables		\$1,232.76
Type EFT Totals:						\$38,537.12

CITY - Main City Totals	Counts:	Totals:
Checks	56	\$104,921.35
EFTs	3	\$38,537.12
All	59	\$143,458.47
WELLS - Payroll Totals		
Checks	3	\$1,573.29
EFTs	0	\$0.00
All	3	\$1,573.29
Grand Totals:		
Checks	59	\$106,494.64
EFTs	3	\$38,537.12
All	62	\$145,031.76

Attachment: 8/24/18 City Check Register (Approval of City Check Registers)

City main account checks dated August 31, 2018, numbered 90466 through 90510 and 5 EFTs, totaling \$176,982.53, plus 1 Library account check, totaling \$20.76, and 5 Payroll account checks and 86 EFTs, totaling \$155,110.64, for a grand total of \$332,113.93, have been reviewed and authorized for distribution by the City Manager.

As of August 31, 2018, the unaudited cash balance is \$3,198,720.38.

CASH POSITION - CITY OF CAPITOLA 8/31/18

	<u>Net Balance</u>
General Fund	(\$743,837.37)
Payroll Payables	\$160,626.28
Contingency Reserve Fund	\$2,036,345.66
Facilities Reserve Fund	\$415,694.63
Capital Improvement Fund	\$1,026,685.26
Stores Fund	\$29,032.15
Information Technology Fund	\$68,272.77
Equipment Replacement	\$134,913.12
Self-Insurance Liability Fund	(\$7,940.33)
Workers' Comp. Ins. Fund	\$131,641.79
Compensated Absences Fund	(\$52,713.58)
TOTAL UNASSIGNED GENERAL FUNDS	<u>\$3,198,720.38</u>

The Emergency Reserve Fund balance is \$1,344,205.54 (not included above).

The PERS Contingency Fund balance is \$815,855.98 (not included above).

The Library Fund balance is \$2,342,635.35 (not included above).



Jamie Goldstein, City Manager

8/31/18

Date



Peter Wilk, City Treasurer

9/11/18

Date

Attachment: 8/31/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 31, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90466	08/30/2018	Open			FAMILY CYCLING CENTER	\$8,758.48
	Invoice		Date	Description		Amount
	613243		07/03/2018	Two PD bikes (BSCC grant)		\$8,758.48
90467	08/31/2018	Open			4LEAF INC.	\$13,230.00
	Invoice		Date	Description		Amount
	J36041		08/10/2018	Interim building official services		\$13,230.00
90468	08/31/2018	Open			AMERICAN PLANNING ASSOCIATION	\$558.00
	Invoice		Date	Description		Amount
	201248-1871		07/25/2018	CD Director APA memberships		\$558.00
90469	08/31/2018	Open			APTOS LANDSCAPE SUPPLY INC.	\$149.73
	Invoice		Date	Description		Amount
	474061		08/27/2018	Mini bark		\$149.73
90470	08/31/2018	Open			AT&T/CALNET 3	\$1,964.72
	Invoice		Date	Description		Amount
	000011773572		08/13/2018	August T-1 access		\$1,964.72
90471	08/31/2018	Open			AT&T/CALNET 3	\$1,471.84
	Invoice		Date	Description		Amount
	000011772904		08/13/2018	August telephone service		\$1,471.84
				1000 - General Fund	\$1,140.59	
				2211 - ISF - Info Tech	\$331.25	
90472	08/31/2018	Open			AUTOMATION TEST ASSOCIATES	\$40.00
	Invoice		Date	Description		Amount
	46506		08/22/2018	August wharf meter reading		\$40.00
				1311 - Wharf		
90473	08/31/2018	Open			BIOBAG AMERICAS INC.	\$2,669.80
	Invoice		Date	Description		Amount
	458833		08/24/2018	Dog waste bags		\$2,669.80
90474	08/31/2018	Open			CENTRAL HOME SUPPLY	\$261.83
	Invoice		Date	Description		Amount
	41638		08/21/2018	Gold pathway fines		\$261.83
90475	08/31/2018	Open			CLASSIFIED SOUND	\$750.00
	Invoice		Date	Description		Amount
	180718-25-0829c		05/28/2018	Twilight concert PA system services 8/29		\$750.00

Attachment: 8/31/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 31, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90476	08/31/2018	Open			DIXON AND SON INC.	\$626.18
	Invoice		Date	Description		Amount
	214774		08/27/2018	Sweeper flat repair and tire 1310 - Gas Tax		\$626.18
90477	08/31/2018	Open			ECS IMAGING INC.	\$3,980.80
	Invoice		Date	Description		Amount
	13383		08/09/2018	Laserfiche licenses, support 2211 - ISF - Information Technology		\$3,980.80
90478	08/31/2018	Open			eFolder Inc.	\$125.00
	Invoice		Date	Description		Amount
	INV00150018		07/31/2018	July record storage fee 2211 - ISF - Information Technology		\$125.00
90479	08/31/2018	Open			EWING IRRIGATION	\$128.88
	Invoice		Date	Description		Amount
	6011664		08/17/2018	Irrigation supplies		\$128.88
90480	08/31/2018	Open			FEDERAL EXPRESS	\$28.80
	Invoice		Date	Description		Amount
	6-279-17417a		08/17/2018	Recreation shipping charges		\$28.80
90481	08/31/2018	Open			FedEx Freight	\$129.00
	Invoice		Date	Description		Amount
	4165153193		08/16/2018	Sweeper parts freight 1310 - Gas Tax		\$129.00
90482	08/31/2018	Open			FIRST SECURITY	\$300.00
	Invoice		Date	Description		Amount
	566937		08/22/2018	September Esplanade patrol service		\$300.00
90483	08/31/2018	Open			FLYERS ENERGY LLC	\$6,242.47
	Invoice		Date	Description		Amount
	18-740753		08/03/2018	165 gallons diesel		\$639.34
	18-740751		08/03/2018	76 gallons ethanol		\$1,794.61
	18-749387		08/16/2018	180 gallons diesel		\$691.29
	18-749386		08/16/2018	435 gallons ethanol		\$1,635.55
	18-743964		08/09/2018	393 gallons ethanol		\$1,481.68
90484	08/31/2018	Open			FRED C. BEYERS	\$312.00
	Invoice		Date	Description		Amount
	FB082418		08/24/2018	Softball Officials 8/13 - 8/24/18		\$312.00

Attachment: 8/31/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 31, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90485	08/31/2018	Open			HOSE SHOP	\$28.60
	Invoice		Date	Description		Amount
	409065		08/08/2018	Adapter		\$28.60
90486	08/31/2018	Open			HOUSING AUTHORITY OF THE COUNTY OF SANTA CRUZ	\$1,050.00
	Invoice		Date	Description		Amount
	19-1 CSD		08/15/2018	July security deposit assistance & income eligibility fee 5552 - Cap Hsg Succ- Program Income		\$1,050.00
90487	08/31/2018	Open			HUB INTERNATIONAL	\$68.18
	Invoice		Date	Description		Amount
	HUB082018		08/05/2018	Family softball event insurance		\$68.18
90488	08/31/2018	Open			JOHANNA WEINSTEIN	\$338.00
	Invoice		Date	Description		Amount
	JW082718		08/27/2018	Early fall instructor payment 2018		\$338.00
90489	08/31/2018	Open			KBA Docusys Inc.	\$47.90
	Invoice		Date	Description		Amount
	INV697912		08/14/2018	Community Center copier charges		\$30.93
	INV700335		08/22/2018	City Hall copier charges		\$16.97
				1000 - General Fund	\$30.93	
				2211 - ISF - Info Tech	\$16.97	
90490	08/31/2018	Open			LABORMAX STAFFING	\$3,452.04
	Invoice		Date	Description		Amount
	26-96645		08/24/2018	Seasonal labor		\$3,452.04
90491	08/31/2018	Open			LEO MORENO	\$18.50
	Invoice		Date	Description		Amount
	LM082718		08/27/2018	Medicare reimbursement from retro-workers comp claim		\$18.50
90492	08/31/2018	Open			MISSION PRINTERS	\$46.92
	Invoice		Date	Description		Amount
	57579		08/23/2018	Building official business cards		\$46.92
90493	08/31/2018	Open			NORTH BAY FORD	\$101.46
	Invoice		Date	Description		Amount
	268155		08/20/2018	Bell cranks, latches		\$101.46

Attachment: 8/31/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 31, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90494	08/31/2018	Open			O'REILLY AUTO PARTS	\$179.21
	Invoice		Date	Description		Amount
	2763-387618		07/25/2018	Diesel exhaust fluid		\$58.82
	2763-390546		08/07/2018	Dirt busters		\$21.34
	2763-390525		08/07/2018	Auto spray paint		\$99.05
90495	08/31/2018	Open			OLIVE SPRINGS QUARRY INC.	\$189.39
	Invoice		Date	Description		Amount
	116110		08/06/2018	Asphalt		\$61.82
	116347		08/20/2018	Asphalt and oil		\$127.57
				1310 - Gas Tax		
90496	08/31/2018	Open			PACIFIC GAS & ELECTRIC	\$16,353.39
	Invoice		Date	Description		Amount
	PGE081718-acct9		08/17/2018	Monthly utilities		\$15,724.89
	PGE082018-acct5		08/20/2018	Pac cove parking lot utilities		\$618.64
	PGE081718-acct0		08/17/2018	Wharf Road Rispin Mansion utilities		\$9.86
				1000 - General Fund	\$5,757.79	
				1300 - SLESF - Supl Law	\$120.52	
				1310 - Gas Tax	\$7,648.14	
				1311 - Wharf	\$2,826.94	
90497	08/31/2018	Open			PALACE OFFICE SUPPLIES	\$26.05
	Invoice		Date	Description		Amount
	492590-0		08/21/2018	Building official nameplates		\$26.05
90498	08/31/2018	Open			PHIL ALLEGRI ELECTRIC INC.	\$1,770.00
	Invoice		Date	Description		Amount
	24386		07/31/2018	Install street light Capitola/Stockton Ave.		\$1,770.00
90499	08/31/2018	Open			PITNEY BOWES	\$2,020.99
	Invoice		Date	Description		Amount
	PB081918		08/19/2018	City Hall postage machine refill		\$2,020.99
				2210 - ISF - Stores Fund		
90500	08/31/2018	Open			PRAXAIR DISTRIBUTION INC.	\$119.86
	Invoice		Date	Description		Amount
	84671556		08/21/2018	Acetylene rental		\$119.86

Attachment: 8/31/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 31, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90501	08/31/2018	Open			ROBERT IVERS	\$310.00
	Invoice		Date	Description		Amount
	4768		08/01/2018	2007 Alliance 3000 sweeper opacity test		\$77.50
	4769		08/01/2018	2013 Global sweeper opacity test		\$77.50
	4767		08/01/2018	2008 Ford F450 opacity test		\$77.50
	4770		08/01/2018	1991 Ford F800 opacity test		\$77.50
				1000 - General Fund	\$155.00	
				1310 - Gas Tax	\$155.00	
90502	08/31/2018	Open			ROYAL WHOLESALE ELECTRIC	\$283.38
	Invoice		Date	Description		Amount
	7719-633608		08/20/2018	Mog socket - street lights		\$85.02
	7719-633611		08/20/2018	Filler plate and lamp head		\$154.88
	7719-633783		08/22/2018	Village palm tree light parts		\$43.48
90503	08/31/2018	Open			S&S WORLDWIDE INC.	\$194.93
	Invoice		Date	Description		Amount
	10412904		08/17/2018	Camp supplies & games		\$194.93
90504	08/31/2018	Open			SANTA CRUZ COUNTY INFORMATION SERVICES	\$20,956.64
	Invoice		Date	Description		Amount
	RadioShop0618		07/11/2018	Quarterly radio shop equipment charges, PD comm. tower labor		\$20,956.64
				1000 - General Fund	\$704.99	
				2212 - ISF - Equipment	\$20,251.65	
90505	08/31/2018	Open			SCC Regional Transportation Commission	\$557.07
	Invoice		Date	Description		Amount
	083		04/09/2018	Lease #194279 annual payment		\$557.07
90506	08/31/2018	Open			SUPPLYWORKS	\$1,879.92
	Invoice		Date	Description		Amount
	451515266		08/17/2018	Cleaning supplies		\$1,879.92
90507	08/31/2018	Open			TRANSPORTATION ALLIANCE BANK INC.	\$1,431.42
	Invoice		Date	Description		Amount
	645976		08/21/2018	Sweeper cables		\$596.56
	645691		08/03/2018	GB set for sweeper		\$810.32
	646002		08/22/2018	Sweeper spring		\$24.54
				1310 - Gas Tax		

Attachment: 8/31/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 31, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
90508	08/31/2018	Open			TYLER TECHNOLOGIES	\$27,933.69
	Invoice		Date	Description		Amount
	045-220445		03/30/2018	Credit for New World hosted service delay		(\$2,026.31)
	045-234699		08/01/2018	Annual financial management software expense		\$29,960.00
				2211 - ISF - Information Technology		
90509	08/31/2018	Open			UNITED STATES POSTAL SERVICE	\$4,792.90
	Invoice		Date	Description		Amount
	CMS3642		08/17/2018	Late Fall brochure postage		\$4,792.90
90510	08/31/2018	Open			Don Ramie	\$25.00
	Invoice		Date	Description		Amount
	3652		08/25/2018	Web formatting of walking tour map		\$25.00
Type Check Totals:						\$125,902.97
<u>EFT</u>						
654	08/27/2018	Open			CalPERS Member Services Division	\$49,234.08
	Invoice		Date	Description		Amount
	1001147616-9		08/27/2018	PERS contributions PPE 8/11/18		\$49,234.08
				1000 - General Fund	(\$0.20)	
				1001 - Payroll Payables	\$49,234.28	
655	08/27/2018	Open			CalPERS Member Services Division	\$36.35
	Invoice		Date	Description		Amount
	100000015365011		08/27/2018	PERS retro-pay contribution PPE 7/28/18		\$36.35
				1001 - Payroll Payables		
656	08/29/2018	Open			CalPERS Fiscal Services Division	\$1,400.00
	Invoice		Date	Description		Amount
	100000015402762		08/18/2018	GASB 68 reports		\$1,400.00
657	08/31/2018	Open			ADP LLC	\$274.13
	Invoice		Date	Description		Amount
	520106510		08/31/2018	EZ Labor processing charges		\$274.13
				2211 - ISF - Information Technology		
658	08/25/2018	Open			DISCOVERY BENEFITS	\$135.00
	Invoice		Date	Description		Amount
	0000906844-IN		08/25/2018	July COBRA and FSA administration		\$135.00
Type EFT Totals:						\$51,079.56

Attachment: 8/31/18 City Check Register (Approval of City Check Registers)

City Checks Issued August 31, 2018

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
Library - Library						
<u>Check</u>						
76	08/31/2018	Open			FEDERAL EXPRESS	\$20.76
	Invoice		Date	Description		Amount
	6-279-17417b		08/17/2018	Library construction contract shipping charges		\$20.76
				1360 - Library Fund		
Type Check Totals:						\$20.76

	Counts:	Totals:
CITY - Main City Totals		
Checks	45	\$125,902.97
EFTs	5	\$51,079.56
All	50	\$176,982.53
Library - Library Totals		
Checks	1	\$20.76
EFTs	0	\$0.00
All	1	\$20.76
WELLS - Payroll Totals		
Checks	5	\$4,277.57
EFTs	86	\$150,833.07
All	91	\$155,110.64
Grand Totals:		
Checks	51	\$130,201.30
EFTs	91	\$201,912.63
All	142	\$332,113.93

Attachment: 8/31/18 City Check Register (Approval of City Check Registers)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF SEPTEMBER 27, 2018

FROM: Finance Department

SUBJECT: Capitola Village and Wharf Business Improvement Area Budget Amendment

RECOMMENDED ACTION: Approve a budget amendment for the Capitola Village and Wharf Business Improvement Area Fiscal Year 2018-19 budget increasing expenditures to use approximately \$12,000 of the fund balance.

BACKGROUND: On June 14, 2018, the City Council adopted Resolution No. 4114 Confirming the Fiscal Year (FY) 2018/19 Capitola Village and Wharf Business Improvement Area Assessments and Adopting the Annual Plan and FY 2018/19 Capitola Village Wharf & Business Improvement Association (CVWBIA) Budget. The adopted FY 2018/19 CVWBIA budget is balanced as revenues are equal to expenditures in the amount of \$74,750. The CVWBIA fund had a beginning balance of approximately \$22,000 and the CVWBIA Board is requesting to amend the FY 2018/19 budget and utilize a portion of the existing fund balance.

DISCUSSION: The original FY 2018/19 budget submitted by the CVWBIA did not include spending any fund balance as the amount was uncertain at the time the budget was prepared. The FY 2018/19 beginning fund balance is approximately \$22,000 and the CVWBIA Board is requesting to encumber a portion of these funds for additional marketing services.

The CVWBIA Board received a proposal from Yellow Bus Advertising, a Capitola advertising firm, for \$14,000 to provide marketing services to attract visitors to Capitola Village during the fall and winter seasons. In order to enter into an agreement with Yellow Bus, the CVWBIA Board has proposed amending the FY 2018/19 budget to use \$12,377 of the existing fund balance.

If approved, staff estimates that the CVWBIA will have an ending fund balance of approximately \$9,800 which is \$1,800 greater than the amount estimated in the adopted FY 2018/19 budget.

FISCAL IMPACT: There is no fiscal impact to the City. All administrative costs for billing and collections incurred by the City are reimbursed by the CVWBIA.

ATTACHMENTS:

1. CVWBIA Revised Budget

Report Prepared By: Jim Malberg

CVWBIA Budget Amendment
September 27, 2018

Finance Director

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

9/21/2018

Capitola Village & Wharf Business Improvement Association
Revenues and Expenditures
Revised Budget

	Budget	Revised	
	2018/2019	Budget	Difference
	2018/2019	2018/2019	Difference
Opening Fund Balance 6/30/18	\$ 8,000	\$ 22,241	\$ 14,241
REVENUE			
Revenue - Assessment	\$ 60,000	\$ 60,000	\$ -
Revenue - Trade Certificates	\$ 13,000	\$ 13,000	\$ -
Revenue Associate MembrAssessment	\$ 1,450	\$ 1,450	\$ -
Late Charges	\$ 150	\$ 150	\$ -
Revenue - LIAF Interest	\$ 150	\$ 150	\$ -
Miscellaneous Revenue	\$ -	\$ -	\$ -
Total Revenue	\$ 74,750	\$ 74,750	\$ -
EXPENDITURES			
Chamber Services	\$ 3,000	\$ 3,000	\$ -
Ambassador	\$ 5,250	\$ 6,500	\$ 1,250
CDS Direct Distribution	\$ -	\$ 1,830	\$ 1,830
Communications Manager	\$ 5,250	\$ 6,500	\$ 1,250
City Billing & Collection	\$ 4,200	\$ 4,200	\$ -
VSC TV Partnership	\$ 7,680	\$ -	\$ (7,680)
VSC Travel Guide	\$ -	\$ 2,623	\$ 2,623
VSC Map	\$ -	\$ 450	\$ 450
Doubtfull Accounts	\$ 3,000	\$ 3,000	\$ -
Trade Certificates Used	\$ 13,000	\$ 13,000	\$ -
Holiday _ Advertising	\$ -	\$ 1,500	\$ 1,500
Holiday - Events	\$ 6,500	\$ 5,000	\$ (1,500)
Holiday Trees	\$ -	\$ 1,200	\$ 1,200
Insurance	\$ 1,100	\$ 2,500	\$ 1,400
Light Pole Banners	\$ -	\$ 2,000	\$ 2,000
Welcome Baskets	\$ -	\$ 400	\$ 400
Logo Branding	\$ -	\$ -	\$ -
Monterey Travel Magizine	\$ -	\$ 600	\$ 600
City - Public Works	\$ 3,000	\$ 3,000	\$ -
Miscellaneous Print	\$ 12,200	\$ 1,000	\$ (11,200)
Print Explore	\$ -	\$ 1,000	\$ 1,000
Print Google Ads	\$ -	\$ -	\$ -
Print San Francisco Guide	\$ -	\$ -	\$ -
Print Summer Magazine	0	\$ 600	\$ 600
Print Directories Printing	\$ 4,454	\$ 2,624	\$ (1,830)
Office Supplies	\$ 400	\$ 400	\$ -
Renewal	\$ 3,800	\$ 800	\$ (3,000)
Social Media Boast	\$ -	\$ 2,400	\$ 2,400
Sip & Strol - Cookie Walk	\$ -	\$ -	\$ -
Unanticipated Events	\$ 916	\$ -	\$ (916)
Website Management	\$ 1,000	\$ 1,000	\$ -
Yellow Bus Market Identification	\$ -	\$ 20,000	\$ 20,000
Total Expenditures	\$ 74,750	\$ 87,127	\$ 12,377
Ending Fund Balance 6/30/19	\$ 8,000	\$ 9,864	\$ 1,864

Attachment: CVWBIA Revised Budget (CVWBIA Budget Amendment)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF SEPTEMBER 27, 2018

FROM: Community Development

SUBJECT: Consider an Appeal of the Planning Commission's Approval of a Design Permit, Variance, and Coastal Development Permit for Application #18-0184, 205 Magellan

RECOMMENDED ACTION: Uphold the Planning Commission's decision to approve the project as conditioned.

BACKGROUND: The Planning Commission considered an application on July 19, 2018, for a Design Permit, Coastal Development Permit, and variance for an addition to an existing single-story, single-family home at 205 Magellan Street within the R-1 (Single-Family Residential) zoning district. The Planning Commission approved the application in a three-two vote.

On September 1, 2018, the City received an appeal from the adjacent property owner at 201 Magellan Street.

DISCUSSION: The application includes an interior and exterior remodel and additions, including: a new two-car garage, a second-story addition with a rear deck, and a new covered front porch. The proposed project would add a total of 1,221 square feet of floor area to the structure. The proposed addition conforms to the development standards of the R-1 zoning district.

R-1 (Single-Family Residential) Development Standards

Development Standards		
Building Height		
R-1 Regulation	Existing	Proposed
25 ft.	15 ft. 7 in.	23 ft. 3 in.
Floor Area Ratio (FAR)		
Lot Size	6,273 sq. ft.	
Maximum Floor Area Ratio	48% (Max 3,011 sq. ft.)	
Floor Area	Existing	Proposed
First Story Floor Area	1,773 sq. ft.	2,282 sq. ft.
Second Story Floor Area	N/A	712 sq. ft.
Covered porch and second story deck. Up to 150 sq. ft. of covered porch or second story deck is exempt from floor area.	0 sq. ft. (16 sq. ft. covered porch - 150 sq. ft.)	0 sq. ft. (57 sq. ft. covered porch + 88 sq. ft.)

Appeal of 205 Magellan
September 27, 2018

			exception)	2 nd story deck - 150 sq. ft. exception)
TOTAL FAR			1,773 sq. ft. (28.3%)	2,994 sq. ft. (47.7%)
Yards	R-1 Regulation		Existing	Proposed
Front Yard 1st Story	15 ft.		20 ft.	20 ft.
Front Yard 2nd Story & Garage	20 ft.		N/A 2 nd story 45 ft. garage	20 ft. 2 nd story 20 ft. garage
Side Yard 1st Story	10% lot width	Lot width: 62 ft. 5 in. 6 ft. 2 in. min.	6 ft. south side 4 ft. 11 in. north side Existing Nonconforming	6 ft. south side 4 ft. 11 in. north side Existing Nonconforming
Side Yard 2nd Story	15% of width	Lot width: 62 ft. 5 in. 9 ft. 4 in. min	N/A	11 ft.
Rear Yard 1st Story	20% of lot depth	Lot depth: 100 ft. 20 ft. min.	34 ft.	34 ft.
Rear Yard 2nd Story	20% of lot depth	Lot depth: 100 ft. 20 ft. min	N/A	32 ft.
Encroachments (list all)			Existing nonconforming side setbacks	Existing nonconforming side setbacks
Parking				
	Required		Proposed	
Residential (from <u>2,601</u> up to <u>4,000</u> sq. ft.)	4 spaces total 1 covered, 3 uncovered		4 spaces total 2 covered, 2 uncovered	
Underground Utilities: required with 25% increase in area			Yes. Required.	

The existing structure is nonconforming because the existing garage encroaches approximately 13 inches into the side setback. The project is subject to Capitola Municipal Code (CMC) §17.72.070 for permissible structural alterations to non-conforming structures, that states "if the cost of the total work of the improvements involved exceeds 80 percent of the present fair market value of the structure, then the proposed structural alterations may not be made." For the proposed project, the proposed structural changes are 99.5 percent of the value of the existing structure and exceed the permissible limit (Attachment 6). The applicant requested a variance to the 80 percent permissible structural alteration limit for nonconforming structures. At the meeting on July 19, 2018, the Planning Commission approved the variance.

On September 1, 2018, the City received one appeal of the Planning Commission decision from Terri Sterling, owner of the adjacent property at 201 Magellan Street (Attachment 1). The appeal by the neighboring property owner lists concerns with the second-story window height, the second-story rear deck, fire safety, and the basis for the variance.

Appeal of 205 Magellan
September 27, 2018

Second-Story Window Height: The appellant identified concerns with the second-story window height. The appellant requested the second-story window height be at least five feet six inches from the finished floor to protect the privacy of the neighboring back yard. As proposed, the second-story windows are four feet nine inches from the finished floor. The wall of the second-story addition is located 11 feet from the side property line.

Second-Story Rear Deck: The appellant identified concerns with the second-story rear deck. The proposal includes a 56-square-foot (three feet six inches by 16 feet two inches) second-story rear deck that would be located 11 feet from the side property line and 32 feet from the rear property line. The appellant cited concerns about noise and second-story rear decks being a problem in residential areas.

The Capitola Municipal Code allows second-story rear decks as long as they comply with the required setbacks and floor area and are approved by Planning Commission in a design permit application. Within the list of design permit considerations of §17.63.090, consideration D relating to site layout states “The orientation and location of buildings, decks or balconies, and open spaces in relation to the physical characteristics of the site, the character of the neighborhood, and the appearance and harmony of the buildings with adjacent development such that privacy of adjacent properties is maintained.” Second-story decks are a common topic of discussion at Architectural and Site Review Committee meetings and Planning Commission meetings with respect to the privacy of neighboring properties. The topic was discussed at length during the July 19 Planning Commission meeting. Ultimately, the Planning Commission approved the design with the deck and added a condition of approval that the second-story rear deck may never be extended.

Attachment 8 is a list of elevated decks in the Cliffwood Heights neighborhood. Elevated rear decks in this neighborhood include “one-and-one-half-story” decks located approximately five to six feet above backyards, and second-story decks approximately 11 feet above the backyards. There are two one-and-one-half-story rear decks on multi-level residences at 158 and 212 Magellan Street, as well as eight more throughout the Cliffwood Heights neighborhood. There are also 13 second-story rear decks in the Cliffwood Heights neighborhood. In addition, in 2000, a design permit for an addition that included a small second-story rear deck was approved at the property adjacent to the applicant’s site at 201 Magellan Street. That second-story addition with the deck was never built.

Fire Safety: The appellant expressed fire safety concerns related to the appellant’s chimney being lower than the proposed second-story addition. Building Official Robin Woodman reviewed the project and determined that, based on the clearances described in both the California Residential Code and the California Mechanical Code, the appellant’s chimney being lower than the proposed second-story addition is not an issue (Attachment 7).

Basis for Variance: The appellant identified concerns about the basis for the variance.

Section 17.66.090 of the Capitola Municipal Code states that the Planning Commission may grant a variance permit when it finds:

- A. *That because of special circumstances applicable to subject property, including size, shape, topography, location or surroundings, the strict application of this title is found to deprive subject property of privileges enjoyed by other properties in the vicinity and under identical zone classification;*
- B. *That the grant of a variance permit would not constitute a grant of special privilege inconsistent with the limitations upon other properties in the vicinity and zone in which*

Appeal of 205 Magellan
September 27, 2018

subject property is situated.

In regard to special circumstances, the parcels on Magellan Street are large by Capitola standards, with most of them being 6,000 square feet or greater. The permissible floor area of a home increases as parcel size increases. Based on geographic information system (GIS) imagery and accessor parcel number maps, all of the single-family homes located on Magellan Street require between six- and seven-foot side yard setbacks, and all of the homes appear to be non-conforming due to a portion of the home being located within the setback area (Attachment 5). This is a result of the development standards being different at the time the structures were built. Although there are not special circumstances applicable to the property, it is unique that the entire street is nonconforming in terms of side-yard setbacks. An encroachment in the side yard is a privilege enjoyed by other properties in the vicinity and under identical zoning classification.

The Planning Commission also made the finding that the grant of a variance permit would not constitute a grant of special privilege inconsistent with the limitations upon other properties in the vicinity and zone in which the subject property is situated. All of the properties along Magellan Street are zoned R-1 and have nonconforming encroachments into the side yard setbacks.

Also of note is that a variance to allow a new encroachment into a side yard setbacks was approved for 129 Cabrillo Street in 1986 based on the fact that it “would not constitute a grant of special privilege inconsistent with the limitations upon other properties in the vicinity and zone and which the subject property is situated.” In that case, the Planning Commission allowed an addition to be built into the required setback. In this application, however, the applicant is asking for a variance to exceed the permissible structural alteration limit and keep the nonconforming garage wall in its current location four feet 11 inches from the property line. The proposed additions conform to the required setbacks and the structure stays under the maximum floor area ratio for the parcel.

In response to the privacy concerns in the appeal, the applicant has included two amendments to the plans: (1) two feet of lattice will be added to the top of the six-foot side yard fence and (2) a fast-growing shrub such as pittosporum will be planted along the side yard fence in the section between the plum tree and the rear hedge at 201 Magellan Street.

FISCAL IMPACT: None.

ATTACHMENTS:

1. 205 Magellan Street - Appeal Application Packet - Sterling
2. 205 Magellan Street - Full Plan Set - 09.17.2018
3. 205 Magellan Street - PC Staff Report - 07.19.2018
4. 205 Magellan Street - Conditions of Approval - Final with PC Changes
5. 205 Magellan Street - Nonconforming Side Setbacks
6. 205 Magellan Street - Nonconforming Calculation
7. 205 Magellan Street - Fire Safety Letter from Building Official - 09.10.2018
8. 205 Magellan Street - Existing Cliffwood Heights Decks and Windows
9. 205 Magellan Street - Harway Appeal Response Packet

Report Prepared By: Matt Orbach
Assistant Planner

Appeal of 205 Magellan
September 27, 2018

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

9/21/2018



CITY OF CAPITOLA
APPEAL APPLICATION FORM

TYPE OF APPEAL (check one)

- Administrative - Staff Determination
Planning Commission Decision
Code Enforcement Action
Building Code Interpretation
Coastal Appeal

APPEAL FEE

\$516 + 5% IT Fee
\$516 + 5% IT Fee
\$516 + 5% IT Fee
\$516 + 5% IT Fee
\$0

APPELLANT INFORMATION

Name: Terrie STERLING
Address: 124 Pebble Beach Dr Aptos CA 95003
201 Magellan St City Capitola Zip
Phone: 831-662-8417
Email: terrie9@comcast.net

APPEAL INFORMATION

Project Address: 205 Magellan St
Property Owner: Scott Harway
Application Number: #18-0184

REASONS FOR APPEAL

Please note the reasons and grounds for your appeal. Attach additional pages as necessary.

Please see attached pages in regards to taking away my property without due process of law. Thank you.
Will there be enough fire safety for this proposed remodel - being that my fire chimney is lower than the proposed second story addition

SIGNATURE Terrie Sterling - OWNER DATE 8/1/18

Attachment: 205 Magellan Street - Appeal Application Packet - Sterling (Appeal of 205 Magellan)

August 1, 2018

To the Capitola City Council Members,

I appreciate that you are here to serve us.

This letter is to appeal the proposed remodel at 205 Magellan St. I respectfully request you reconsider and reject the proposed building application #18-0184. Further review should be considered based on the opinions of two Capitola Council members who voted against this project, Ed Newman (Real Estate Attorney in Capitola) and Susan Westman (member of Vision Capitola and past interim community development director). Mr. Newman voted against the application because he was unable to find the legal basis for the requested variance. Ms. Westman agreed with my assessment of noise being a problem on the second story rear deck, finding such rear deck issues to typically be a problem in the residential areas. Neither Mr. Newman nor Ms. Westman are the homeowners who will be next to this remodel. I am the owner of 201 Magellan St, and they see the same things I see with the illegal variance and noise/privacy problematic issue.

I oppose the remodel's rear open air deck and the addition of windows to the south side second story. These windows will be all along the patio side of my property. Placed at 4ft 9 inches high (people are easily taller than 4ft 9inches), these proposed second story windows will allow my yard to be observed and carry down noise. My backyard conversations will be heard as they peer into my L shaped outdoor living space, and sound carries. I am not aware of any plans to protect my reasonable expectations of privacy within my home.

There is no legal basis for the requested variance. Side walkways between our homes will only be 4ft 11 inches. Applicable law requires 6 ft setbacks. The property will double in size.

This remodel will impact my home value and take away my privacy and right to a noise free experience. For the past 34 years, I have been a homeowner in this community and I am trying to protect my interest. These are my concerns. I wish to be protected. They are asking for a variance of an existing primarily single story neighborhood in which I purchased a home 34 years ago. They are asking for me to deny this remodel's impact to my privacy and noise problems and taking away my outdoor living. I resist this unwelcomed impact.

I request this proposed building application for 205 Magellan St #18-0184 be reconsidered and rejected.

Thank you, Terrie Sterling

July 18, 2018

To Whom it May Concern,

My name is Terrie Sterling and I am the homeowner at 201 Magellan Street, Capitola. I am writing to express my great concern and dismay regarding the building application for 205 Magellan Street #18-0184. As the homeowner of a single level home sitting adjacent to the proposed first and second story addition, I have some real concerns when it comes to privacy and noise.

The drawings of the newly constructed home appear to show windows along the side of my property and a rear open air deck. I would like to know what measures have been put in place to protect my privacy. Second level sliding doors and sliding opening windows --even high windows, will not only be able to peer into my yard, but the sound will carry from them and I will not get any privacy. My backyard conversations will be heard by them upstairs. Their noise will carry down to my property. This is an unpleasant concern for me. When the homeowner is using the rear deck they will be able to look directly onto my property and noise levels will increase due to the fact they are now above my property.

The home at 205 Magellan currently has a back deck added to their single level home and when they are enjoying this deck it easily looks into my property. The plum tree I have planted for privacy there is getting so large, it will need to be removed soon. And they can chose to trim it at any time on their side, which is what they do to my front hedge. What can be done to protect my privacy? Is the homeowner planning on planting high privacy trees, hedges or lattices? What can be done to provide noise privacy? Has the City of Capitola's Planning Department addressed these types of issues in the permit or application process?

Additionally this neighbor has a 30 or 40 foot motor home parked alongside my property. I have planted a hedge to act as a screen, but they seem to cut it so closely to the fence and do not allow it to thicken. This shows me their lack of concern for how their property impacts mine. Furthermore, where will this unsightly motor home now be stored? In front of my home? In front of theirs so their guests will need to park in front of my home?

I am not available to attend the Thursday night meeting at the City to speak, but would like my voice heard on this matter. I will be impacted greatly by this remodel. Please let me know who I may speak with and how I go about making an appointment prior to a final vote on this building application.

Thank you.

Sincerely,

Terrie Sterling

Terrie9@comcast.net

831-662-8417

July 26, 2018

Dear Ed Newman and Susan Westman,

I wish to introduce myself. I am Terrie Sterling and for the past 34 years have owned and loved the property at 201 Magellan Street in Capitola.

I am writing in regards to the proposed addition to the home next door at 205 Magellan St. I was saddened when I had found that it passed with a vote 3-2 on July 19, 2018. I am reaching out to the council members who voted against this project. I wish to thank you and am curious to why you voted against it and if my letter made a difference to you. The two story plan will overpower mine, create a noise and privacy nuisance and affect my home's value. I need to have a voice.

I wonder if there was no variance change allowed, would a 2 story McMansion remodel be passed? I know the City of Capitola voted against a Mc mansion type Mc Donald's being built on 41st Ave. Therefore could we keep the integrity and character of my neighborhood on Magellan?

Is this remodel and encroachment to my home really compatible with this little neighborhood and its character?

I wish to appeal this decision in order to have more discussion on whether the size variance should be allowed, my home being overpowered by noise and privacy and overbuilding in a neighborhood of small and narrow lots. Could we look more at the issue of my rights from privacy and noise intrusion, property value as a longtime homeowner in the City of Capitola?

You certainly had some concerns to have voted against the project. Could we discuss a bit more?

Thank you.

Sincerely, Terrie Sterling

Terrie9@comcast.net

831-662-8417

Terrie Sterling

From: Edward Newman <edward@capitolalawfirm.com>
Sent: Saturday, July 28, 2018 8:12 PM
To: 'Terrie Sterling'
Subject: RE: More conversation desired

Ms. Sterling,

I received your messages. Although other Planning Commissioners operate differently, I as a matter of practice limit my communications with applicants or interested parties to the public hearing. I will say that in this case I voted against the application because I was unable to find the legal basis for the variance requested.

Edward W. Newman
331 Capitola Ave., Suite K
Capitola, CA 95010
831-476-6622 – voice
831-476-1422 – fax
Edward@capitolalawfirm.com

From: Terrie Sterling [mailto:terrie9@comcast.net]
Sent: Thursday, July 26, 2018 4:02 PM
To: planningcommission@ci.capitola.ca.us
Cc: terrie9@comcast.net
Subject: FW: More conversation desired

Subject: More conversation desired

Please forward this to Capitola board members Ed Newman and Susan Westman for their review/response.
Thank you, Terrie Sterling
Terrie9@comcast.net
831-662-8417

This email has been checked for viruses by AVG antivirus software.
www.avg.com

Attachment: 205 Magellan Street - Appeal Application Packet - Sterling (Appeal of 205 Magellan)

Terrie Sterling

From: Susan Westman <susan@bestwestman.com>
Sent: Sunday, July 29, 2018 10:33 AM
To: Terrie Sterling
Subject: Re: More conversation desired

Good Morning Terrie,

I am traveling in Wyoming and I don't have internet access most of the time. We are actually in a gas station for a few minutes so here is a brief answer to your question. I only voted against the project because it has a second story rear deck and I find those to be in problem in residential areas. Second floor decks are many times a privacy and noise problem for the neighbors. The rest of the design was acceptable to me. Hope this helps you out. I will return to the civilized world on August 7 if you need more information. You can watch the video of the meeting if you need more details. Susan Westman

On Jul 27, 2018, at 12:49 PM, Terrie Sterling <terrie9@comcast.net> wrote:

Subject: More conversation desired

Please forward this to Capitola board members Ed Newman and Susan Westman for their review/response.

Thank you, Terrie Sterling

Terrie9@comcast.net

831-662-8417



This email has been checked for viruses by AVG antivirus software.

www.avg.com

<Appeal 1.docx><July 18.docx>

Attachment: 205 Magellan Street - Appeal Application Packet - Sterling (Appeal of 205 Magellan)

GENERAL NOTES

- The code editions to be followed:

California Building Code	2016 Edition	California Building Code	2016 Edition
California Electrical Code	2016 Edition	California Mechanical Code	2016 Edition
California Energy Standards	2016 Edition	California Green Building Standards Code	2016 Edition
California Residential Code	2016 Edition	California Fire Code	2016 Edition
- Hold down devices must be secured in place prior to foundation inspection.
- Fasteries in preservative-treated wood (anchor bolts, nails, screws, etc.) shall be of an approved silicon bronze or copper, stainless steel or hot-dipped zinc coated steel.
- Foundation sills shall be a naturally durable wood or a preservative-treated wood.
- Anchor bolts shall be a minimum of 1/2 inch diameter in SDC D and 5/8 inch minimum diameter in SDC E.
- Anchor bolts shall be embedded a minimum of 7 inches into foundation.
- Anchor bolts shall not be spaced more than 8 feet apart in SDC D and no more than 4 feet apart in SDC E.
- There shall be a minimum of 2 bolts per sill piece with one bolt not located more than 12 inches or not less than 4 inches of each end of the sill piece.
- Washers for anchor bolts shall be a minimum of 8 inches by 8 inches by 0.229 inch thick. Steel plate washers may be used.
- Minimum compression strength of concrete shall be 2,500 psi.
- Reinforcing steel to be a minimum of ASTM A615 Grade 40.
- Framing lumber shall be Douglas Fir #2 (unless noted otherwise).
- Wall framing shall comply with CBC Table 2308.11.
- Nailing shall be in compliance with CBC Table 2304.9.1.
- Foundation vents to be 4" x 4" @ 8'-0" o.c. max (not applicable with TNO).
- Block or double paneled air walls. Blocking at 8'-0" o.c. max (not applicable with TNO).
- Attic and foundation venting shall be a minimum of 1/150 of the area to be vented.
- Smoke detectors and carbon monoxide alarms in new structures shall receive their primary power from the house primary wiring and shall have a battery backup.
- Egress requirements for sleeping rooms:
 - Min. net clear operable dimension of 24" in height.
 - Min. net clear operable dimension of 20" in width.
 - Min. net clear operable dimension of 5.7 square feet.
 - Minimum distance to floor is 44".
- Joists and other openings in the building envelope that are potential sources of air leakage shall be caulked, gasketed, weather-stripped or otherwise sealed to limit infiltration and exfiltration.
- The first 1" of hot and cold water pipes from the storage tank from non-recirculating systems shall be thermally insulated with a minimum of 1" (75%) thick insulation for hot (cold) water pipes with a diameter of less than or equal to 2" or 1.5" for hot (cold) water pipes with a diameter of greater than 2" and conform to Cal Energy Code 190.10.12.
- The builder/contractor shall provide the owner and County Building Department a copy of the CF-48 Installation Certificate at the time of inspection.
- Air ducts installed under a floor in a crawl space shall be installed so as to maintain a vertical clearance of 18" for all portions of the duct that would obstruct access to any part of the crawl space.
- Shower compartments and walls above bathtubs with installed shower heads shall be finished with a smooth, non-slip surface to a height of not less than 72" above finish floor. Ceramic tile is to be installed over fiberglas or cementitious backer board.
- The maximum hot water temperature discharging from the bathtub, shower and whirlpool bathtub filler shall be limited to 120 degrees Fahrenheit. The water heater thermostat shall not be considered a control for the meaning of this provision.
- Plumbing fixtures are required to meet the following maximum flow rates: shower heads 2.0 gpm @ 80 psi; kitchen faucet 1.8 gpm @ 80 psi; lavatory faucets 1.2 gpm @ 80 psi and water closets 1.28 gallons per flush.
- The shower valve shall be a pressure balance type, thermostatic mixing type or a combination pressure balance/thermostatic mixing type.
- Fiberglass-reinforced aramid/ceramic backer board, glass mat gypsum backer of fiber-reinforced gypsum backer in compliance with ASTM C 1208, C 1252, C 1279 or C 1279 respectively and installed in accordance with manufacturer's recommendations shall be used as backer for wall tile in tub and shower areas and wall panels in shower areas (ICC E702.4.2).
- Concrete tile surfaces shall be installed in accordance with ANSI A108.1, A108.4 through A108.6, A108.11, A108.1, A108.3, A108.1, and A108.1 (ICC E702.4.1).
- The water outlet and tailpiece for the shower shall be a minimum 2" in diameter.

FIRE DEPARTMENT NOTES - (SPRINKLED)

- These plans are in compliance with the 2016 California Fire and Building Codes and with applicable National Fire Protection Association Standard 1FD and district amendments.
- This building is SLS, Type I-A, and Sprinkled.
- A public fire hydrant is within 200 feet of any portion of the building meeting the minimum required fire flow.
- The required available fire flow on this property is 1,000 gallons per minute for 120 minutes.
- Before construction begins, temporary or permanent address numbers shall be posted. Permanent numbers must be posted prior to final inspection. Address numbers shall be posted on property so as to be clearly visible from the road. Address numbers must be in "Arabic" (1,2,3, etc.), not "Roman" (I,II,etc.) or written out in words. Address numbers shall be a minimum of 4" tall, with wide stroke, and posted on a contrasting background.
- Roof construction shall be Class B (min. 1) as defined by Uniform Building Code Standard 15-2.
- There shall be a minimum of 500 foot clearance maintained with non-combustible vegetation around all structures.
- All dead-end access roads in excess of 150 feet in length shall be provided with an approved turn-around of fire apparatus.
- Electric gates shall be provided with a latched switch meeting fire department specifications. Gate entrance shall be at least the width of traffic lane, but in no case less than 12 feet in width. Unobstructed vertical clearance shall not be less than 18 feet.
- The installer of an approved spark arrester shall be placed on top of the chimney. Wire mesh not to exceed 1/4 inch. (When adding a new fireplace or wood stove).
- All requirements of the Single Family Dwelling Guide must be met.
- Smoke detectors are required in all sleeping rooms and in hallways outside of sleeping rooms within 10 feet of sleeping room doors.
- All buildings shall be equipped with an automatic sprinkler system complying with the latest edition of NFPA 13D currently adopted in Chapter 10 of the California Building Code.
- Fire alarm fire switch shall be wired to kitchen refrigerator circuit. Any deviations require fire dept. approval.
- A 72 hour minimum notice is required prior to any inspection and/or test.
- The sprinkler installer shall submit three (3) sets of plans and calculations for the automatic sprinkler system to the fire agency for approval.
- The copies of the building and fire system plans and permits must be on site during construction.
- All underground piping systems shall comply with the County Standard PFD-006 and shall require plan submittal and permit approval prior to installation. The standard is available at the Santa Cruz Fire Marshall's Office.
- An UNDERGROUND FIRE PROTECTION SYSTEM WORKING DRAWING must be prepared by the design/installer. The plan shall comply with the UNDERGROUND FIRE PROTECTION SYSTEM INSTALLATION POLICY HANDBOOK. Underground plan submittal and permit will be issued to a Class C-16 or owner/builder - no exceptions.
- The driveway/access road shall be in place prior to any framing construction, or construction will be stopped.

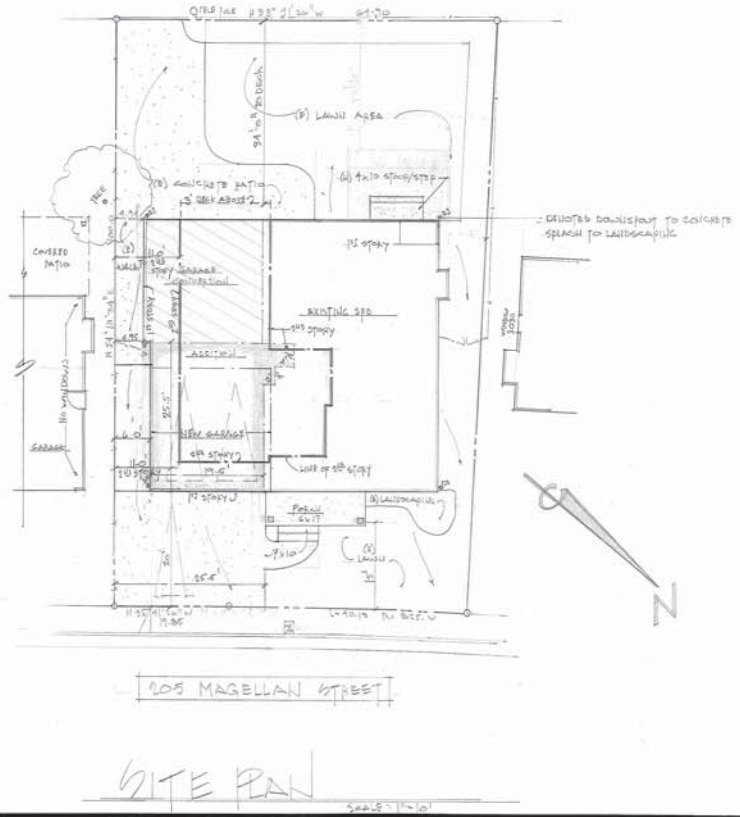
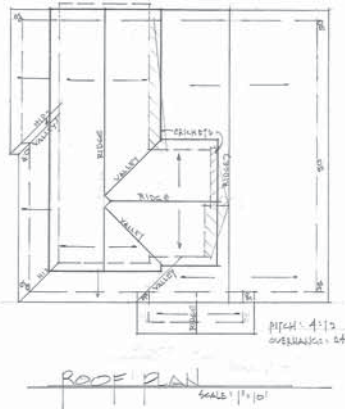
OWNER: Scott & Minnie Harway
205 Magellan Street
Capitola, CA 95010

PROJECT DATA:

A.P.N. 056 - 192 - 15
Zoning R-1
Occupancy Group R-3
Construction Type V-R/U
Parcel Size 6,273 sq. ft. (Assessor)
Lot Coverage 2,522 sq. ft. (40%)
Existing Residence 1,287 sq. ft.
Proposed Garage Conversion 462 sq. ft.
Proposed Addition 726 sq. ft.
Total Heated Area 2477 sq. ft.
Proposed Garage 441 sq. ft.
Proposed Covered Porch 80 sq. ft.
Proposed Deck 47 sq. ft.
Area of Remodel 1,287 sq. ft.

SCOPE OF WORK:

Convert 462 sq. ft. garage to a master suite and laundry room.
Add 726 sq. ft. at lower level for stair way and dining room.
Add 441 sq. ft. second story for a game room.
Add an 80 sq. ft. covered front porch.
Add a 47 sq. ft. upper level deck.
Remodel 1,287 sq. ft. of existing residence.



REVISIONS	BY

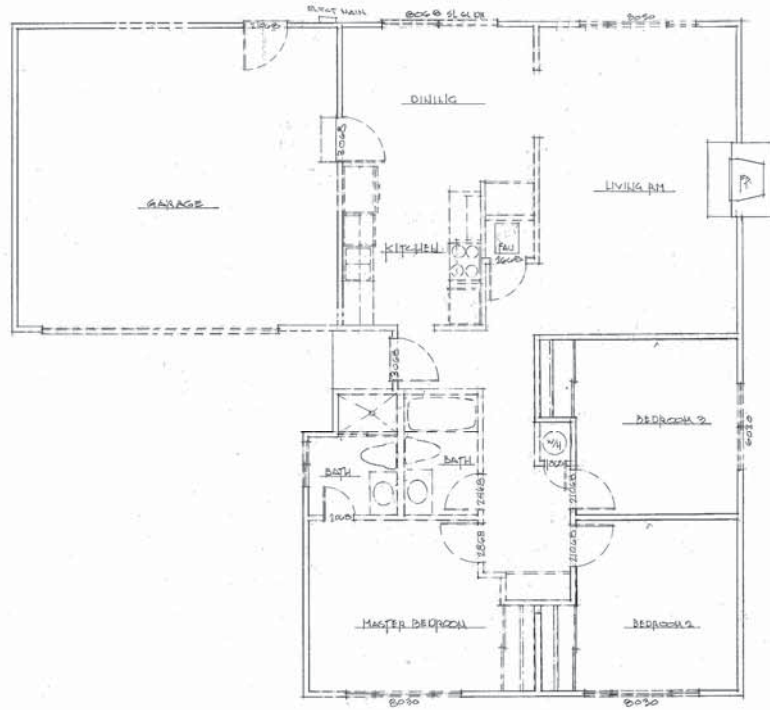
ROBIN ALAGA
250 Fleming Hill Lane, Capitola, CA 95026
Phone: (831) 724-4994 Call: (831) 419-4979
e-mail: robin@robinalaga.com

HARWAY ADDITION
Scott & Minnie Harway 831-588-4575
205 Magellan Street Capitola, CA 95010
A.P.N. 056 - 192 - 15

DRAWN	CHECKED
RB	RB
DATE	DATE
17-SEP-2018	17-SEP-2018
SCALE	SCALE
1/4" = 1'-0"	1/4" = 1'-0"
JOB NO.	JOB NO.
17-01	17-01
SHEET	SHEET
1	1
OF	OF
1	1

LEGEND
 ———— EXISTING WALL
 - - - - - WALL/FIXTURE TO BE REMOVED

SQUARE FOOTAGE
 HEATED AREA: 1287 sq. ft.
 GARAGE: 469 sq. ft.
 FIREPLACE: 10 sq. ft.
 COVERED PORCH: 16 sq. ft.



EXISTING/DEMO PLAN
 SCALE: 1/4" = 1'-0"

REVISIONS	BY

HARWAY ADDITION
 Scott & Mimmie Harway 851.588.4575
 205 Magellan Street, Capitola, CA 95010
 A.P.N. 036 - 192 - 13

DRAWN: Robin
 CHECKED: [Signature]
 DATE: 11-17-18
 SCALE: 1/4" = 1'-0"
 JOB NO: [Blank]
 SHEET: 2 OF 11

ROBIN ALAGA
 200 Irving Hill Lane
 Capitola, CA 95026
 P/N: (831) 724-4994 • Cell: (831) 449-4999
 robin@rfaid.com

SQUARE FOOTAGE

EXISTING RESIDENCE: 1007 SF
 GARAGE CONVERSION: 402 SF
 PROPOSED ADDITION: 70 SF

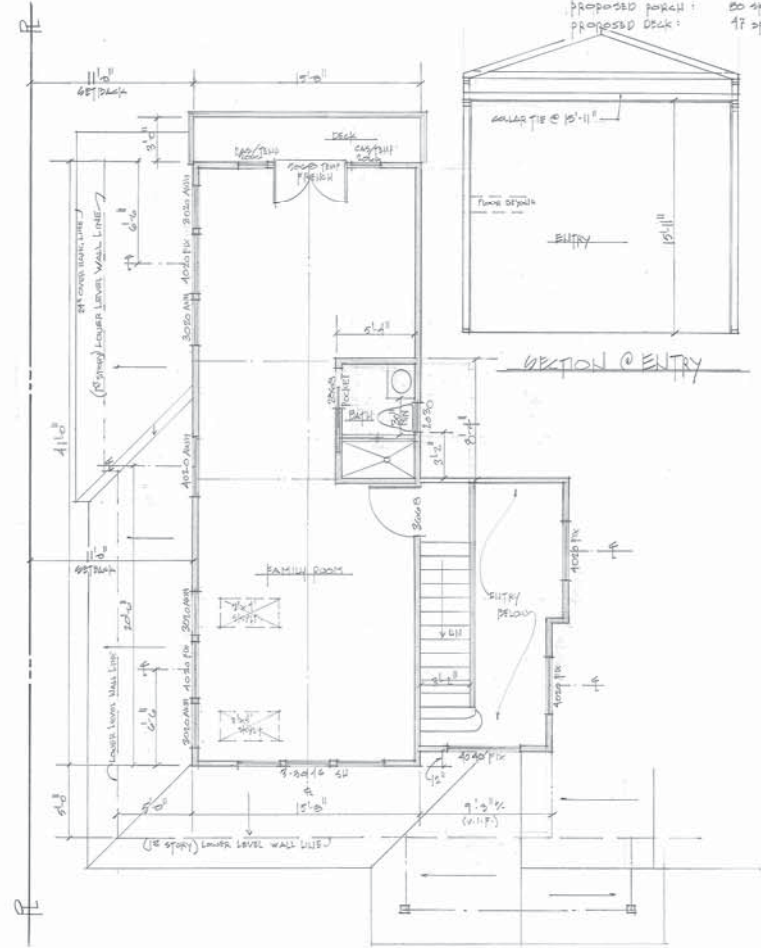
TOTAL LOWER LEVEL: 1049 SF
 PROPOSED 2ND LEVEL ADDITION: 650 SF

TOTAL HEATED: 2497 SF

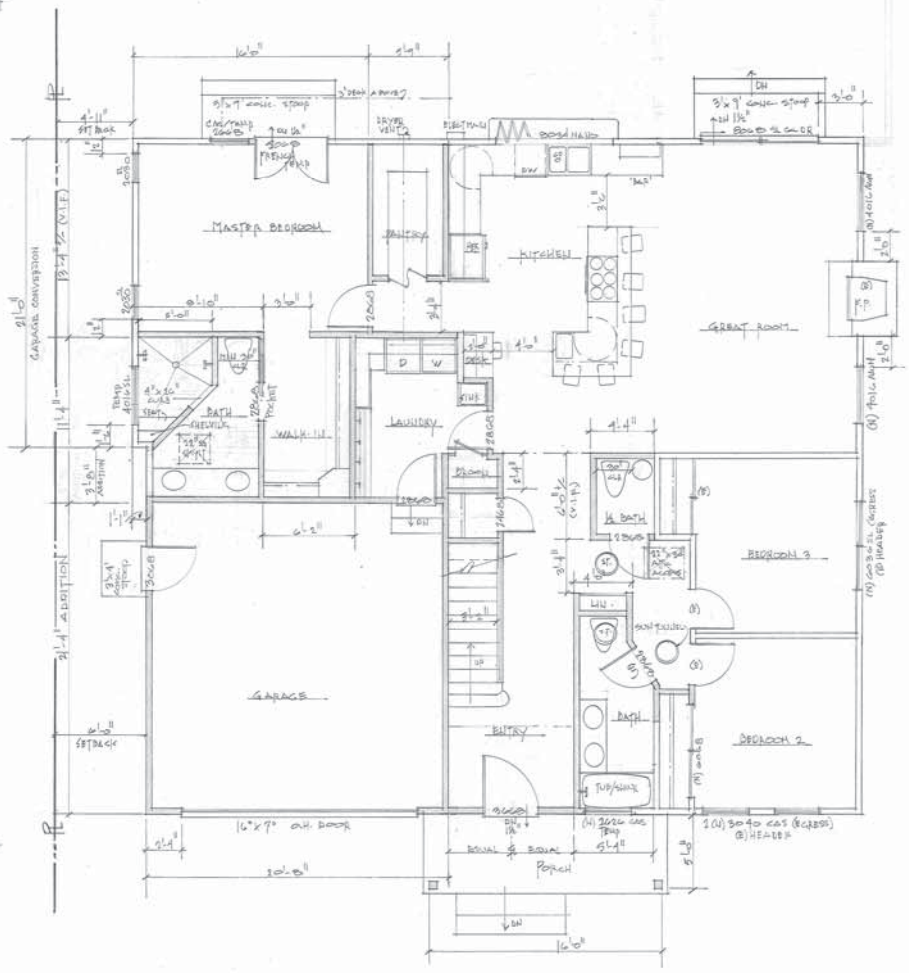
FIREPLACE: 12 SF
 PROPOSED GARAGE: 44 SF
 PROPOSED PORCH: 80 SF
 PROPOSED DECK: 47 SF

LEGEND

- ===== PROPOSED WALL
- ===== EXISTING WALL
- WALL/FIXTURE TO BE REMOVED
- (H) NEW
- (E) EXISTING
- (V-I-F) VERIFY IN FIELD



UPPER LEVEL ADDITION
 SCALE: 1/4" = 1'-0"



PROPOSED LOWER LEVEL
 SCALE: 1/4" = 1'-0"

REVISIONS	BY

HARWAY ADDITION
 Scott & Mimmie Harway 851-588-4575
 205 Magellan Street, Capitola, CA 95010
 A.P.N. 036 - 192 - 13

ROBIN ALAGA
 280 Evening Hill Lane, Capitola, CA 95076
 H/Fax: (831)724-4994 Cell: (831)419-4999
 rob@robinfieldarchitect.net

DRAWN: P.0011
 CHECKED: [Signature]
 DATE: 12-08-2010
 SCALE: 1/4" = 1'-0"
 JOB NO: [Number]
 SHEET: [Number]

Attachment: 205 Magellan Street - Full Plan Set - 09.17.2018 (Appeal of 205 Magellan)



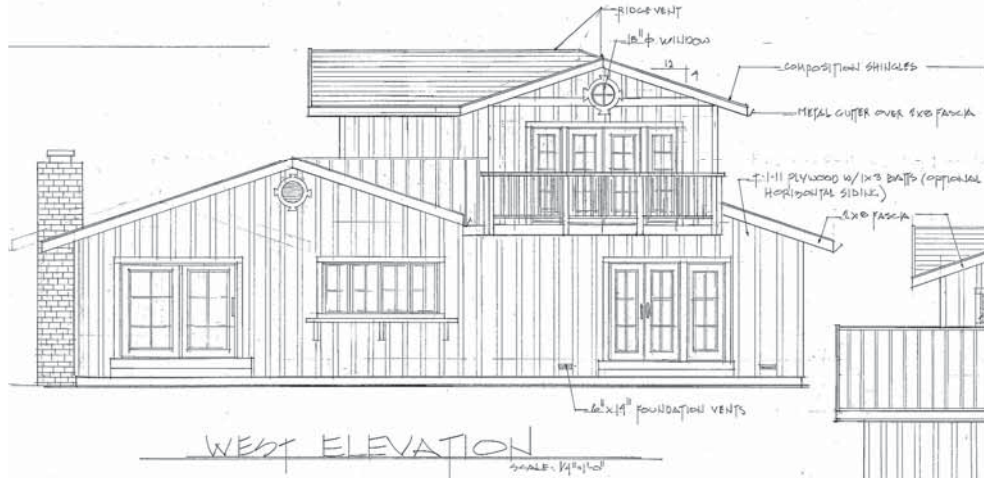
SOUTH ELEVATION

SCALE = 1/4" = 1'-0"



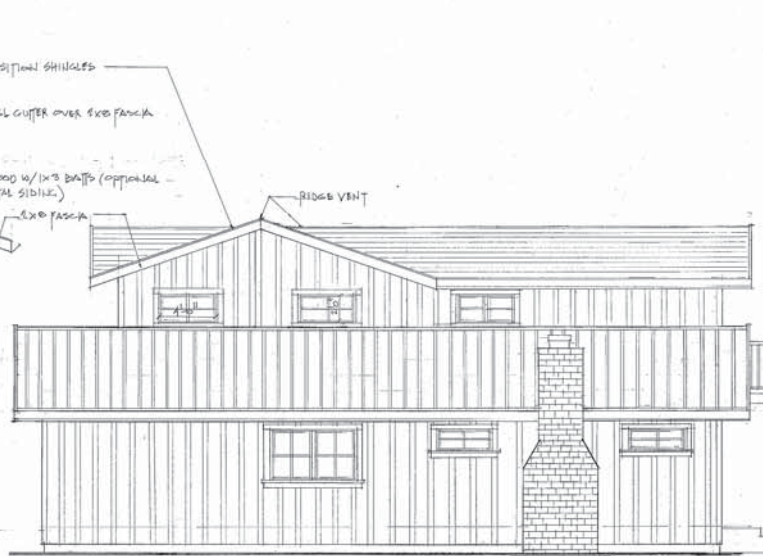
EAST ELEVATION

SCALE = 1/4" = 1'-0"



WEST ELEVATION

SCALE = 1/4" = 1'-0"



NORTH ELEVATION

SCALE = 1/4" = 1'-0"

REVISIONS	BY

ROBIN ALAGA
 200 Downing Hill Lane, Covellton, CA 95026
 916.942.1194 • Cell 925.242-4799
 robin@alaga.com

HARWAY ADDITION
 Scott & Minnie Harway 831.588.4575
 205 Magellan Street Capitola, CA 95010

DRAWN
 Robi


CHECKED

DATE
 17-SEPT-2018

SCALE
 1/4" = 1'-0"

FOR NO.
 17-01

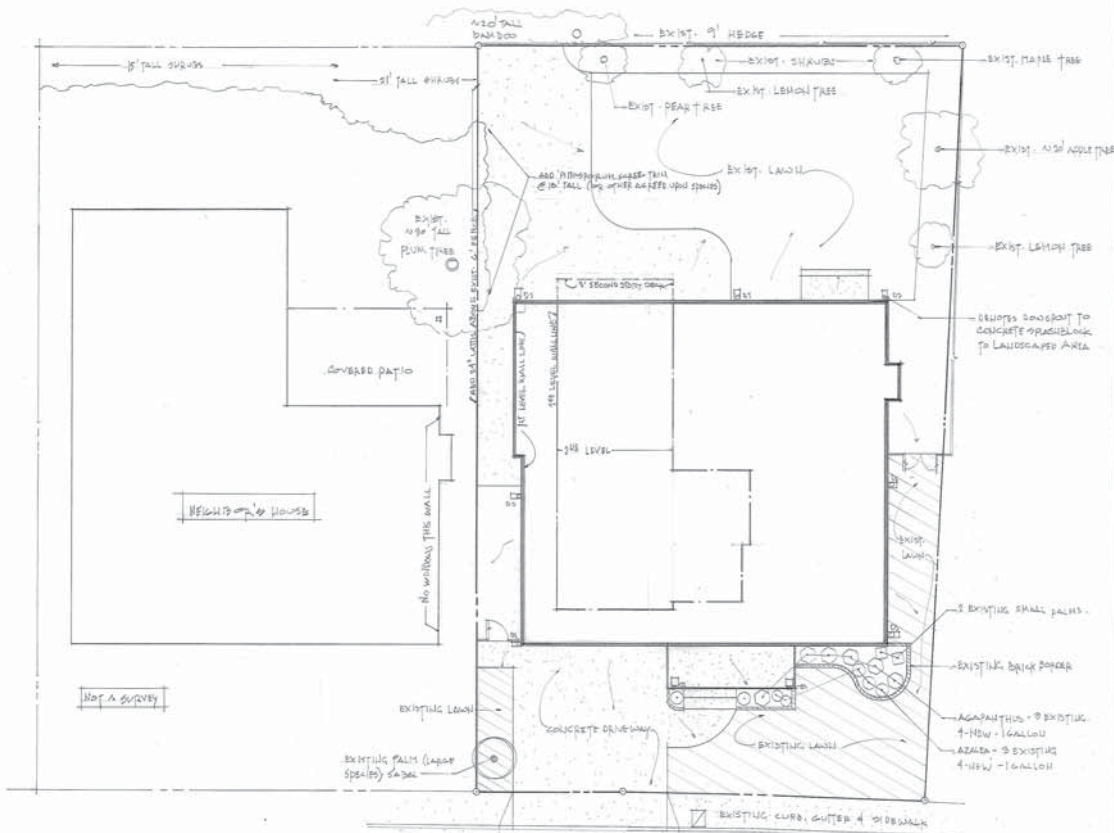
SHEET



BY SHEETS

IRRIGATION

1. LAWN AREA - ADJUST EXISTING SPRINKLERS AS REQUIRED AFTER ADDITION
2. PLANTERS - EXTEND EXISTING DRIP SYSTEM TO NEW PLANTERS



LOS MAGELLAN STREET

LANDSCAPE PLAN

SCALE: 1/8" = 1'-0"

REVISIONS	BY

HARWAY ADDITION
 Scott & Minnie Harway 831.588.4575
 205 Magellan Street, Capitola, CA 95010
 A.P.N. 036 - 192 - 15

ROBIN ALAGA
 280 Evening Hill Lane, Capitola, CA 95076
 P/Fax: (831)724-4994 Cell: (831)729-4999
 robin@robinfieldlandscape.com

DR	DRAWN
SB	CHECKED
DATE	17-08-2016
SCALE	1/8" = 1'-0"
JOB NO.	17-01
SHEET	1



STAFF REPORT

TO: PLANNING COMMISSION
 FROM: COMMUNITY DEVELOPMENT
 DATE: JULY 19, 2018
 SUBJECT: **205 Magellan Street #18-0184 APN: 036-192-13**

Design Permit for first- and second-story additions which includes a variance request for the eighty percent permissible structural alteration limit for nonconforming structures for an existing single-story single-family home located in the R-1 (Single-Family Residential) zoning district.

This project is in the Coastal Zone and requires a Coastal Development Permit which is not appealable to the California Coastal Commission after all possible appeals are exhausted through the City.
 Environmental Determination: Categorical Exemption
 Property Owner: Scott Harway
 Representative: Scott Harway, Filed: 04.25.2018

APPLICANT PROPOSAL

The applicant is applying for a design permit to add 1,366 square feet of first- and second-story additions to an existing nonconforming single-family residence in the R-1 (Single-Family Residential) zoning district. The application includes a request for a variance for the eighty percent permissible structural alteration limit for nonconforming structures. The additions include a new two-car garage, a second story, and a new covered porch.

BACKGROUND

The Architectural and Site Review Committee reviewed the application on May 23rd, 2018, and provided the applicant with the following direction:

Public Works Representative, Kailash Mozumder: informed the applicant that the stormwater calculations must be updated based on the dimensions shown on the plans and that the plans must show where the downspouts flow.

Building Department Representative, Fred Cullum: had no comments.

Local Architect, Frank Phanton: requested that the applicant show the trees providing privacy for neighboring back yards to address any privacy concerns related to the rear second story deck. Mr. Phanton liked the style of the additions, in particular the windows and vents in the gables, and the update to the siding.

Assistant Planner, Matt Orbach: provided information on the required variance for the eighty percent permissible structural alteration limit.

Following the meeting, the applicant submitted updated stormwater calculations, revised plans showing where the downspouts flow, a landscape plan, and a variance request.

DEVELOPMENT STANDARDS

The following table outlines the zoning code requirements for development in the R-1 (Single-Family Residential) Zoning District relative to the application.

R-1 (Single Family Residential) Zoning District

Development Standards				
Building Height		R-1 Regulation		Proposed
15 ft. 7 in.		25 ft.		23 ft. 3 in.
Floor Area Ratio (FAR)				
Lot Size			6,273 sq. ft.	
Maximum Floor Area Ratio			48% (Max 3,011 sq. ft.)	
First Story Floor Area			712 sq. ft.	
Second Story Floor Area			2,282 sq. ft.	
TOTAL FAR			2,994 sq. ft. (47.7%)	
Yards				
		R-1 Regulation		Proposed
Front Yard 1 st Story		15 ft.		20 ft.
Front Yard 2 nd Story & Garage		20 ft.		N/A & 45 ft.
Side Yard 1 st Story		10% lot width	Lot width: 62 ft. 5 in. 6 ft. 2 in. min.	4 ft. 11 in. & 6 ft. Existing Nonconforming
Side Yard 2 nd Story		15% of width	Lot width: 62 ft. 5 in. 9 ft. 4 in. min	N/A
Rear Yard 1 st Story		20% of lot depth	Lot depth: 100 ft. 20 ft. min.	34 ft.
Rear Yard 2 nd Story		20% of lot depth	Lot depth: 100 ft. 20 ft. min	N/A
Encroachments (list all)				Existing nonconforming side setbacks
				Existing nonconforming side setbacks
Parking				
		Required		Proposed
Residential (from <u>2,601</u> up to <u>4,000</u> sq. ft.)		4 spaces total 1 covered 3 uncovered		4 spaces total 2 covered 2 uncovered
Underground Utilities: required with 25% increase in area			Yes. Required.	

DISCUSSION

Attachment: 205 Magellan Street - PC Staff Report - 07.19.2018 (Appeal of 205 Magellan)

The existing residence at 205 Magellan Street is an existing nonconforming, single-story, single-family home. The structure currently has horizontal siding and a combination of gabled and hip roofs with composite shingles. The structure matches the profile of similar single-story, single-family residences in the neighborhood.

The applicant is proposing to do an interior and exterior remodel and additions, including: a new two-car garage, a second story with a rear deck, and a new covered front porch. The proposed roof will have multiple gable ends: one with a gable window and one with a gable vent on the front elevation and one with a gable window and one with a gable vent on the rear elevation. The applicant is proposing board and batten siding for the first and second story of the new structure. The proposed project will add a total of 1,221 square feet of floor area to the structure (not counting the second story deck or the covered entry porch).

Non-Conforming Structure

The project is nonconforming because twenty-one feet of the existing garage encroach approximately thirteen inches into the side setback. Based on that nonconformity, the project is subject to Capitola Municipal Code (CMC) §17.72.070 for permissible structural alterations. CMC §17.72.070 states that, if the cost of the total work of the improvements involved exceeds eighty percent of the present fair market value of the structure, then the proposed structural alterations may not be made. For the proposed project, the proposed structural changes are 99.5% of the value of the existing structure, therefore the applicant is requesting a variance for the eighty percent permissible structural alteration limit for nonconforming structures.

Variance

Section 17.66.090 of the Capitola Municipal Code states that the Planning Commission may grant a variance permit when it finds:

- A. *That because of special circumstances applicable to subject property, including size, shape, topography, location or surroundings, the strict application of this title is found to deprive subject property of privileges enjoyed by other properties in the vicinity and under identical zone classification;*
- B. *That the grant of a variance permit would not constitute a grant of special privilege inconsistent with the limitations upon other properties in the vicinity and zone in which subject property is situated.*

The parcels on Magellan Street are large by Capitola standards, with most of them being 6,000 square feet or greater. The permissible floor area of a home increases as parcel size increases. Of the single-family homes located on Magellan Street, all of which require between 6 and 7-foot side yard setbacks, all appear to be non-conforming due to a portion of the home being located within the setback area (see Attachment 2). This is a result of the design standards being different at the time the structures were constructed. There are not special circumstances applicable to the lot, however an existing non-conforming encroachment in the side yard is a privilege enjoyed by other properties in the vicinity and under identical zoning classification.

The grant of a variance permit would not constitute a grant of special privilege inconsistent with the limitations upon other properties in the vicinity and zone in which the subject property is situated. Properties along Magellan Street have nonconforming side yard setbacks.

Also of note is that a variance to allow a new encroachment into a side yard setbacks was approved for 129 Cabrillo Street in 1986 based on the fact that it "would not constitute a grant of special privilege inconsistent with the limitations upon other properties in the vicinity and zone and which the subject property is situated." In that case, the Planning Commission allowed an addition to be built into the required setback. In this application, however, the applicant is

asking for a variance to exceed the permissible structural alteration limit and keep the nonconforming garage wall in its current location 4 feet eleven inches from the property line. The proposed addition conforms to the required setbacks and the structure stays under the maximum floor area ratio for the parcel.

CEQA

Section 15332 of the CEQA Guidelines exempts project characterized as in-fill development when the project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations; the proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses; the project site has no value as habitat for endangered, rare, or threatened species; the project would not result in any significant effects relating to traffic, noise, air quality, or water quality; and the site can be adequately served by all required utilities and public services. The proposed project is consistent with the in-fill development exemption and no adverse environmental impacts were discovered by Planning Staff, the Architectural and Site Review Committee, or the Planning Commission during review of the proposed project.

RECOMMENDATION

Staff recommends the Planning Commission review the application and **approve** project application #18-0184 based on the Conditions and Findings for approval.

CONDITIONS OF APPROVAL

1. The project approval consists of construction of a 1,366 square-foot first- and second-story addition with a variance for the eighty percent permissible structural alteration limit for nonconforming structures for an existing single-family home at 205 Magellan Street within the R-1 (Single-Family Residential) zoning district. The maximum Floor Area Ratio for the 6,273 square foot property is 48% (3,011 square feet). The total FAR of the project is 47.7% with a total of 2,994 square feet, compliant with the maximum FAR within the zone. The proposed project is approved as indicated on the final plans reviewed and approved by the Planning Commission on July 19, 2018, except as modified through conditions imposed by the Planning Commission during the hearing.
2. Prior to construction, a building permit shall be secured for any new construction or modifications to structures authorized by this permit. Final building plans shall be consistent with the plans approved by the Planning Commission. All construction and site improvements shall be completed according to the approved plans
3. At time of submittal for building permit review, the Conditions of Approval must be printed in full on the cover sheet of the construction plans.
4. At time of submittal for building permit review, Public Works Standard Detail SMP STRM shall be printed in full and incorporated as a sheet into the construction plans. All construction shall be done in accordance with the Public Works Standard Detail BMP STRM.
5. Prior to making any changes to approved plans, modifications must be specifically requested and submitted in writing to the Community Development Department. Any significant changes to the size or exterior appearance of the structure shall require Planning Commission approval.

6. Prior to issuance of building permit, a final landscape plan shall be submitted and approved by the Community Development Department. Landscape plans shall reflect the Planning Commission approval and shall identify type, size, and location of species and details of irrigation systems.
7. Prior to issuance of building permit, all Planning fees associated with permit #18-0184 shall be paid in full.
8. Prior to issuance of building permit, Affordable housing in-lieu fees shall be paid as required to assure compliance with the City of Capitola Affordable (Inclusionary) Housing Ordinance.
9. Prior to issuance of a building permit, the applicant must provide documentation of plan approval by the following entities: Santa Cruz County Sanitation Department, Soquel Creek Water District, and Central Fire Protection District.
10. Prior to issuance of building permits, a drainage plan, grading, sediment and erosion control plan, shall be submitted to the City and approved by Public Works. The plans shall be in compliance with the requirements specified in Capitola Municipal Code Chapter 13.16 Storm Water Pollution Prevention and Protection.
11. Prior to issuance of building permits, the applicant shall submit a storm water management plan to the satisfaction of the Director of Public Works which implements all applicable Post Construction Requirements (PCRs) and Public Works Standard Details, including all standards relating to low impact development (LID).
12. Prior to any land disturbance, a pre-site inspection must be conducted by the grading official to verify compliance with the approved erosion and sediment control plan.
13. Prior to any work in the City road right of way, an encroachment permit shall be acquired by the contractor performing the work. No material or equipment storage may be placed in the road right-of-way.
14. During construction, any construction activity shall be subject to a construction noise curfew, except when otherwise specified in the building permit issued by the City. Construction noise shall be prohibited between the hours of nine p.m. and seven-thirty a.m. on weekdays. Construction noise shall be prohibited on weekends with the exception of Saturday work between nine a.m. and four p.m. or emergency work approved by the building official. §9.12.010B
15. Prior to a project final, all cracked or broken driveway approaches, curb, gutter, or sidewalk shall be replaced per the Public Works Standard Details and to the satisfaction of the Public Works Department. All replaced driveway approaches, curb, gutter or sidewalk shall meet current Accessibility Standards.
16. Prior to issuance of a Certificate of Occupancy, compliance with all conditions of approval shall be demonstrated to the satisfaction of the Community Development Director. Upon evidence of non-compliance with conditions of approval or applicable municipal code provisions, the applicant shall remedy the non-compliance to the satisfaction of the Community Development Director or shall file an application for a permit amendment for Planning Commission consideration. Failure to remedy a non-compliance in a timely manner may result in permit revocation.

17. This permit shall expire 24 months from the date of issuance. The applicant shall have an approved building permit and construction underway before this date to prevent permit expiration. Applications for extension may be submitted by the applicant prior to expiration pursuant to Municipal Code section 17.81.160.
18. The planning and infrastructure review and approval are transferable with the title to the underlying property so that an approved project may be conveyed or assigned by the applicant to others without losing the approval. The permit cannot be transferred off the site on which the approval was granted.
19. Upon receipt of certificate of occupancy, garbage and recycling containers shall be placed out of public view on non-collection days.
20. Prior to issuance of building permits, the building plans must show that the existing overhead utility lines will be underground to the nearest utility pole.

FINDINGS

A. The project, subject to the conditions imposed, secures the purposes of the Zoning Ordinance, General Plan, and Local Coastal Plan.

Community Development Staff, the Architectural and Site Review Committee, and the Planning Commission have all reviewed the project. The proposed first- and second-story additions comply with the development standards of the R-1 (Single-Family Residential) District. The project secures the purpose of the Zoning Ordinance, General Plan, and Local Coastal Plan

B. The project will maintain the character and integrity of the neighborhood.

Community Development Staff, the Architectural and Site Review Committee, and the Planning Commission have all reviewed the application for the first- and second-story additions. The design of the home with the first- and second-story additions, including board and batten siding and gable windows and vents, will fit in nicely with the existing neighborhood. The project will maintain the character and integrity of the neighborhood.

C. This project is categorically exempt under Section 15332 of the California Environmental Quality Act and is subject to Section 753.5 of Title 14 of the California Code of Regulations.

Section 15332 of the CEQA Guidelines exempts projects characterized as in-fill development when the project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations; the proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses; the project site has no value as habitat for endangered, rare, or threatened species; the project would not result in any significant effects relating to traffic, noise, air quality, or water quality; and the site can be adequately served by all required utilities and public services. This project involves first- and second-story additions to an existing home within the R-1 (Single-Family Residential) zoning district. The proposed project is consistent with the in-fill development exemption and no adverse environmental impacts were discovered during review of the proposed project.

D. Special circumstances applicable to the subject property, including size, shape, topography, location or surroundings, exist on the site and the strict application of this title is found to deprive subject property of privileges enjoyed by other properties in the vicinity and under identical zone classification;

There are no special circumstances applicable to the property, but there are also no impacts to the other properties in the vicinity and under identical zone classification.

E. The grant of a variance would not constitute a grant of a special privilege inconsistent with the limitation upon other properties in the vicinity and zone in which subject property is situated.

The grant of a variance does not constitute a grant of a special privilege inconsistent with the limitation upon other properties in the vicinity and zone in which the property is situated. Most properties in the vicinity and zone in which the property is located enjoy setbacks that do not conform to the current requirements of the Capitola Municipal Code. Granting the variance will allow the applicant to enjoy the same privilege as those properties.

COASTAL FINDINGS

D. Findings Required.

1. **A coastal permit shall be granted only upon adoption of specific written factual findings supporting the conclusion that the proposed development conforms to the certified Local Coastal Program, including, but not limited to:**
 - a. A statement of the individual and cumulative burdens imposed on public access and recreation opportunities based on applicable factors identified pursuant to subsection (D)(2) of this section. The type of affected public access and recreation opportunities shall be clearly described;
 - b. An analysis based on applicable factors identified in subsection (D)(2) of this section of the necessity for requiring public access conditions to find the project consistent with the public access provisions of the Coastal Act;
 - c. A description of the legitimate governmental interest furthered by any access conditioned required;
 - d. An explanation of how imposition of an access dedication requirement alleviates the access burdens identified.
 - The proposed development conforms to the City's certified Local Coastal Plan (LCP). The specific, factual findings, as per CMC Section 17.46.090(D) are as follows:
2. **Require Project-Specific Findings. In determining any requirement for public access, including the type of access and character of use, the city shall evaluate and document in written findings the factors identified in subsections (D)(2)(a) through (e), to the extent applicable. The findings shall explain the basis for the conclusions and decisions of the city and shall be supported by substantial evidence in the record. If an access dedication is required as a condition of approval, the findings shall explain how the adverse effects which have been identified will be alleviated or mitigated by the dedication. As used in this section, "cumulative effect" means the effect of the individual project in combination with the effects of past projects, other current projects, and probable future projects, including development allowed under applicable planning and zoning.**
 - a. Project Effects on Demand for Access and Recreation. Identification of existing and open public access and coastal recreation areas and facilities in

the regional and local vicinity of the development. Analysis of the project's effects upon existing public access and recreation opportunities. Analysis of the project's cumulative effects upon the use and capacity of the identified access and recreation opportunities, including public tidelands and beach resources, and upon the capacity of major coastal roads from subdivision, intensification or cumulative buildout. Projection for the anticipated demand and need for increased coastal access and recreation opportunities for the public. Analysis of the contribution of the project's cumulative effects to any such projected increase. Description of the physical characteristics of the site and its proximity to the sea, tideland viewing points, upland recreation areas, and trail linkages to tidelands or recreation areas. Analysis of the importance and potential of the site, because of its location or other characteristics, for creating, preserving or enhancing public access to tidelands or public recreation opportunities;

- The proposed project is located at 205 Magellan Street. The home is not located in an area with coastal access. The home will not have an effect on public trails or beach access.
- b. Shoreline Processes. Description of the existing shoreline conditions, including beach profile, accessibility and usability of the beach, history of erosion or accretion, character and sources of sand, wave and sand movement, presence of shoreline protective structures, location of the line of mean high tide during the season when the beach is at its narrowest (generally during the late winter) and the proximity of that line to existing structures, and any other factors which substantially characterize or affect the shoreline processes at the site. Identification of anticipated changes to shoreline processes at the site. Identification of anticipated changes to shoreline processes and beach profile unrelated to the proposed development. Description and analysis of any reasonably likely changes, attributable to the primary and cumulative effects of the project, to: wave and sand movement affecting beaches in the vicinity of the project; the profile of the beach; the character, extent, accessibility and usability of the beach; and any other factors which characterize or affect beaches in the vicinity. Analysis of the effect of any identified changes of the project, alone or in combination with other anticipated changes, will have upon the ability of the public to use public tidelands and shoreline recreation areas;
- The proposed project is located along Magellan Street. No portion of the project is located along the shoreline or beach.
- c. Historic Public Use. Evidence of use of the site by members of the general public for a continuous five-year period (such use may be seasonal). Evidence of the type and character of use made by the public (vertical, lateral, blufftop, etc., and for passive and/or active recreational use, etc.). Identification of any agency (or person) who has maintained and/or improved the area subject to historic public use and the nature of the maintenance performed and improvements made. Identification of the record owner of the area historically used by the public and any attempts by the owner to prohibit public use of the area, including the success or failure of those attempts. Description of the potential for adverse impact on public use of the area from the proposed

development (including but not limited to, creation of physical or psychological impediments to public use);

- There is not a history of public use on the subject lot.

d. **Physical Obstructions.** Description of any physical aspects of the development which block or impede the ability of the public to get to or along the tidelands, public recreation areas, or other public coastal resources or to see the shoreline;

- The proposed project is located on private property on Magellan Street. The project will not block or impede the ability of the public to get to or along the tidelands, public recreation areas, or views to the shoreline.

e. **Other Adverse Impacts on Access and Recreation.** Description of the development's physical proximity and relationship to the shoreline and any public recreation area. Analysis of the extent of which buildings, walls, signs, streets or other aspects of the development, individually or cumulatively, are likely to diminish the public's use of tidelands or lands committed to public recreation. Description of any alteration of the aesthetic, visual or recreational value of public use areas, and of any diminution of the quality or amount of recreational use of public lands which may be attributable to the individual or cumulative effects of the development.

- The proposed project is located on private property that will not impact access and recreation. The project does not diminish the public's use of tidelands or lands committed to public recreation nor alter the aesthetic, visual, or recreational value of public use areas.

3. Required Findings for Public Access Exceptions. Any determination that one of the exceptions of subsection (F)(2) applies to a development shall be supported by written findings of fact, analysis and conclusions which address all of the following:

- a. The type of access potentially applicable to the site involved (vertical, lateral, bluff top, etc.) and its location in relation to the fragile coastal resource to be protected, the agricultural use, the public safety concern, or the military facility which is the basis for the exception, as applicable;
- b. Unavailability of any mitigating measures to manage the type, character, intensity, hours, season or location of such use so that agricultural resources, fragile coastal resources, public safety, or military security, as applicable, are protected;
- c. Ability of the public, through another reasonable means, to reach the same area of public tidelands as would be made accessible by an accessway on the subject land.

- The project is not requesting a Public Access Exception, therefore these findings do not apply.

4. Findings for Management Plan Conditions. Written findings in support of a condition requiring a management plan for regulating the time and manner or

character of public access use must address the following factors, as applicable:

- a. Identification and protection of specific habitat values including the reasons supporting the conclusions that such values must be protected by limiting the hours, seasons, or character of public use;
 - The project is located in a residential area without sensitive habitat areas.
 - b. Topographic constraints of the development site;
 - The project is located on a flat lot.
 - c. Recreational needs of the public;
 - The project does not impact the recreational needs of the public.
 - d. Rights of privacy of the landowner which could not be mitigated by setting the project back from the access way or otherwise conditioning the development;
 - e. The requirements of the possible accepting agency, if an offer of dedication is the mechanism for securing public access;
 - f. Feasibility of adequate setbacks, fencing, landscaping, and other methods as part of a management plan to regulate public use.
- 5. Project complies with public access requirements, including submittal of appropriate legal documents to ensure the right of public access whenever, and as, required by the certified land use plan and Section 17.46.010 (coastal access requirements);**
- No legal documents to ensure public access rights are required for the proposed project.
- 6. Project complies with visitor-serving and recreational use policies;**

SEC. 30222

The use of private lands suitable for visitor-serving commercial recreational facilities designed to enhance public opportunities for coastal recreation shall have priority over private residential, general industrial, or general commercial development, but not over agriculture or coastal-dependent industry.

- The project involves first- and second-story additions to an existing home on a residential lot of record.

SEC. 30223

Upland areas necessary to support coastal recreational uses shall be reserved for such uses, where feasible.

- The project involves first- and second-story additions to an existing home on a residential lot of record.

c) Visitor-serving facilities that cannot be feasibly located in existing developed areas shall be located in existing isolated developments or at selected points of attraction for visitors.

- The project involves first- and second-story additions to an existing home on a residential lot of record.

7. Project complies with applicable standards and requirements for provision of public and private parking, pedestrian access, alternate means of transportation and/or traffic improvements;

- The project involves the construction of first- and second-story additions to an existing home. The project complies with applicable standards and requirements for provision for parking, pedestrian access, alternate means of transportation, and/or traffic improvements.

8. Review of project design, site plan, signing, lighting, landscaping, etc., by the city's architectural and site review committee, and compliance with adopted design guidelines and standards, and review committee recommendations;

- The project complies with the design guidelines and standards established by the Municipal Code.

9. Project complies with LCP policies regarding protection of public landmarks, protection or provision of public views; and shall not block or detract from public views to and along Capitola's shoreline;

- The project will not negatively impact public landmarks and/or public views. The project will not block or detract from public views to and along Capitola's shoreline.

10. Demonstrated availability and adequacy of water and sewer services;

- The project is located on a legal lot of record with available water and sewer services.

11. Provisions of minimum water flow rates and fire response times;

- The project is located one mile from the Capitola fire department. Water is available at the location.

12. Project complies with water and energy conservation standards;

- The project is for first- and second-story additions to an existing home. The GHG emissions for the project are projected at less than significant impact. All water fixtures must comply with the low-flow standards of the Soquel Creek Water District.

13. Provision of park dedication, school impact, and other fees as may be required;

- The project will be required to pay appropriate fees prior to building permit issuance.
- 14. Project complies with coastal housing policies, and applicable ordinances including condominium conversion and mobile home ordinances;**
- The project does not involve a condo conversion or mobile homes.
- 15. Project complies with natural resource, habitat, and archaeological protection policies;**
- Conditions of approval have been included to ensure compliance with established policies.
- 16. Project complies with Monarch butterfly habitat protection policies;**
- The project is outside of any identified sensitive habitats, specifically areas where Monarch Butterflies have been encountered, identified and documented.
- 17. Project provides drainage and erosion and control measures to protect marine, stream, and wetland water quality from urban runoff and erosion;**
- Conditions of approval have been included to ensure compliance with applicable erosion control measures.
- 18. Geologic/engineering reports have been prepared by qualified professional for projects in seismic areas, geologically unstable areas, or coastal bluffs, and project complies with hazard protection policies including provision of appropriate setbacks and mitigation measures;**
- Geologic/engineering reports have been prepared by qualified professionals for this project. Conditions of approval have been included to ensure the project applicant shall comply with all applicable requirements of the most recent version of the California Building Standards Code.
- 19. All other geological, flood and fire hazards are accounted for and mitigated in the project design;**
- Conditions of approval have been included to ensure the project complies with geological, flood, and fire hazards and are accounted for and will be mitigated in the project design.
- 20. Project complies with shoreline structure policies;**
- The proposed project is not located along a shoreline.
- 21. The uses proposed are consistent with the permitted or conditional uses of the zoning district in which the project is located;**

- This use is an allowed use consistent with the R-1 (Single-Family Residential) zoning district.

22. Conformance to requirements of all other city ordinances, zoning requirements, and project review procedures; and

- The project conforms to the requirements of all city ordinances, zoning requirements, and project development review and development procedures.

23. Project complies with the Capitola parking permit program as follows:

- a. The village area preferential parking program areas and conditions as established in Resolution No. 2596 and no permit parking of any kind shall be allowed on Capitola Avenue.
 - b. The neighborhood preferential parking program areas are as established in Resolution Numbers 2433 and 2510.
 - c. The village area preferential parking program shall be limited to three hundred fifty permits.
 - d. Neighborhood permit areas are only in force when the shuttle bus is operating except that:
 - i. The Fanmar area (Resolution No. 2436) program may operate year-round, twenty-four hours a day on weekends,
 - ii. The Burlingame, Cliff Avenue/Grand Avenue area (Resolution No. 2435) have year-round, twenty-four hour per day “no public parking.”
 - e. Except as specifically allowed under the village parking program, no preferential residential parking may be allowed in the Cliff Drive parking areas.
 - f. Six Depot Hill twenty-four minute “Vista” parking spaces (Resolution No. 2510) shall be provided as corrected in Exhibit A attached to the ordinance codified in this section and found on file in the office of the city clerk.
 - g. A limit of fifty permits for the Pacific Cove parking lot may be issued to village permit holders and transient occupancy permit holders.
 - h. No additional development in the village that intensifies use and requires additional parking shall be permitted. Changes in use that do not result in additional parking demand can be allowed and exceptions for onsite parking as allowed in the land use plan can be made.
- The project site is not located within the area of the Capitola parking permit program.

ATTACHMENTS:

1. Full Plan Set - 205 Magellan Street
2. Magellan Street Nonconforming Side Setbacks

Prepared By: Matt Orbach
Assistant Planner

CONDITIONS OF APPROVAL

1. The project approval consists of construction of a 1,366 square-foot first- and second-story addition with a variance for the eighty percent permissible structural alteration limit for nonconforming structures for an existing single-family home at 205 Magellan Street within the R-1 (Single-Family Residential) zoning district. The maximum Floor Area Ratio for the 6,273 square foot property is 48% (3,011 square feet). The total FAR of the project is 47.7% with a total of 2,994 square feet, compliant with the maximum FAR within the zone. The proposed project is approved as indicated on the final plans reviewed and approved by the Planning Commission on July 19, 2018, except as modified through conditions imposed by the Planning Commission during the hearing.
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9. Prior to issuance of a building permit, the applicant must provide documentation of plan approval by the following entities: Santa Cruz County Sanitation Department, Soquel Creek Water District, and Central Fire Protection District.
10. Prior to issuance of building permits, a drainage plan, grading, sediment and erosion control plan, shall be submitted to the City and approved by Public Works. The plans shall be in compliance with the requirements specified in Capitola Municipal Code Chapter 13.16 Storm Water Pollution Prevention and Protection.

11. Prior to issuance of building permits, the applicant shall submit a storm water management plan to the satisfaction of the Director of Public Works which implements all applicable Post Construction Requirements (PCRs) and Public Works Standard Details, including all standards relating to low impact development (LID).
12. Prior to any land disturbance, a pre-site inspection must be conducted by the grading official to verify compliance with the approved erosion and sediment control plan.
13. Prior to any work in the City road right of way, an encroachment permit shall be acquired by the contractor performing the work. No material or equipment storage may be placed in the road right-of-way.
14. During construction, any construction activity shall be subject to a construction noise curfew, except when otherwise specified in the building permit issued by the City. Construction noise shall be prohibited between the hours of nine p.m. and seven-thirty a.m. on weekdays. Construction noise shall be prohibited on weekends with the exception of Saturday work between nine a.m. and four p.m. or emergency work approved by the building official. §9.12.010B
15. Prior to a project final, all cracked or broken driveway approaches, curb, gutter, or sidewalk shall be replaced per the Public Works Standard Details and to the satisfaction of the Public Works Department. All replaced driveway approaches, curb, gutter or sidewalk shall meet current Accessibility Standards.
16. Prior to issuance of a Certificate of Occupancy, compliance with all conditions of approval shall be demonstrated to the satisfaction of the Community Development Director. Upon evidence of non-compliance with conditions of approval or applicable municipal code provisions, the applicant shall remedy the non-compliance to the satisfaction of the Community Development Director or shall file an application for a permit amendment for Planning Commission consideration. Failure to remedy a non-compliance in a timely manner may result in permit revocation.
17. This permit shall expire 24 months from the date of issuance. The applicant shall have an approved building permit and construction underway before this date to prevent permit expiration. Applications for extension may be submitted by the applicant prior to expiration pursuant to Municipal Code section 17.81.160.
18. The planning and infrastructure review and approval are transferable with the title to the underlying property so that an approved project may be conveyed or assigned by the applicant to others without losing the approval. The permit cannot be transferred off the site on which the approval was granted.
19. Upon receipt of certificate of occupancy, garbage and recycling containers shall be placed out of public view on non-collection days.
20. Prior to issuance of building permits, the building plans must show that the existing overhead utility lines will be underground to the nearest utility pole.
21. Second-story rear deck may never be extended.

FINDINGS

A. The project, subject to the conditions imposed, secures the purposes of the Zoning Ordinance, General Plan, and Local Coastal Plan.

Community Development Staff, the Architectural and Site Review Committee, and the Planning Commission have all reviewed the project. The proposed first- and second-story additions comply with the development standards of the R-1 (Single-Family Residential) District. The project secures the purpose of the Zoning Ordinance, General Plan, and Local Coastal Plan

B. The project will maintain the character and integrity of the neighborhood.

Community Development Staff, the Architectural and Site Review Committee, and the Planning Commission have all reviewed the application for the first- and second-story additions. The design of the home with the first- and second-story additions, including board and batten siding and gable windows and vents, will fit in nicely with the existing neighborhood. The project will maintain the character and integrity of the neighborhood.

C. This project is categorically exempt under Section 15332 of the California Environmental Quality Act and is subject to Section 753.5 of Title 14 of the California Code of Regulations.

Section 15332 of the CEQA Guidelines exempts projects characterized as in-fill development when the project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations; the proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses; the project site has no value as habitat for endangered, rare, or threatened species; the project would not result in any significant effects relating to traffic, noise, air quality, or water quality; and the site can be adequately served by all required utilities and public services. This project involves first- and second-story additions to an existing home within the R-1 (Single-Family Residential) zoning district. The proposed project is consistent with the in-fill development exemption and no adverse environmental impacts were discovered during review of the proposed project.

D. Special circumstances applicable to the subject property, including size, shape, topography, location or surroundings, exist on the site and the strict application of this title is found to deprive subject property of privileges enjoyed by other properties in the vicinity and under identical zone classification;

There are no special circumstances applicable to the property, but there are also no impacts to the other properties in the vicinity and under identical zone classification.

E. The grant of a variance would not constitute a grant of a special privilege inconsistent with the limitation upon other properties in the vicinity and zone in which subject property is situated.

The grant of a variance does not constitute a grant of a special privilege inconsistent with the limitation upon other properties in the vicinity and zone in which the property is situated. Most properties in the vicinity and zone in which the property is located enjoy setbacks that do not conform to the current requirements of the Capitola Municipal Code. Granting the variance will allow the applicant to enjoy the same privilege as those properties.

COASTAL FINDINGS

D. Findings Required.

1. **A coastal permit shall be granted only upon adoption of specific written factual findings supporting the conclusion that the proposed development conforms to the certified Local Coastal Program, including, but not limited to:**
 - a. A statement of the individual and cumulative burdens imposed on public access and recreation opportunities based on applicable factors identified pursuant to subsection (D)(2) of this section. The type of affected public access and recreation opportunities shall be clearly described;
 - b. An analysis based on applicable factors identified in subsection (D)(2) of this section of the necessity for requiring public access conditions to find the project consistent with the public access provisions of the Coastal Act;
 - c. A description of the legitimate governmental interest furthered by any access conditioned required;
 - d. An explanation of how imposition of an access dedication requirement alleviates the access burdens identified.
 - The proposed development conforms to the City's certified Local Coastal Plan (LCP). The specific, factual findings, as per CMC Section 17.46.090(D) are as follows:

2. **Require Project-Specific Findings. In determining any requirement for public access, including the type of access and character of use, the city shall evaluate and document in written findings the factors identified in subsections (D)(2)(a) through (e), to the extent applicable. The findings shall explain the basis for the conclusions and decisions of the city and shall be supported by substantial evidence in the record. If an access dedication is required as a condition of approval, the findings shall explain how the adverse effects which have been identified will be alleviated or mitigated by the dedication. As used in this section, "cumulative effect" means the effect of the individual project in combination with the effects of past projects, other current projects, and probable future projects, including development allowed under applicable planning and zoning.**
 - a. **Project Effects on Demand for Access and Recreation.** Identification of existing and open public access and coastal recreation areas and facilities in the regional and local vicinity of the development. Analysis of the project's effects upon existing public access and recreation opportunities. Analysis of the project's cumulative effects upon the use and capacity of the identified access and recreation opportunities, including public tidelands and beach resources, and upon the capacity of major coastal roads from subdivision, intensification or cumulative buildout. Projection for the anticipated demand and need for increased coastal access and recreation opportunities for the public. Analysis of the contribution of the project's cumulative effects to any such projected increase. Description of the physical characteristics of the site and its proximity to the sea, tideland viewing points, upland recreation areas, and trail linkages to tidelands or recreation areas. Analysis of the importance and potential of the site, because of its location or other characteristics, for creating, preserving or enhancing public access to tidelands or public recreation opportunities;
 - The proposed project is located at 205 Magellan Street. The home is not located in an area with coastal access. The home will not have an effect on public trails or beach access.

- b. Shoreline Processes. Description of the existing shoreline conditions, including beach profile, accessibility and usability of the beach, history of erosion or accretion, character and sources of sand, wave and sand movement, presence of shoreline protective structures, location of the line of mean high tide during the season when the beach is at its narrowest (generally during the late winter) and the proximity of that line to existing structures, and any other factors which substantially characterize or affect the shoreline processes at the site. Identification of anticipated changes to shoreline processes at the site. Identification of anticipated changes to shoreline processes and beach profile unrelated to the proposed development. Description and analysis of any reasonably likely changes, attributable to the primary and cumulative effects of the project, to: wave and sand movement affecting beaches in the vicinity of the project; the profile of the beach; the character, extent, accessibility and usability of the beach; and any other factors which characterize or affect beaches in the vicinity. Analysis of the effect of any identified changes of the project, alone or in combination with other anticipated changes, will have upon the ability of the public to use public tidelands and shoreline recreation areas;
- The proposed project is located along Magellan Street. No portion of the project is located along the shoreline or beach.
- c. Historic Public Use. Evidence of use of the site by members of the general public for a continuous five-year period (such use may be seasonal). Evidence of the type and character of use made by the public (vertical, lateral, blufftop, etc., and for passive and/or active recreational use, etc.). Identification of any agency (or person) who has maintained and/or improved the area subject to historic public use and the nature of the maintenance performed and improvements made. Identification of the record owner of the area historically used by the public and any attempts by the owner to prohibit public use of the area, including the success or failure of those attempts. Description of the potential for adverse impact on public use of the area from the proposed development (including but not limited to, creation of physical or psychological impediments to public use);
- There is not a history of public use on the subject lot.
- d. Physical Obstructions. Description of any physical aspects of the development which block or impede the ability of the public to get to or along the tidelands, public recreation areas, or other public coastal resources or to see the shoreline;
- The proposed project is located on private property on Magellan Street. The project will not block or impede the ability of the public to get to or along the tidelands, public recreation areas, or views to the shoreline.
- e. Other Adverse Impacts on Access and Recreation. Description of the development's physical proximity and relationship to the shoreline and any public recreation area. Analysis of the extent of which buildings, walls,

signs, streets or other aspects of the development, individually or cumulatively, are likely to diminish the public's use of tidelands or lands committed to public recreation. Description of any alteration of the aesthetic, visual or recreational value of public use areas, and of any diminution of the quality or amount of recreational use of public lands which may be attributable to the individual or cumulative effects of the development.

- The proposed project is located on private property that will not impact access and recreation. The project does not diminish the public's use of tidelands or lands committed to public recreation nor alter the aesthetic, visual, or recreational value of public use areas.

3. Required Findings for Public Access Exceptions. Any determination that one of the exceptions of subsection (F)(2) applies to a development shall be supported by written findings of fact, analysis and conclusions which address all of the following:

- a. The type of access potentially applicable to the site involved (vertical, lateral, bluff top, etc.) and its location in relation to the fragile coastal resource to be protected, the agricultural use, the public safety concern, or the military facility which is the basis for the exception, as applicable;
 - b. Unavailability of any mitigating measures to manage the type, character, intensity, hours, season or location of such use so that agricultural resources, fragile coastal resources, public safety, or military security, as applicable, are protected;
 - c. Ability of the public, through another reasonable means, to reach the same area of public tidelands as would be made accessible by an accessway on the subject land.
- The project is not requesting a Public Access Exception, therefore these findings do not apply.

4. Findings for Management Plan Conditions. Written findings in support of a condition requiring a management plan for regulating the time and manner or character of public access use must address the following factors, as applicable:

- a. Identification and protection of specific habitat values including the reasons supporting the conclusions that such values must be protected by limiting the hours, seasons, or character of public use;
 - The project is located in a residential area without sensitive habitat areas.
- b. Topographic constraints of the development site;
 - The project is located on a flat lot.
- c. Recreational needs of the public;
 - The project does not impact the recreational needs of the public.

- d. Rights of privacy of the landowner which could not be mitigated by setting the project back from the access way or otherwise conditioning the development;
 - e. The requirements of the possible accepting agency, if an offer of dedication is the mechanism for securing public access;
 - f. Feasibility of adequate setbacks, fencing, landscaping, and other methods as part of a management plan to regulate public use.
5. **Project complies with public access requirements, including submittal of appropriate legal documents to ensure the right of public access whenever, and as, required by the certified land use plan and Section 17.46.010 (coastal access requirements);**
- No legal documents to ensure public access rights are required for the proposed project.
6. **Project complies with visitor-serving and recreational use policies;**

SEC. 30222

The use of private lands suitable for visitor-serving commercial recreational facilities designed to enhance public opportunities for coastal recreation shall have priority over private residential, general industrial, or general commercial development, but not over agriculture or coastal-dependent industry.

- The project involves first- and second-story additions to an existing home on a residential lot of record.

SEC. 30223

Upland areas necessary to support coastal recreational uses shall be reserved for such uses, where feasible.

- The project involves first- and second-story additions to an existing home on a residential lot of record.

c) Visitor-serving facilities that cannot be feasibly located in existing developed areas shall be located in existing isolated developments or at selected points of attraction for visitors.

- The project involves first- and second-story additions to an existing home on a residential lot of record.

7. **Project complies with applicable standards and requirements for provision of public and private parking, pedestrian access, alternate means of transportation and/or traffic improvements;**
- The project involves the construction of first- and second-story additions to an existing home. The project complies with applicable standards and requirements for provision for parking, pedestrian access, alternate means of transportation, and/or traffic improvements.

- 8. Review of project design, site plan, signing, lighting, landscaping, etc., by the city's architectural and site review committee, and compliance with adopted design guidelines and standards, and review committee recommendations;**
- The project complies with the design guidelines and standards established by the Municipal Code.
- 9. Project complies with LCP policies regarding protection of public landmarks, protection or provision of public views; and shall not block or detract from public views to and along Capitola's shoreline;**
- The project will not negatively impact public landmarks and/or public views. The project will not block or detract from public views to and along Capitola's shoreline.
- 10. Demonstrated availability and adequacy of water and sewer services;**
- The project is located on a legal lot of record with available water and sewer services.
- 11. Provisions of minimum water flow rates and fire response times;**
- The project is located one mile from the Capitola fire department. Water is available at the location.
- 12. Project complies with water and energy conservation standards;**
- The project is for first- and second-story additions to an existing home. The GHG emissions for the project are projected at less than significant impact. All water fixtures must comply with the low-flow standards of the Soquel Creek Water District.
- 13. Provision of park dedication, school impact, and other fees as may be required;**
- The project will be required to pay appropriate fees prior to building permit issuance.
- 14. Project complies with coastal housing policies, and applicable ordinances including condominium conversion and mobile home ordinances;**
- The project does not involve a condo conversion or mobile homes.
- 15. Project complies with natural resource, habitat, and archaeological protection policies;**
- Conditions of approval have been included to ensure compliance with established policies.
- 16. Project complies with Monarch butterfly habitat protection policies;**

- The project is outside of any identified sensitive habitats, specifically areas where Monarch Butterflies have been encountered, identified and documented.
- 17. Project provides drainage and erosion and control measures to protect marine, stream, and wetland water quality from urban runoff and erosion;**
- Conditions of approval have been included to ensure compliance with applicable erosion control measures.
- 18. Geologic/engineering reports have been prepared by qualified professional for projects in seismic areas, geologically unstable areas, or coastal bluffs, and project complies with hazard protection policies including provision of appropriate setbacks and mitigation measures;**
- Geologic/engineering reports have been prepared by qualified professionals for this project. Conditions of approval have been included to ensure the project applicant shall comply with all applicable requirements of the most recent version of the California Building Standards Code.
- 19. All other geological, flood and fire hazards are accounted for and mitigated in the project design;**
- Conditions of approval have been included to ensure the project complies with geological, flood, and fire hazards and are accounted for and will be mitigated in the project design.
- 20. Project complies with shoreline structure policies;**
- The proposed project is not located along a shoreline.
- 21. The uses proposed are consistent with the permitted or conditional uses of the zoning district in which the project is located;**
- This use is an allowed use consistent with the R-1 (Single-Family Residential) zoning district.
- 22. Conformance to requirements of all other city ordinances, zoning requirements, and project review procedures; and**
- The project conforms to the requirements of all city ordinances, zoning requirements, and project development review and development procedures.
- 23. Project complies with the Capitola parking permit program as follows:**
- a. The village area preferential parking program areas and conditions as established in Resolution No. 2596 and no permit parking of any kind shall be allowed on Capitola Avenue.

- b. The neighborhood preferential parking program areas are as established in Resolution Numbers 2433 and 2510.
- c. The village area preferential parking program shall be limited to three hundred fifty permits.
- d. Neighborhood permit areas are only in force when the shuttle bus is operating except that:
 - i. The Fanmar area (Resolution No. 2436) program may operate year-round, twenty-four hours a day on weekends,
 - ii. The Burlingame, Cliff Avenue/Grand Avenue area (Resolution No. 2435) have year-round, twenty-four hour per day “no public parking.”
- e. Except as specifically allowed under the village parking program, no preferential residential parking may be allowed in the Cliff Drive parking areas.
- f. Six Depot Hill twenty-four minute “Vista” parking spaces (Resolution No. 2510) shall be provided as corrected in Exhibit A attached to the ordinance codified in this section and found on file in the office of the city clerk.
- g. A limit of fifty permits for the Pacific Cove parking lot may be issued to village permit holders and transient occupancy permit holders.
- h. No additional development in the village that intensifies use and requires additional parking shall be permitted. Changes in use that do not result in additional parking demand can be allowed and exceptions for onsite parking as allowed in the land use plan can be made.
 - The project site is not located within the area of the Capitola parking permit program.



Attachment: 205 Magellan Street - Nonconforming Side Setbacks (Appeal of 205 Magellan)

CONSTRUCTION COST BREAKDOWN PER Section 17.72.070
205 Magellan Street

Existing Building Costs:

Existing residence:	1,311 square feet @ \$200.00/square foot	\$262,000
Existing garage:	462 square feet @ \$90/square foot	\$41,580
Existing deck:	16 square feet @ \$25.00/square foot	\$400
	Total Existing Value:	\$304,180
	80% of Total Existing Value:	\$243,344

New Construction Costs:

New conditioned space:	734 square feet @ \$200.00/square foot	\$146,800
New garage:	441 @ \$90.00/square foot	\$39,690
New deck/porch:	145 square feet @ \$25.00/square foot	\$3,625

Remodel Costs: (50% of "new construction" costs)

Remodel conditioned space:	1,127 square feet @ \$100.00/square foot	\$112,700
Remodel garage:	0 @ \$45.00/square foot	n/a
Remodel deck:	0 @ \$12.50/square foot	n/a

Total Construction/Remodel Cost: \$302,815 (99.5%)

Attachment: 205 Magellan Street - Nonconforming Calculation (Appeal of 205 Magellan)



420 Capitola Avenue
Capitola, California, 95010
Telephone: (831) 475-7300
FAX: (831) 479-8879
Website: www.cityofcapitola.org

September 10, 2018

Matthew Orbach

Re: 205 Magellan Street Appeal – Fireplace

The concern regarding the chimney from the neighbor's house being lower than the proposed second story addition is not an issue. The clearances described in both the California Residential Code and the California Mechanical Code apply to the building that the chimney is located on. Typically, many neighborhoods have dwellings that are at different levels topographically as well as differences due to one and two-story structures and chimneys are installed on them without issues. Additionally, chimneys quite often encroach into setbacks, as allowed by the code, which place them within 3 ft of property lines.

The neighbors should ensure that their chimney is fitted with a spark arrestor however to ensure that embers from their fireplace do not affect any of their neighbors.

Should you have any further questions or concerns please feel free to contact me.

Regards,

Robin Woodman, CBO

Building Official

Rear Decks and Windows in Cliffwood Heights				
Street #	Street Name	2nd Story Rear Deck	1 1/2 Story Rear Deck	2nd Story Side Windows
924	Balboa Avenue		X	
1014	Balboa Avenue		X	
1006	Balboa Avenue			X
909	Columbus Drive		X	X
949	Columbus Drive		X	X
829	Columbus Drive		X	X
106	Coronado Street			X
102	Coronado Street			X
137	Cortez Street	X		X
153	Cortez Street			X
161	Cortez Street			X
200	Cortez Street			X
205	Cortez Street			X
209	Cortez Street			X
211	Elinor Street			X
920	Kennedy Drive		X	X
158	Magellan Street		X	
212	Magellan Street		X	
153	Magellan Street			X
309	McCormick Avenue	X		X
318	McCormick Avenue	X		X
418	McCormick Avenue	X		X
424	McCormick Avenue	X		X
410	Monterey Avenue	X		X
416	Monterey Avenue	X		X
821	Monterey Avenue	X		X
701	Monterey Avenue		X	X
809	Orchid Avenue	X		X
516	Park Avenue	X		X
933	Sir Francis Avenue		X	
1013	Sir Francis Avenue			X
149	Sir Francis Court	X		
110	Washburn Avenue	X		X
315	Washburn Avenue	X		X
121	Wesley Street			X

Scott and Minnie Harway
205 Magellan Street
Capitola, CA 95010

RECEIVED
SEP 17 2018
CITY OF CAPITOLA

September 16, 2018

Capitola City Council
420 Capitola Avenue
Capitola, CA 95010

RE: 205 Magellan Street Design Permit

Dear Members of the Capitola City Council,

We are the homeowners of 205 Magellan Street, and are in the process of trying to remodel our home. We bought our home in July of 2002, and have lived there ever since. Over the last 2 years, we have been working diligently with the Capitola Planning Department, our neighbors and our design team to come up with a design and scale of a home that will be a positive change to our neighborhood, both aesthetically and economically.

On July 19, 2018, our Planning Permit was approved by the Planning Commission and on August 1st, 2018, an appeal was filed by Terrie Sterling, who resides at 124 Pebble Beach Drive in Aptos, California. In the appeal, Ms. Sterling listed 4 concerns she has with our home design: a second story window height, a second story rear deck, fire safety concerns and the basis for our variance. We would like to address each item individually:

1. **The second story window height:** In our design, we have 3 windows on the second story, south side exposure of our home that faces 201 Magellan Street (home owned by Ms. Sterling). In the plans for our second story, our setback is much greater than 9 feet that is required by code. Our second story setback is 11 feet to help preserve both our privacy and the privacy of our neighbors. The windows Ms. Sterling is questioning are small upper windows that will be used for light and ventilation. The sill of the windows are currently at 4'9" and are only 2 feet in height. Attached you will find some pictures of the view we would have from these windows. Due to the extra large setback, upper window location and the (approximately) 35 foot tall by 15 feet wide plum tree located in the vicinity, there is only a slight view of the roofline on Ms. Sterling's property. Frank Phantom of the Capitola Arc and Site Committee commended us on our choice of window size and location and our effort as a symbol of respect to enhance the privacy of our neighbors' at 201 Magellan Street. Furthermore, the vast majority of second story homes in our neighborhood have second story side facing window(s) that are somewhat larger than the

windows we have chosen. All five members of the Planning Commission stated they saw no problems with the side facing windows.

2. **The small second story rear deck in our plan:** We added the deck after a neighbor mentioned how much they loved their second story deck. We have designed a small, 3 feet wide by 15 feet long, second story deck toward the center of our second story. This is a small deck intended for viewing our amazing sunsets that occur behind our home. The deck is specifically designed to not be large enough for chairs or any patio furniture but only to step out on and enjoy the sunset view. Due to the larger than normal, 11 feet side setback, the rear 35 feet setback, and the large plum tree, we would only be able to see rooftops of our surrounding neighbors. After searching the Cliffwood Heights area, we noticed several second story, rear yard facing decks— with most of them much larger than what we designed and much closer to the property lines than ours. Those addresses are :

809 Orchid	137 Cortez
149 Sir Francis	309 McCormick
318 McCormick	330 Monterey
410 Monterey	416 Monterey
821 Monterey	516 Park Avenue
110 Washburn	315 Washburn

Additionally, our neighborhood also has several multi-level second story homes which most have a 1 & 1/2 story rear facing deck that are all much larger than what we have designed. While working with the Capitola Planning Department it was pointed out to us that in both the old and newly adopted building code, there is nothing that prohibits a rear facing second story deck. Four of the five members of the Planning Commission stated they saw no problem with our rear facing second story deck due to its small size and location in relation to our neighbors'. Planning Commission Chairperson, Sam Storey, referenced the large setbacks and stated our plans "showed concern and responsibility regarding the privacy of the neighbors". Storey went on to say how he felt our design was a "betterment of the neighborhood and community". Planning Commission member, TJ Welch, also referenced our large setbacks and saw no issue with our rear deck or side windows.

3. **Fire safety regarding a second story higher than our chimney:** Our chimney was inspected and cleaned in 2016, and a gas fire facade was put in immediately after. We also have an appropriate spark arrestor attached on the stack—giving us the assumption that Ms. Sterling has taken the same precautions on her property. As a Fire Captain for our local fire department and a Registered Nurse for our Regional Burn Center we both appreciate her concern for fire safety.
4. **The variance requested:** Four members of the Planning Commission stated they had no problem with our variance request. Sam Storey specifically stating that he "believes there is a special circumstance" in regards to our property . Our whole neighborhood is non-conforming in regards to setbacks- including the second story

homes. Storey also pointed out in reference to the Total Existing Value Cost Break-down, section 17.72.070 states: “cost shall not exceed 80% of the present fair market value of an existing structure”—and that it does not state that the cost shall not exceed 80% cost of reconstruction. Furthermore, Storey mentioned that “the idea compares cost vs cost, not cost vs fair market value”.

Attached you will find a petition and map of our neighborhood. The petition states “We, the neighbors of Scott and Minnie Harway, petition to agree with the City of Capitola Planning Department’s recommendation of approval and the Planning Commission’s vote of approval to grant them the design permit and variance for their first and second story addition to their home at 205 Magellan Street. We have reviewed their plans and feel that it will be a positive change to our neighborhood, both economically and aesthetically. We ask that the City Council of Capitola reject the appeal made by Terrie Sterling and grant Scott and Minnie Harway’s permit and variance”. The petition is signed by our immediate neighbors. Their locations of where they reside is marked on the map provided, including the 10 year renters that occupy the residence owned by the appellant.

As I mentioned before, we have owned our home and lived here since July of 2002. My wife and I and our 2 children are very involved members of our community. In that entire time we have lived here the appellant has never resided in her home- it has been a rental the whole time. In her appeal, Ms. Sterling states that her “backyard conversations would be heard” from our property- we feel that would be very difficult due to the fact that she resides in Aptos. The current tenants are wonderful people who have resided there for ten years and fully support our project in its entirety- along with the other members of our community as reflected in the signatures of support and the many individual letters of support that were sent to the Planning Department, Planning Commission and to the City Council Members as well.

We would also like to mention that the appellant filed and was approved by the Capitola Planning Department in May of 2001, and was issued a permit for a remodel with a second story addition that almost matched our new design. Included in her plans was a rear facing, second story deck and second story side facing windows, almost in the same areas that are in our design. How can a project of similar size, design and detail be approved and allowed to build for one party but not for the other?

Our response to the appellant’s concern regarding privacy; we are open to ideas of how we can come to a mutual agreement with this issue. Our privacy is just as important to us as well as all of our neighbors’. Some of those ideas we are willing to provide include:

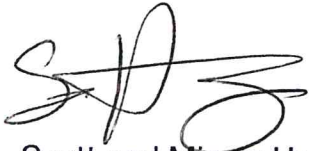
- Adding lattice to the top of the existing mutual fence to the maximum allowable height.
- There is currently the afore mentioned large plum tree that provides a tremendous amount of privacy for both residences— but should that tree ever need to be re-

moved, we would be willing to pay for a mutually agreed upon foliage, such as a *Pitofporum*, that can provide privacy for both parties.

We would also like to invite all council members to our home to see for themselves our extra large setbacks and what the potential views would be like from our proposed second story deck and windows. We strongly believe that once you see how removed our second story addition would be from the property line and angle of the view from those locations you will understand the preservation of the privacy we provided in our planning. We understand responding to this invite may be difficult so we provided the views in this packet.

We, Scott and Minnie Harway, agree with our neighbors, our community, the Capitola Planning Department's recommendation of approval and The Capitola Planning Commission's vote of approval for our design permit. We formally request that the members of the Capitola City Council approve our design permit and reject the appeal made by Terrie Sterling.

Respectfully,



Scott and Minnie Harway
(831) 588-4575 and (831) 227-3026



-VIEW FROM MIDDLE WINDOW ON 2ND STORY



Attachment: 205 Magellan Street - Harway Appeal Response Packet (Appeal of 205 Magellan)

- VIEW FROM 3RD - REAR WINDOW ON 2ND

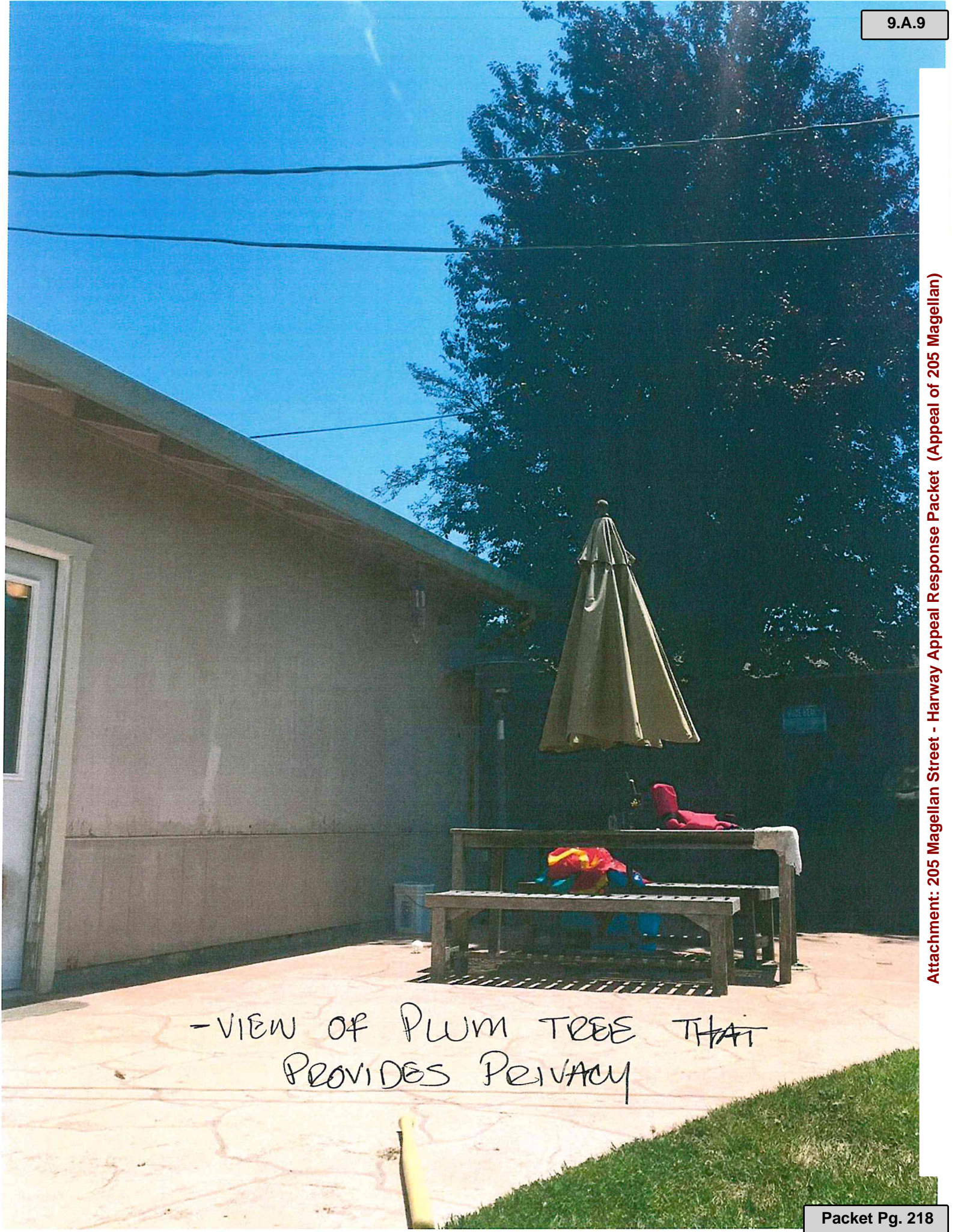


Attachment: 205 Magellan Street - Harway Appeal Response Packet (Appeal of 205 Magellan)

- PANORAMIC VIEW FROM LOCATION OF 7 - STEW D

Attachment: 205 Magellan Street - Harway Appeal Response Packet (Appeal of 205 Magellan)





-VIEW OF PLUM TREE THAT PROVIDES PRIVACY

Greg and Colleen Bellows
201 Magellan St
Capitola, CA 95010
831-234-7790

RECEIVED
SEP 17 2018
CITY OF CAPITOLA

July 9, 2017

To whom it may concern:

We reside at 201 Magellan Street in Capitola.
Our next door neighbors, Scott and Minnie Harway at 205 Magellan Street are doing a remodel of their existing residence.
They have shared the blueprints with us and the design to extend the garage out from the current location.
This will make their garage parallel to ours in relation to the street.
We are perfectly fine with this addition and do not have any hesitation or reservations about the pending construction.

Sincerely,



Greg Bellows



Colleen Bellows

Attachment: 205 Magellan Street - Harway Appeal Response Packet (Appeal of 205 Magellan)

From: **Kent Cramer** kentcramer@gmail.com
Subject: **Harway Project - 205 Magellan St**
Date: **Jul 18, 2018 at 5:36:01 PM**
To: **Planningcommission@ci.capitola.ca.us**
Bcc: **scottharway@yahoo.com**

July 18, 2018

To Whom It May Concern:

My wife Julie and I are the residents and homeowners of the property located at 208 Magellan Street. Our home is located directly across the street from the Harway's residence located at 205 Magellan Street. We write this letter to offer complete support of the pending remodel and property variance proposed.

We have personally reviewed the proposed changes for 205 Magellan Street, and we see no problems with any of the pending home improvements. We believe that the design is very tasteful and would be a very nice addition to the neighborhood. The variance for the property should not be questioned as the changes are well within the style and designs of the Cliffwood Heights neighborhood. The design has also taken all of the neighbors' privacy in to account. We do not feel as though any of our privacy will be compromised.

We would hate to see our neighbors forced to abandon these renovations and rejuvenations of their house and possibly leave our intimate community. Mr. and Mrs. Scott Harway have spoken to us in detail about these changes and have been very forthcoming about renovating their home. We believe these additions would not only add an updated aesthetic, but also continue with the style of Cliffwood Heights.

Please feel free to reach out to us for any further clarification.

Sincerely,

Julie and Kent Cramer

Attachment: 205 Magellan Street - Harway Appeal Response Packet (Appeal of 205 Magellan)

From: **Brian Hawes** brianh@OceanMist.com
 Subject: **Harway project located at 205 Magellan St.**
 Date: **Jul 18, 2018 at 3:39:28 PM**
 To: Planningcommission@ci.capitola.ca.us
 Cc: **Scott Harway** ScottH@centralfpd.com

To whom it may concern:

I am a Capitola resident and home owner at 813 Orchid Ave in the Cliffwood Heights neighborhood. I have resided here since 1997.

My wife and I are in support of this project for several reasons.

1. The Harway's are long time upstanding residents of this neighborhood and deserve to be able to accommodate their growing family, rather than move.
2. These homes are all the same. Their addition will give our neighborhood more charm and appeal, like the Jewel Box and Depot Hill.
3. I believe that every homeowner should be able to improve their home, so long as they follow the guidelines set by the city, which I'm sure they will.
4. Second story homes are mixed throughout our neighborhood and everyone is entitled to have one if they choose.

I hope this project is approved, so they can continue to raise their growing family in this neighborhood. We don't need to have any more absentee land lords operating their businesses to short time renters that have nothing at stake in this town.

Thank you for this consideration,

Brian Hawes
813 Orchid Ave.

Brian Hawes | Commodity Account Manager | Oceanmist.com

[\[p\]831-770-6450](tel:831-770-6450) [\[c\]\(831\)970-8191](tel:(831)970-8191)

**Come See Us at FSPMA
 Monterey, CA Booth #316**



From: John Walbridge burger153@hotmail.com
Subject: Residential Remodel @ 205 Magellan Street, #18-0184
Date: Jul 18, 2018 at 9:44:02 PM
To: planningcommission@ci.capitola.ca.us

July 17th, 2018

To Whom it May Concern;

We are Capitola Residents and homeowners in the Cliffwood Heights Neighborhood. Specifically, we reside at 153 Magellan Street and have done so since we bought our home in 1998.

The intent of this letter is to support the Harways' pending remodel approval. This is inclusive of the variance being applied for.

We have seen the building plans. We believe the future residence will be both accommodating to the Harway family and a nice addition to the Cliffwood Heights Neighborhood and Magellan Street. The elevations are pleasing to the eye as well as it will be another residence in our neighborhood that will not look as much like one of the original track homes; i.e. it will have a character all its own but still be very much in keeping with the surrounding homes and neighborhood feel.

In regard to the variance being sought: The existing residential structure is currently not within the set back. The addition will in no way make worse or make an appreciable difference to this existing condition. The second story will not be in the set back of course. In another words as it pertains to the existing first story set back if it is not broke don't fix it. Let's not incur any additional unnecessary costs to the Harways, fill our landfills even more, and waste more resources for no reason other than to correct a condition of no consequence that has been in existence for more than 40 years.

We welcome any questions or clarifications.

Sincerely,

John and Annelies Walbridge

153 Magellan Street
Capitola, CA 95010
John Cell: (831) 334-1952
Annelies Cell: (831) 332-1952

From: Ari Lessin arilessin@rocketmail.com
Subject: Harway
Date: Jul 19, 2018 at 4:33:03 PM
To: planningcommission@ci.capitola.ca.us

To whom it may concern

I am a local Capitola resident with children at Soquel Elementary and New Brighton Middle School. I have a small residential design business.

I have been assisting with the interior design and planning of the Harway remodel.

We have worked diligently to create a plan that is in keeping with the design and scale of the neighborhood architecture.

The Harway's have worked closely with their design team to conscientiously follow the rules of the Capitola Planning Department.

The Harway's are pillars of this community and have saved and thoughtfully planned for this remodel for 15 years.

It would be a shame if their hard won efforts were derailed by a suspect landlord with a questionable reputation who does not reside in a Capitola.

This is a well thought out and efficient design that will add value and beauty to the neighborhood.

Please feel free to contact me with any questions or concerns.

Best regards,

Ari Lessin
AriLessin Design
905 Capitola Avenue
[415-786-9229](tel:415-786-9229)

Sent from my iPhone

July 18, 2018

To Whom it May Concern;

We are Capitola Residents and homeowners in the Cliffwood Heights Neighborhood. My husband and I reside at 204 Magellan Street and have done so since we bought our home in 1977. Our home is located across the street from 205 Magellan St. The intent of this letter is to support the pending remodel approval as well as support the variance being applied for.

Mr. and Mrs. Harway have shared the building plans with us. We believe the remodel will be both accommodating to the family as well as a nice addition to our neighborhood and Magellan Street. The renovations are eye pleasing, it will give the home an updated look yet it will continue to stay in character with the homes in the neighborhood. The building plans have taken in account of the neighboring houses and families and we believe that our privacy will not be compromised.

To address to the variance being sought, the existing residential structure is currently not within the set back. The addition to 205 Magellan St will in no way make worse or make an appreciable difference to this existing condition.

We welcome any questions or clarifications.

Sincerely,

Annie and Steve Cramer

Orbach, Matthew (morbach@ci.capitola.ca.us)

From: scottharway@yahoo.com
Sent: Saturday, September 15, 2018 5:44 PM
To: Orbach, Matthew (morbach@ci.capitola.ca.us)
Subject: Fwd: Arc and Site Meeting
Attachments: Magellan.pdf

Matt,

Here is an email from Frank in support of our project and specifically addressing all the privacy concerns that Terrie brought forward.

Scott

Begin forwarded message:

From: Frank Phanton <frankphanton@gmail.com>
Date: September 15, 2018 at 2:17:00 PM PDT
To: scottharway@yahoo.com
Subject: Re: Arc and Site Meeting
Reply-To: frank@enviroTECTS.com

Scott,
 I just now got a chance to review this.

A great thing for your neighbor's privacy you have going is all the upper windows at the sides have such a high sill.
 This really enhances privacy since someone would have to be standing right up against the window to look out and down.

I'm thinking her concern is the deck at the South/Plan SW.
 This deck is limited in Use by it's size. This isn't a 'get everybody together for a BBQ' deck. It's not very clear on your drwgs that the deck is nearly 10' from the side property line. This should be highlighted somehow like sketched on 8 1/2 x 11 site plans and ready to hand to a couple commissioners.

Another thing you could have up your sleeve is a wall on each side of the deck....would mean moving door in lower mstr bdrm maybe....tried to show on sketch attached....

Hope this helps,
 Let me know,
 Frank

On Fri, Sep 14, 2018 at 4:42 PM <scottharway@yahoo.com> wrote:
 Hi Frank,

Just wondering if you got a chance to review those files I sent.

Thx
Scott

On Sep 14, 2018, at 8:10 AM, Frank Phanton <frankphanton@gmail.com> wrote:

Scott,mg
Just happened to be sitting here:)...
I believe I remember your project but hope you can send me a PDF so I can have another look?
Site, Floors, and Elevations?
More soon,
Frank

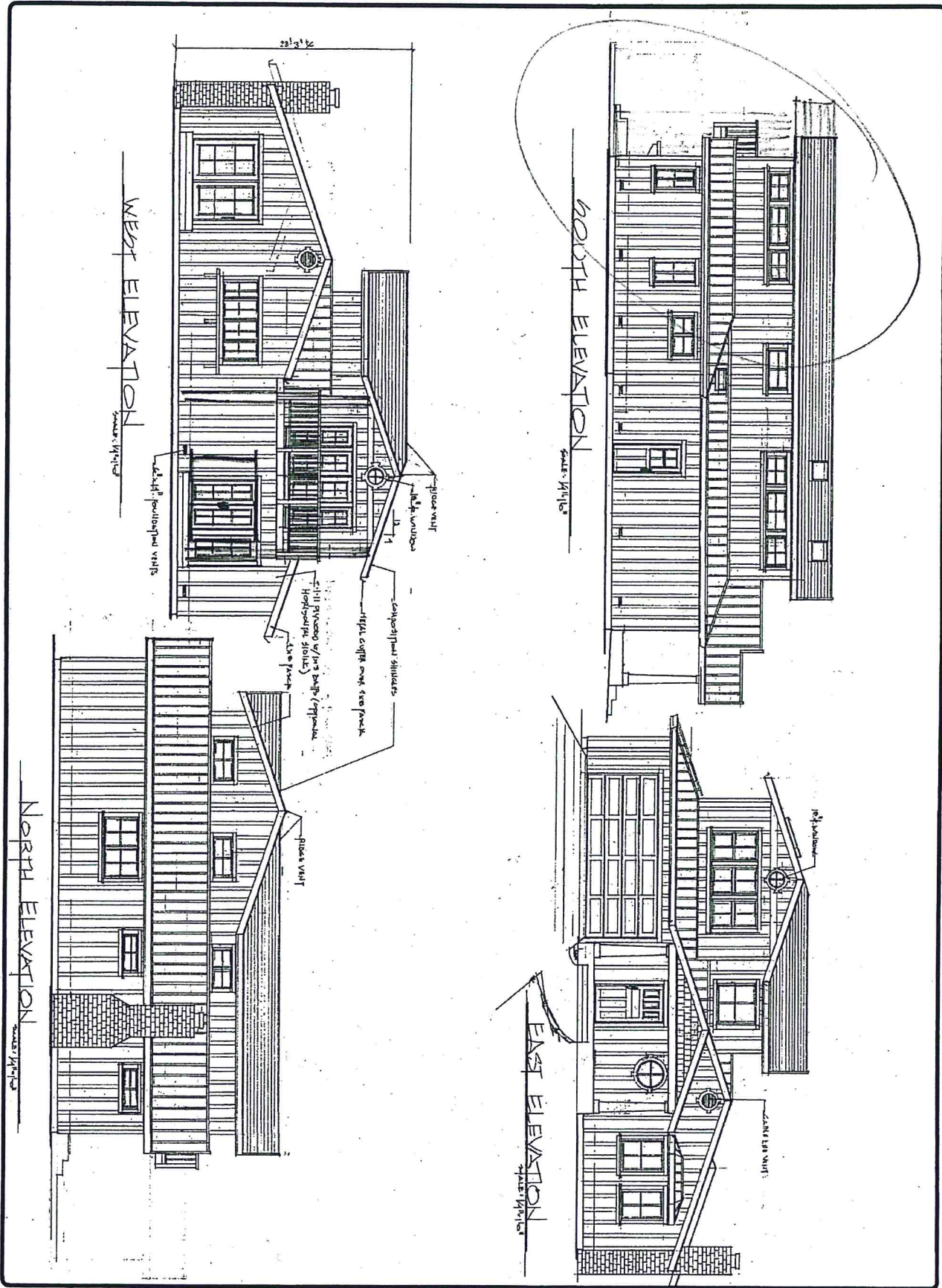
On Fri, Sep 14, 2018 at 7:58 AM scott harway <scottharway@yahoo.com> wrote:

Hello Frank,

My name is Scott Harway and my remodel and addition for our 205 Magellan St home in the Cliffwood Heights area went through the planning department back in early July. Our project was approved by both the planning department and eventually by the planning commission on July 19. Unfortunately the landlord that owns the property next to us has a filed an appeal against our project citing her concerns about her privacy. I remember during our arc and site meeting you specifically addressed the privacy issues she brought forward and how we altered our plans to protect both her and our privacy. If possible, I would love to discuss the matter further with you to get a deeper understanding of your opinion on our project in hopes to prepare us for confronting the appeal process in the upcoming city council meeting.

Thank you for your time,

Regards
Scott Harway
831-588-4575



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HARWAY ADDITION
 Scott & Minnie Harway 831.588.4575
 205 Magellan Street Capitola, CA 95010

ROBIN ALAGA
 250 Banting Hill Lane Capitola, CA 95026
 831.778.0817/24-4994 Cell: 831.749-4999
 rabrownfield@baylorlab.net

We, the neighbors of Scott and Minnie Harway, petition to agree with the City of Capitola Planning Departments recommendation of approval and The Planning Commission's vote of approval to grant them the design permit and variance for their first and second story addition to their home at 205 Magellan Street. We have reviewed their plans and feel that it will be a positive change to our neighborhood, both economically and aesthetically.

We ask that the City Council of Capitola reject the appeal made by Terrie Sterling and grant Scott and Minnie Harway's permit and variance.

Name	Address	Phone Number	Signature
Greg Bellows	201 Magellan St	831-734-7790	Greg Bellows
Colleen Bellows	201 Magellan St.	831-477-7150	Colleen Bellows
Samir Daoud	154 Magellan St.	83-818-0927	Samir Daoud
Merlin Thomas	154 Magellan St.	831-247-5381	Merlin Thomas
Chris Thomas	154 Magellan St	831-381-3686	Chris Thomas
Steve Shank	150 Magellan St	831-247-9514	Steve Shank
Gayle Shank	150 Magellan St.	831-247-9515	Gayle Shank
Ben Shank	150 Magellan St	831-247-9777	Ben Shank
Earl White	144 Magellan	476-2730	Earl White

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SEP 17 2018

CITY OF CAPITOLA

Name	Address	Phone Number	Signature
MALIA & KIERAN HORN	141 MAGELLAN ST. CAPITOLA, CA 95010	831-247-1955	<i>Malia Horn</i>
Paul Eastman	137 Magellan St Capitola, Ca 95010	831 945 0816	<i>Paul Eastman</i>
Larry L. Erwin	200 Magellan St. Capitola, CA	831-476-6897	<i>Larry Erwin</i>
ESSIE EWING	209 MAGELLAN CAPITOLA, CA 95010	479-8855	<i>Essie Ewing</i>
Edward A. Johnson	217 Magellan Capitola, CA	462 3095	<i>Edward Johnson</i>
Winehalond	221 Magellan	475-0940	<i>Winehalond</i>
Vince Censer	220 Magellan St	476-8695	<i>Vince Censer</i>
Annelies Walbridge	153 Magellan St	831 332 195	<i>Annelies Walbridge</i>
Devan Walbridge	153 Magellan St	831 251-1881	<i>Devan Walbridge</i>
John Walbridge	153 Magellan St	831 334-1952	<i>John Walbridge</i>
Julie Cramer	208 Magellan St.	831-515-7096	<i>Julie Cramer</i>
STEPHEN CRAMER	204 MAGELLAN ST	831 476 9443	<i>Stephen Cramer</i>
Kent Cramer	208 Magellan St	831-515-7096	<i>Kent Cramer</i>
Annie Cramer	204 MAGELLAN ST	831 476-9443	<i>Annie Cramer</i>

Attachment: 205 Magellan Street - Harway Appeal Response Packet (Appeal of 205 Magellan)

Name	Address	Phone Number	Signature
Adrienne Cramer	153 Sir Francis Ct.	831-247-9939	Adrienne Cramer
LAWRENCE DUKE	809 ORCHID AVE	831-475-7685	L. Duke
SHEENA DUKE	809 ORCHID AVE	831-475-7685	Sheena Duke
ROD FICKEL	200 ELINOR ST.	831-419-3526	Rod Fickel
Mr. Jill	200 ELINOR ST	831-419-2880	TERESA FICKEL
Amy Hawes	813 Orchid Ave	(831) 334-3404	Amy Hawes
Brian Hawes	813 Orchid Ave	831 970-8191	Brian Hawes
Russell Stephens	204 ELINOR ST	831 295-0546	Russell Stephens
Elizabeth Finkler	145 Magellan St	831-246-4680	Elizabeth Finkler
Ken Bryan	146 MAGELLAN ST	831 475-3938	Ken Bryan
ROD ATCHLEY	138 MAGELLAN ST.	(831) 475-4072	Rod Atchley
Kevin Campbell	161 Magellan St.	619-894-3528	Kevin Campbell
Stephen Gray	212 Magellan St.	831-475-1896	Stephen Gray
Andrew Wulf	817 Orchid Avenue	831-840-3409	Andrew Wulf
Lola Destro	817 Orchid Ave	408-533-5553	Lola Destro



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF SEPTEMBER 27, 2018

FROM: City Manager Department

SUBJECT: City Goals for Developing Capitola's Social Media Presence

RECOMMENDED ACTION: Receive presentation and provide direction.

BACKGROUND: More than 1 billion people use Facebook and Instagram. The City of Capitola has multiple Facebook and Instagram accounts; however, they are not necessarily being utilized to their fullest potential. The ability to disseminate information through social media channels is currently a missed opportunity to reach a wider audience and connect with the Capitola community.

Municipal use of social media channels is an effective way for government entities to connect with their communities, share information, and relate positively with the public. In the Monterey Bay Area, the City of Watsonville, the City of Scotts Valley, the City of Santa Cruz, the City of Monterey, and Carmel-By-The-Sea all have active Instagram accounts and Facebook pages. Their online presence has been an important component of their outreach and public communication (chart, Attachment 1). The Instagram accounts for the California State Parks, NASA, and The National Trust are examples of larger institutions harnessing social media to promote their missions and gain public support. Using social media can help organizations connect on a more personal level with their followers, provide better customer service, and present the human side of their businesses.

Currently, the City of Capitola Police Department, Recreation Division, the Capitola Historical Museum, and the Art and Cultural Commission have active Facebook pages that share department and commission-specific content with the public. Re-establishing the City of Capitola's "City Hall" Facebook and Instagram accounts and tying them to the other active City accounts will highlight not just one City department or commission, but everything that the City has to offer.

DISCUSSION: In the interest of providing City information to as many people as possible in an easily accessible, relatable way, the City of Capitola will make a concentrated effort to grow "City Hall's" online following on both Facebook and Instagram. (As social media evolves, different applications may be identified.) The goal will be to use the platforms to improve community connections and increase opportunities for citizen involvement in City activity. All content posted to the City's accounts will advance at least one of the following four specific themes:

- **Community Building:** Highlights the Capitola community. Examples: Capitola History, Recreation Department offerings

Social Media Status Update
September 27, 2018

- City Business: Informs the public of infrastructure improvements, City projects, and public safety. Examples: Public Works projects, Police Department updates
- Outreach: Inspires community involvement and engagement. Examples: City Council and other public meetings, government information
- Tourism: Encourages visits to Capitola. Examples: special City events, scenery, County-wide events when appropriate

On August 15, 2018, the City started a quiet campaign to slowly relaunch its social media. At the time its inactive Instagram account had 80 followers and 1 post. By mid-September, the City of Capitola Instagram account had 253 followers and 14 posts.

Staff is working on a Social Media Administrative Policy to regulate how social media is used by the City and the type of content that is presented to the public. The content themes identified above will be explained in the policy. In addition, the policy will ensure the City's posted content is professional, positive, appropriate, and nonpolitical in message.

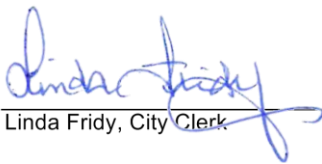
FISCAL IMPACT: None.

ATTACHMENTS:

1. Chart - other accounts

Report Prepared By: Chloe Woodmansee

Reviewed and Forwarded by:



Linda Fridy, City Clerk

9/21/2018

Social Media Accounts: Local Municipalities

<u>Account</u>	<u>Instagram Followers / Following</u>	<u>Facebook Followers</u>
City of Capitola	231 / 48	287
City of Santa Cruz	464 / 17	3,635
City of Scotts Valley	198 / 2	n/a
Town of Los Gatos	990 / 124	803
City of Watsonville	2,179 / 6,172	4,437
City of Monterey	29.6k / 575	16,619
Visit Carmel-by-the-Sea	23.4k / 1,704	41,222

*Numbers reflect account status September 17, 2018

Attachment: Chart - other accounts (Social Media Status Update)