

City of Capitola

City Council Meeting Agenda

Thursday, October 09, 2025 – 6:00 PM



City Council Chambers
420 Capitola Avenue, Capitola, CA 95010

Mayor: Joe Clarke
Vice Mayor: Margaux Morgan
Council Members: Gerry Jensen, Melinda Orbach, Susan Westman

Regular Meeting of the Capitola City Council – 6 PM

1. Roll Call and Pledge of Allegiance

Council Members Gerry Jensen, Melinda Orbach, Susan Westman, Vice Mayor Margaux Morgan, and Mayor Joe Clarke

2. Additions and Deletions to the Agenda

3. Additional Materials

Additional information related to an agenda item on this agenda and submitted to the City after distribution of the agenda packet pursuant to Government Code §54957.5. All correspondence 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.

- A. Item 6C - Correspondence Received
- B. Item 7A - Correspondence Received
- C. Item 7B - Correspondence Received
- D. Item 7C - Correspondence Received

4. Oral Communications by Members of the Public

*Oral Communications allows time for members of the Public to address the City Council on any "Consent Item" on tonight's agenda, or on any topic within the jurisdiction of the City that is not on the "General Government/Public Hearings" section of the Agenda. Members of the public may speak for up to three minutes, unless otherwise specified by the Mayor. Individuals may not speak more than once during Oral Communications. All speakers must address the entire legislative body and will not be permitted to engage in dialogue. **A maximum of 30 minutes** is set aside for Oral Communications.*

5. Staff / City Council Comments

Comments are limited to three minutes.

6. Consent Items

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

for separate discussion will be considered following General Government. Note that all Ordinances which appear on the public agenda shall be determined to have been read by title and further reading waived.

A. City Council Meeting Minutes

Recommended Action: Approve minutes from the regular meeting on September 25, 2025.

B. Transportation Safety Updates – Local Roadway Safety Plan and Bay Avenue Corridor

Recommended Action: Receive an informational report on the City of Capitola's Local Roadway Safety Plan initiative and the Bay Avenue Corridor Project.

C. Withdrawn Appeal of Coastal Development Permit

Recommended Action: No action required.

7. General Government / Public Hearings

All items listed in "General Government / Public Hearings" 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. Community Grants Award Recommendation

Recommended Action: Approve grant awards for the 2025 – 2027 Community Grants Program Cycle, as recommended by the City Council ad-hoc subcommittee.

B. Administrative Policy I-42: Code of Conduct

Recommended Action: Approve revisions to Administrative Policy I-42: Council and Board Code of Conduct.

C. Capitola Municipal Code Section 2.04.140

Recommended Action: Receive a report on agenda setting procedures and provide direction to staff.

D. City Check Registers

Recommended Action: Approve check registers dated June 13, 2025, June 27, 2025, July 4, 2025, July 11, 2025, July 18, 2025, July 25, 2025, August 1, 2025, August 8, 2025, August 15, 2025, August 22, 2025, August 29, 2025, September 5, 2025, and September 12, 2025.

8. Adjournment

The next regularly scheduled City Council meeting is on October 23, 2025, at 6:00 PM.

How to View the Meeting

Meetings are open to the public for in-person attendance at the Capitola City Council Chambers located at 420 Capitola Avenue, Capitola, California, 95010.

Other ways to Watch:

Spectrum Cable Television channel 8

City of Capitola, California YouTube Channel

To Join Zoom Application or Call in to Zoom:

Meeting

link: <https://us02web.zoom.us/j/83328173113?pwd=aVRwcWN3RU03Zzc2dkNpQzRWVXAydz09>

Or dial one of these phone numbers: **1 (669) 900 6833, 1 (408) 638 0968, 1 (346) 248 7799**

Meeting ID: **833 2817 3113**

Meeting Passcode: **678550**

How to Provide Comments to the City Council

Members of the public may provide public comments to the City Council in-person during the meeting. If you are unable to attend in-person, please email your comments to citycouncil@ci.capitola.ca.us and they will be included as a part of the record for the meeting. Please be aware that the City Council will not accept comments via Zoom.

Notice regarding City Council: The City Council meets on the 2nd and 4th Thursday of each month at 6:00 p.m. in the City Hall Council Chambers located at 420 Capitola Avenue, Capitola.

Agenda and Agenda Packet Materials: The City Council Agenda and the complete Agenda Packet are available for review on the City's website and at Capitola City Hall prior to the meeting. 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.

Si desea asistir a esta reunión pública y necesita ayuda - como un intérprete de lenguaje de señas americano, español u otro equipo especial - favor de llamar al Departamento de la Secretaría de la Ciudad al 831-475-7300 al menos tres días antes para que podamos coordinar dicha asistencia especial o envíe un correo electrónico a jgautho@ci.capitola.ca.us.

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 by clicking on the Home Page link "Meeting Agendas/Videos." Archived meetings can be viewed from the website at any time.

Gautho, Julia

From: Vanessa Hulgan <vanessahulgan@gmail.com>
Sent: Wednesday, October 8, 2025 6:29 PM
To: City Council
Subject: Public Comment 10/9/2025 on Park Ave Bluff Proposal (Application #25-0056)
Attachments: park ave trees.HEIC

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Mayor and Councilmembers,

My name is Vanessa Hulgan. I am a local teacher and monarch docent, and I am writing to speak for those who cannot — our monarch butterflies.

The proposed Park Avenue Bluff project (Application #25-0056), which includes approximately 1,300 linear feet of fencing, is adjacent to a protected wildlife habitat recognized by the California Department of Fish and Wildlife, located between Escalona Drive and Park Avenue. This area serves as an important overwintering site for monarch butterflies, providing the canopy cover, wind protection, and moisture balance they need to survive during migration.

The fencing installation will disrupt this critical habitat at a time when the Western Monarch population has already declined by more than 95% in recent decades. Even small disturbances such as grading, vegetation removal, or changes to canopy structure can alter the delicate microclimate monarchs depend on to survive the winter in Capitola.

I respectfully urge the City of Capitola to pause this proposal and consult with the California Department of Fish and Wildlife before moving forward. Additionally, I ask that the City protect the existing eucalyptus trees in this area — I recently observed six trees cut down on October 8, 2025 — as these trees are essential to the survival of overwintering monarchs.

Thank you for your time, attention, and commitment to protecting one of California's most iconic and threatened species.

Warm regards,
Vanessa Hulgan
 Teacher & Monarch Docent
 507 Escalona Drive
 Capitola, CA 95010

Attached: a photo of new growth trees cut down 10/8



Gautho, Julia

From: Leslie Paulides <lpbeach21@gmail.com>
Sent: Friday, October 3, 2025 11:54 PM
To: City Council
Subject: Item 7A - 10/9 city council meeting Thank you

I'd like to thank council members Orbach and Westman, the ad-hoc sub committee, and the City Manager staff for the recommended allocation of the Community Grants fund. The report indicates a thoughtful process that aligned with the budget and plan for Capitola.

The outcome based health and wellness grants are a wonderful way to proactively participate on behalf our community. Thank you for your contributions to this meaningful work.

Best regards,
Leslie Nielsen

Sent from my iPhone

Gautho, Julia

From: Woodmansee, Chloe
Sent: Monday, October 6, 2025 4:01 PM
To: City Council
Subject: FW: Funding Request for United4Youth Youth Leadership Programs in Capitola
Attachments: Letter to Capitola City Council .pdf

Honorable Mayor and Council,

Please see the attached letter from United Way of Santa Cruz County.

Thank you.

Warmly,

Chloé Woodmansee (she/her)

Assistant to the City Manager - City of Capitola

831.475.7300 x220



From: Pamela Velazquez <pvelazquez@unitedwaysc.org>
Sent: Monday, October 6, 2025 3:16 PM
To: Woodmansee, Chloe <cwoodmansee@ci.capitola.ca.us>
Subject: [PDF] Funding Request for United4Youth Youth Leadership Programs in Capitola

Hi Chloe,

I hope you are doing well! Please see my attached letter to the city council requesting funding for United4Youth. Please let me know if there are any additional questions.

Best,

Pamela Velazquez Janusz | Director of Community Impact

Pronouns: (she, her, hers)

United Way of Santa Cruz County
 4450 Capitola Road, Suite 106 | PO Box 1458
 Capitola, CA 95010
www.unitedwaysc.org
 831-275-1170



UNITED WAY
Santa Cruz County

Item 3 B.



October 6, 2025

Dear Mayor and Members of the Capitola City Council,

My name is Pamela Velazquez, I am the Director of Community Impact at United Way Santa Cruz County, and I am writing on behalf of United4Youth, our countywide initiative that unites youth-focused programs to uplift youth voice, expand access to resources, and champion youth well-being. United Way also serves as the fiscal sponsor for Cradle to Career, a separate agency. A fiscal sponsor is a nonprofit organization that agrees to provide administrative and financial oversight for a project or group that does not have its own tax-exempt (501(c)(3)) status. Funding allocated to Cradle to Career does not support United4Youth programs; this grant request is exclusively for United4Youth initiatives, including youth leadership, wellness, and civic engagement programs in Capitola and separate from Cradle to Careers request.

Our request for funding is to continue the Youth Liaison program in Capitola, which connects youth to city leadership, civic engagement opportunities, and peer education initiatives. Funding will also support key programs that directly benefit Capitola youth:

- **Jóvenes Sanos (JS)**- A youth leadership program at Soquel High School that reduces mental health stigma and promotes wellness through peer education and advocacy.
- **Youth Action Network (YAN)** - Engages youth and adults in civic leadership, including Youth City Liaisons who serve as direct connections between Capitola youth and the City Council.
- **Youth Participatory Action Research (Y-PAR)** - Empowers youth to investigate community issues and develop solutions grounded in their experiences.

United4Youth provides youth ages 14-18 in Capitola with meaningful opportunities to lead initiatives, promote wellness, and actively contribute to their community. Youth Liaisons strengthen city engagement, facilitating youth participation in civic decisions and amplifying their perspectives. Jóvenes Sanos allows youth to lead peer wellness programs, while Y-PAR equips youth to conduct research and develop evidence-based recommendations for decision-makers.

With continued support, United4Youth ensures Capitola youth gain measurable leadership experience, actively participate in civic initiatives, and influence local programs and policies that enhance community well-being. Your investment in the Youth Liaison program is a direct investment in the future leaders and engaged citizens of Capitola.

I humbly request that you reconsider your original recommendation and fund United4Youth and Cradle to Career. Thank you for your consideration and commitment to the next generation of community leaders.

Sincerely,

Pamela Velazquez
Director of Community Impact, United Way of Santa Cruz County
pvelazquez@unitedwaysc.org

We ignite our community to give, advocate and volunteer so that our youth succeed in school and life, our residents are healthy and our families are financially independent

Gautho, Julia

From: Mick <qwakwak@gmail.com>
Sent: Saturday, October 4, 2025 8:17 AM
To: City Council
Subject: Code of Conduct

Council members,

I am unable to find any language in the proposed Code of Conduct complaint process that requires the city to publicly acknowledge a complaint has been filed. The proposed process allows the Council to simply ignore any complaint as it is silently swept under the carpet after 45 days.

Imagine this, a council member(s) makes an egregious statement at a venue other than a formal City Council meeting while acting in an official capacity. A citizen who overhears the statement files a complaint. The Council feels this will portray them as a whole in a negative manner if the complaint is made public. They simply refuse to publicly acknowledge the complaint and it vanishes after 45 days.

Based on the actions of certain past Council members, this is not out of the realm of possibility.

The proposed process needs a rewrite to require all Code of Conduct complaints are publicly acknowledged by the Council.

Mick Routh

Sent from my iPhone

Gautho, Julia

From: John <jxmuly@gmail.com>
Sent: Friday, October 3, 2025 6:10 PM
To: City Council; City Clerk
Subject: 7C

Brutal and aimed at the future. Love it.

Warmly JM

Capitola City Council

Agenda Report

Meeting: October 9, 2025

From: City Manager Department

Subject: City Council Meeting Minutes



Recommended Action: Approve minutes from the regular meeting on September 25, 2025.

Background: Attached for City Council review and approval are the draft minutes from the regular meeting on September 25th.

Attachments:

1. Regular Meeting 9/25/2025

Report Prepared By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager

City of Capitola

City Council Meeting Minutes

Thursday, September 25, 2025 – 6:00 PM



City Council Chambers
420 Capitola Avenue, Capitola, CA 95010

Mayor: Joe Clarke
Vice Mayor: Margaux Morgan
Council Members: Gerry Jensen, Melinda Orbach, Susan Westman

Closed Session – 5:15 PM

- i. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov't Code § 54956.8)
Property: Capitola Wharf Buildings, 1400 Wharf Road (APN: 034-072-01)
City Negotiator: Jamie Goldstein, City Manager
Negotiating Parties: JFS Incorporated (dba Capitola Boat and Bait)
Under Negotiation: Terms of Lease

Regular Meeting of the Capitola City Council – 6 PM

1. **Roll Call and Pledge of Allegiance** – *The meeting was called to order at 6:00 PM. In attendance: Council Members Jensen, Orbach, Westman, Vice Mayor Morgan, and Mayor Clarke*
2. **Additions and Deletions to the Agenda** – *City Manager Goldstein requested to pull Item 9E from the agenda; it will return to the Council for consideration in late October.*
3. **Presentations**
 - A. *Mayor Clarke presented a proclamation to Council Member Orbach (as the City's METRO representative) recognizing September 29 through October 5 as "Week Without Driving 2025."*
4. **Report on Closed Session** – *The City Council met and discussed one item on the Closed Session agenda. No reportable action was taken.*
5. **Additional Materials**
 - A. *Item 8A – Two emails received after publication of the agenda packet.*
 - B. *Item 8B – Two emails received after publication of the agenda packet.*
 - B. *Item 9A – Sixty-six emails received after publication of the agenda packet.*
 - C. *Item 9B – One hundred and eighty-five emails received after publication of the agenda packet.*
 - D. *Item 9C – One email received after publication of the agenda packet.*
6. **Oral Communications by Members of the Public**
 - *Mary Beth Cahalen*
 - *Dorothy Anton*
 - *Gina Thompkins*
 - *Melody*
 - *Speaker*
 - *Keith Cahalen*

7. Staff / City Council Comments

- *City Manager Goldstein announced that staff will be holding a Town Hall at New Brighton Middle School on 10/8 at 6 PM to discuss zoning changes at the Capitola Mall.*
- *Council Member Westman provided comments on her attendance at a recent Seniors Council meeting; announced she has appointed Jacques Bertrand as her alternate to the Seniors Council.*
- *Council Member Morgan provided comments on her experience as an elected official in Capitola.*
- *Council Member Jensen provided comments on his attendance at the Visit Santa Cruz Board meeting.*
- *Council Member Orbach provided comments on her attendance at the Capitola Art and Wine Festival.*
- *Mayor Clarke expressed appreciation for the Capitola Beach Festival organizers and challenged the City Manager to a paddleboard race; and requested agenda items in November, December, or January to conduct performance evaluations for the City Manager and City Attorney.*

8. Consent Items

- A. City Council Meeting Minutes
Recommended Action: Approve minutes from the regular meeting on September 11, 2025.
- B. Capitola Municipal Code Title 17 Amendments
Recommended Action: 1) Adopt an ordinance amending Capitola Municipal Code Title 17: Zoning for the Residential Multifamily Zone and the Zoning Map; and 2) adopt an ordinance amending Capitola Municipal Code Title 17, Chapter 17.74: Accessory Dwelling Units.
(Ordinance Nos. 1069 and 1070)
- C. Coastal Conservancy Grant Application
Recommended Action: Authorize staff to submit a grant application to the State Coastal Conservancy for the Esplanade Park Coastal Access Enhancement & Adaptation Plan.
- D. Landscape Design and Planting Plan for the Park at Rispin Mansion
Recommended Action: Receive report.
- Motion to approve the Consent Calendar: Council Member Orbach**
Council Member Westman requested additional information on Item 8D.
Second: Vice Mayor Morgan
Voting Yea: Council Members Jensen, Orbach, Westman, Vice Mayor Morgan, and Mayor Clarke

9. General Government / Public Hearings

- A. Bay Avenue and Hill Street Traffic Safety Update
Recommended Action: Receive an update on the Bay Avenue and Hill Street intersection and provide direction regarding next steps.
- Council Member Jensen recused himself from the item due to a conflict of interest arising from his financial investment in his primary residence. Public Works Director Kahn presented the staff report.**
- Public Comment:**
- **David Fox**
 - **Liz McDade**
 - **Speaker**

- **Speaker**
- **Ed Bottorff**
- **Paula Bradley**
- **Marie Martorella**
- **Adrienne West**
- **Dorothy Anton**
- **Keith Cahalen**
- **Bob Lipton**
- **Speaker**
- **Enrique Dolmo Jr.**
- **Hajin Coblani**
- **Kathy Howard**

The City Council discussed the merits of the options presented for the intersection and how other traffic issues have exacerbated the traffic congestion.

Motion to pursue Option 2 for the Bay Avenue and Hill Street intersection, restoring the previous road configuration: Council Member Orbach

Amendment proposed to include funding for the flag program proposed by the Bay Avenue Senior Housing residents: Council Member Westman

Amendment Accepted: Council Member Orbach

Second: Council Member Westman

Voting Yea: Council Members Orbach, Westman, Vice Mayor Morgan, and Mayor Clarke

Abstain: Council Member Jensen

The Council took a recess at 7:29 PM and reconvened at 7:39 PM. Council Member Jensen returned to the dais at 7:41 PM.

B. Code of Conduct Complaint

Recommended Action: Determine whether the complaint filed by Kevin Maquire against Council Member Orbach on June 12, 2025, should be added to a future agenda for further discussion and determination, or dismissed for the reasons stated in Administrative Policy I-42.

City Clerk Gautho presented the staff report. The Mayor limited public comment to one minute per speaker.

Public Comment:

- **Jenny Vij Olsen**
- **Laura Lee Martin**
- **Stephanie Brongloo**
- **Cynthia Matthews**
- **Shebreh Kalantari-Johnson**
- **Theresa Maguire**
- **Alamia Basaldua**
- **Speaker**
- **Sonia Brunner**
- **Amy**
- **Peter Wilk**
- **Scott Rohlf**
- **Arielle Gray**
- **Nicholas Brown**

- **Kristen Brown**
- **Chris O’Connell**
- **Tina**
- **Chaley Zachmeyer**
- **Shannon McQuade**
- **Speaker**
- **Matt Farrell**
- **Speaker**
- **Natasha Pedrosa**
- **Darlene Briano**
- **Paula Bradley**
- **Grace Studson**
- **Solodine Sao**
- **Carla Christensen**
- **Gavin Roth**
- **John Lamb**
- **Justin Maffia**
- **Juan Pedosa**
- **Mary Beth Cahalen**
- **Jacques Bertrand**
- **Ed Bottorff**
- **Speaker**
- **Speaker**
- **Bob Lipton**
- **Jim Weller**
- **Speaker**
- **Kevin Maguire**
- **Speaker**
- **Speaker**

Motion that the Council not pursue the Code of Conduct complaint and deny Mr. Maguire’s claim: Mayor Clarke

Second: Vice Mayor Morgan

City Council Members provided comments on the Administrative Policy’s language; Council Member Jensen requested that revisions to the Code of Conduct policy be put on the next agenda for Council consideration. The City Council invited Kevin Maguire to come speak at the next City Council meeting about his experience.

**Motion amended to authorize the City Manager to expend up to \$10,000 for mediation between the parties: Council Member Jensen
Council Member Westman called the question.**

Motion amended to state that the Council will no longer pursue the Code of Conduct violation: Mayor Clarke

Second: Vice Mayor Morgan

Voting Yea: Council Members Jensen, Orbach, Westman, Vice Mayor Morgan, and Mayor Clarke

The City Council took a recess at 9:01 PM and reconvened at 9:06 PM.

- C. Sustainable Transportation Planning Grant for the Capitola Active Transportation Plan
Recommended Action: Provide direction to staff.

The City Council discussed implementation of an ad-hoc subcommittee, composed of Mayor Clarke and Council Member Jensen, to ensure that grant activities comply with Capitola Municipal Code Chapter 8.72.

Public Comment:

- Andrew Hoeksema
- Janine
- Speaker

Motion to appoint an ad-hoc subcommittee, composed of Mayor Clarke and Council Member Jensen, to work with staff and Ecology Action to ensure compliance with Capitola Municipal Code Chapter 8.72: Council Member Westman

Second: Vice Mayor Morgan

Voting Yea: Council Members Jensen, Orbach, Westman, Vice Mayor Morgan, and Mayor Clarke

- D. Capitola Community Center Renovation - Quarterly Progress Report
Recommended Action: Receive a quarterly progress report on the Capitola Community Center Renovation Project.

Public Works Director Kahn presented the staff report.

Public Comment:

- Speaker

- E. Award of Construction Contract for Treasure Cove Playground Project
Recommended Action: Adopt a resolution awarding the construction contract for the Treasure Cove Playground Project to SSB Construction, Inc. in the amount of \$2,446,238, authorizing the City Manager to execute the construction contract, and authorizing the Public Works Department to issue a notice to proceed upon final contract execution. ***(Pulled from agenda by staff)***

- F. City Council Request for a Special Meeting
Recommended Action: Identify potential dates, structure, and topics for the proposed meeting.

City Clerk Gautho presented the staff report.

Public Comment: None

The City Council expressed a desire to hold a 2.5-hour meeting to discuss the following:

- ***Topics to include a budget presentation, revenue sources, and long-term projections for revenue.***
- ***Staff updates on the following: Capitola Mall development, 41st Avenue changes, Stockton Street Bridge, Cliff Drive Resiliency Project, the Park at Rispin Mansion Project and building renovation, City Hall property, Capitola Bandstand Project, update on Jade Street Projects, anticipated street projects, plans for a Village hotel, bluff erosion on Depot Hill, sea level rise study, plans to help the Village be more resilient to storm damage, Capitola Wharf and Wharf Master Plan, annexation feasibility study, draft 5 Year CIP Projects List.***

The Council provided direction to staff to repurpose the second November meeting (November 20th at 6:00 PM) to discuss the list of topics identified during Council discussion.

10. Adjournment

The meeting adjourned at 9:44 PM. The next regularly scheduled City Council meeting is on October 9, 2025, at 6:00 PM.

ATTEST:

Joe Clarke, Mayor

Julia Gautho, City Clerk

Capitola City Council

Agenda Report

Meeting: October 9, 2025

From: Public Works Department

Subject: Transportation Safety Updates – Local Roadway Safety Plan and Bay Avenue Corridor



Recommended Action: Receive an informational report on the City of Capitola's Local Roadway Safety Plan initiative and the Bay Avenue Corridor Project.

Background: In February 2025, the City Council reviewed the Bay Avenue Corridor Study and endorsed Alternative 2, a roundabout-based design, as the preferred concept for long-term improvements at key intersections. At that time, Council directed staff to pursue opportunities to fund the corridor improvements so the City could move the project forward into design and construction phases.

Following Council's direction, the City prepared and submitted an application to the Regional Transportation Commission (RTC) under the Regional Transportation Improvement Program (RTIP) to fund the final design of the Bay Avenue Corridor. A final funding decision by the RTC is expected in November 2025.

In addition, staff begin work on a Local Roadway Safety Plan (LRSP). An LRSP is intended to be a data-driven, high-level safety plan that positions the City for Highway Safety Improvement Program (HSIP) grants and strengthens the City's competitiveness for a range of state and federal funding opportunities.

Staff has also advanced the Bay Avenue Corridor Project through additional technical analysis and stakeholder outreach.

Discussion:

Local Roadway Safety Plan (LRSP): The Local Roadway Safety Plan is a planning tool encouraged by both Caltrans and the Federal Highway Administration. It enables local jurisdictions to identify crash patterns, evaluate roadway and behavioral risk factors, and develop actionable safety improvements consistent with the Safe System Approach promoted by the U.S. Department of Transportation. Adoption of an LRSP is now a prerequisite for eligibility for Highway Safety Improvement Program funding.

The Capitola LRSP will review five years of citywide crash data, analyze trends, and identify emphasis areas such as speeding, impaired driving, and collisions involving vulnerable road users. It will also incorporate an equity assessment to highlight transportation safety challenges facing disadvantaged populations. The plan will recommend both general countermeasures and targeted priority locations, including Bay Avenue, for implementation.

Although the LRSP is primarily a data-driven process, community engagement is planned to ensure resident perspectives are reflected. A community meeting to discuss the LRSP and the Bay Avenue Corridor Project will be held on October 28, 2025, at New Brighton Middle School. At this meeting, staff and the consultant will introduce the LRSP effort, present top safety challenge areas, and invite residents to participate in an online survey that will launch in early October.

A second public outreach effort will occur later in 2025, where staff will summarize survey and meeting feedback and present preliminary countermeasures and recommended priority corridors. This information, combined with crash data analysis, will shape the Draft LRSP. The Draft LRSP will be completed in early 2026, followed by a Final Plan, which will be presented for Council adoption. Adoption will establish the City's eligibility for HSIP grants and provide a roadmap for future safety-related funding.

Bay Avenue Corridor – Progress and Outreach Launch: Since February 2025, staff has advanced the Bay Avenue Corridor Project into concept refinement and stakeholder engagement. Work to date

includes new traffic data collection during school drop-off and pick-up periods and a summer festival weekend, right-of-way analysis at the Bay/Capitola and Bay/Hill intersections, and refinement of CAD layouts showing potential roundabout designs and complete street improvements.

In September 2025, focused stakeholder meetings were held with businesses and property owners near the Bay/Capitola and Bay/Hill intersections. A separate meeting with the Bay Avenue Senior Housing community is planned but has not yet been scheduled. The discussions to date have provided input on access needs, traffic operations, and corridor safety priorities.

The next step is a public meeting to discuss the Bay Avenue Corridor Project and the LRSP, scheduled for October 28, 2025, at New Brighton Middle School. At this event, staff will present the refined Bay Avenue Corridor layouts alongside the LRSP findings, allowing residents to see the connection between the citywide safety plan and this specific corridor project. Public input will also be collected through an online survey and social media outreach.

Completion of this outreach phase will provide refined corridor concepts that are “shelf-ready,” positioning the project to advance into design and construction when funding becomes available. This readiness is especially important, considering the pending RTC grant application and anticipated future opportunities.

Fiscal Impact: Both the LRSP and Bay Avenue Corridor outreach and refinement efforts were budgeted in FY 2024–25 and rolled over into the current fiscal year. The RTC grant application is pending. No additional budget action is required at this time.

Attachments:

1. Bay Avenue Corridor Public Outreach Plan
2. LRSP Public Outreach Plan

Report Prepared By: Jessica Kahn, Public Works Director

Reviewed By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager

Project: Bay Avenue Corridor Outreach
Date: September 2025
Re: Public Outreach Plan Summary

This outreach plan outlines the engagement strategy for the Bay Avenue Corridor project, developed in response to Council direction in February 2025 to refine roundabout concepts and gather community input before advancing design.

Engagement Schedule

The engagement effort will occur September–December 2025, with key milestones including stakeholder meetings (September–October), a joint community meeting (October 28, 2025), an online survey (October–November), and a Council presentation (Winter 2025/26).

Project Description

The City retained Kimley-Horn in 2024 to conduct a corridor safety and traffic analysis study of Bay Avenue between Highway 1 and Park Avenue. The Bay Avenue corridor study investigated feasible long-term roadway and intersection improvements to enhance traffic operations and safety for vehicles, bicyclists, and pedestrians. The corridor study analysis encompasses the effort of several ongoing transportation projects in the City including the quick-build improvements at the Bay Avenue and Hill Street intersection and engineering support for PG&E undergrounding at the Bay Avenue and Capitola Avenue intersection.

In February 2025, Kimley-Horn presented the corridor study findings and recommendations to the Council for the project’s next steps. The Council approved the recommendation to pursue the roundabout alternative for Bay Avenue and provided direction to conduct public outreach and refine the corridor concept layouts. The results of these tasks will advance the planning and design phases of the Bay Avenue corridor project so it is “shelf-ready” for future grant opportunities.

Figure 1: Project Site Map



Bay Avenue Corridor

A corridor study of Bay Avenue was conducted to assess current and future needs of the transportation route with a focus on mobility, safety, operations, and economic development for all users. The primary objectives of the Bay Avenue Corridor study are consistent with several existing goals outlined in the City of Capitola General Plan.

The City's General Plan describes a vision of Bay Avenue as a thriving destination that serves residents and visitors in addition to providing a roadway system that enhances community aesthetics and promotes a high quality of life. The Bay Avenue vision also identifies several policies and actions to achieve these General Plan goals which include:

- Conducting a streetscape master plan,
- Evaluating the feasibility of different intersection control such as roundabouts, and
- Ensuring major development projects contribute to the vitality and function of Bay Avenue as a thriving commercial district.

Long-term proposed improvements include sidewalks, bike lanes, pedestrian crossings, roundabouts, and curb bulb-outs along the Bay Avenue corridor. Emergency vehicle and bus access will be maintained. Roundabouts and curb bulb-outs would enhance roadway safety and create spaces that are opportunities for public life, landscaping, and public art. Roundabouts can also reduce maintenance costs, saving costs over time. Curb bulb-outs also add space to sidewalk areas that can be used to create more vibrant public spaces.



The project will contribute to improved quality of life in Capitola by calming traffic, reducing emissions, and enhancing the quality, usefulness, and overall character of the Bay Avenue corridor. The City seeks public feedback to help shape how this future roadway improvement project should serve the community, especially people that will use this corridor.

Bay Avenue / Hill Street Intersection

As part of the broader Bay Avenue Corridor Study, the City implemented short-term safety enhancements at the Bay Avenue and Hill Street intersection in 2024. This quick-build project was intended to test potential design strategies, gather feedback from the community, and improve immediate safety conditions for drivers, pedestrians, and cyclists. The temporary improvements included:

- Reduced Travel Lanes: Two travel lanes were removed to slow traffic and reduce the number of vehicles entering the intersection at the same time.
- Pedestrian Safety: Painted curb extensions shortened pedestrian crossing distances and minimizing the time spent in the path of vehicles and bicycles.

- Bicycle Safety: Buffered bike lanes, marked with green paint, were added to provide greater separation between cyclists and motor vehicles.



Prior to implementing this design, City staff engaged in several months of outreach with local businesses and residents. These modifications are designed to be temporary measures to assess their effectiveness. Safety considerations are paramount, with all parties emphasizing the importance of prioritizing safety in the evaluation of these temporary traffic interventions.

In September 2025, the City Council directed staff to restore the prior lane configuration while retaining and enhancing key safety features such as high-visibility crosswalks and signage. Construction is planned for completion by the end of 2025, weather permitting.

The City is assessing long-term options for the Bay/Hill intersection as part of the broader corridor study and is seeking feedback to help shape how this future roadway improvement should serve the community.

Key Stakeholders & Partner Agencies

- Businesses & Property Owners: Corridor shopping centers (Crossroads, Nob Hill), small businesses (restaurants, markets, bakeries), and banks.
- Neighborhood & Residents: Bay Avenue Senior Apartments, nearby residential streets, and neighborhood associations.
- Schools & Churches: Soquel Elementary, New Brighton Middle, Soquel High, and local congregations along Bay Avenue.
- Institutions: Capitola Post Office, Capitola Police Department, and Central Fire District.
- Partner Agencies & Utilities: Santa Cruz Metro, RTC, Caltrans District 5, Santa Cruz County Public Works, Soquel Creek Water District, PG&E, AT&T, and Charter.

Engagement Materials

- Maps & Exhibits: Concept layouts for roundabouts at Bay/Capitola and Bay/Hill, before/after cross-sections, and right-of-way impact exhibits.
- Traffic & Safety Analysis: Graphics illustrating traffic counts, turning movements, and pedestrian/bike safety data.

- Fact Sheets: One-page handouts describing benefits of roundabouts and corridor safety features.
- Online Tools: Public survey with QR code links, project website updates, and social media announcements.
- Visual Comparisons: Photos and examples of roundabouts and traffic calming from similar California communities.

Comment Database & Summary Write-up

All feedback collected through stakeholder meetings, the community meeting, and the online survey will be compiled into a single database. This information will be analyzed and summarized in a final outreach report. The report will describe the key themes and priorities identified by the community, explain how the feedback will be incorporated into the project, and note any suggestions that cannot be implemented due to feasibility, cost, or other constraints. This summary will be shared with the City Council to inform refinement of the Bay Avenue Corridor concepts and guide future project decisions.

Community Engagement Events

The outreach effort for the Bay Avenue Corridor project includes both focused stakeholder discussions and broader public engagement. The events are structured to gather input from key groups along the corridor while also ensuring the general public has opportunities to participate.

- Stakeholder Meeting #1 – Bay/Capitola (September & October 2025): Discussions with corridor businesses and property owners near the Bay/Capitola intersection to review concept layouts and access needs.
- Stakeholder Meeting #2 – Bay/Hill (September & October 2025): Focused outreach to property owners and businesses near the Bay/Hill intersection to discuss safety and traffic operations.
- Stakeholder Meeting #3 – Bay Avenue Senior Apartments (Fall 2025): Targeted meeting with senior housing residents to understand mobility, accessibility, and safety priorities.
- Stakeholder Meeting #4 – General Public (October 28, 2025): Joint community meeting with the Local Roadway Safety Plan (LRSP) effort at New Brighton Middle School. This meeting will provide an overview of corridor concepts and citywide safety priorities and allow for broad community feedback.
- City Council Meeting: Following completion of stakeholder and public engagement, staff will return to Council with a summary of comments, survey results, and recommended refinements.

Next Steps

Next steps include continuing outreach through Fall 2025, refining corridor concepts with community input, and returning to Council with an outreach summary and recommendations.

Project: Local Roadway Safety Plan (LRSP)
Date: September 2025
Re: Public Outreach Plan Summary

Introduction & Purpose

This Public Outreach Plan Summary describes how the City of Capitola will engage the community as part of preparing the Local Roadway Safety Plan (LRSP). The LRSP is a comprehensive, data-driven plan that identifies crash patterns, priority safety issues, and targeted improvements to reduce severe and fatal collisions on City streets. Adoption of the LRSP will also make Capitola eligible to apply for Highway Safety Improvement Program (HSIP) grants and strengthen competitiveness for other state and federal funding.

Project Outcomes

The LRSP is intended to:

- Understand the factors that contribute to collisions
- Develop strategies to reduce traffic injuries and fatalities
- Provide an action plan to prioritize safety improvements
- Increase the City’s competitiveness for safety funding opportunities

Stakeholder & Community Outreach

Stakeholder involvement is a key component of the LRSP process. Outreach will include City departments, partner agencies, and community groups with knowledge of local traffic and safety concerns.

Stakeholder groups include:

- City Departments: Public Works, Police, Education, Fire, and others involved in roadway operations and safety
- County and Regional Partners: Santa Cruz County Public Health, Regional Transportation Commission, and partner transit agencies
- Community Representatives: Schools, bicycle and pedestrian advocates, and nonprofit organizations

Community Engagement Events

Two primary public engagement events are planned:

- Pop-Up Event 1 – October 28, 2025 (New Brighton Middle School):
Joint meeting with the Bay Avenue Corridor project to introduce the LRSP, present top safety challenge areas, and launch the online survey.
- Pop-Up Event 2 – Late November 2025 (TBD):
Follow-up meeting to summarize survey feedback, present refined recommendations, and review proposed countermeasures at five priority locations.

Online Survey

An interactive Social PinPoint map survey will launch on October 3, 2025, and remain open for at least four weeks. Residents will be able to identify safety concerns by dropping map “pins,”

provide comments, and upvote or downvote other feedback. The survey will help the City prioritize emphasis areas and specific locations for safety improvements.

Technical Tasks

The LRSP will include:

- Crash Data Analysis: Review of the most recent five years of crash data to identify high-frequency locations, trends, and primary contributing factors
- Equity Assessment: Evaluation of how traffic safety challenges affect disadvantaged populations
- Policy Review: Identification of opportunities to strengthen policies related to engineering, enforcement, education, and emergency response
- Safety Strategies: Development of recommended engineering and programmatic strategies for priority locations

Public Outreach Schedule

- October 3, 2025: Launch of online survey
- October 28, 2025: Pop-Up Event 1 – Joint public meeting with Bay Avenue Corridor project
- Late November 2025: Pop-Up Event 2 – Review feedback and refined recommendations
- Early 2026: Draft LRSP completed and shared with Council and community
- Mid-2026: Final LRSP adoption by City Council

Capitola City Council

Agenda Report

Meeting: October 9, 2025

From: Community and Economic Development Department

Subject: Withdrawn Appeal of Coastal Development Permit



Recommended Action: No action required.

Background: On July 17, 2025, the Planning Commission approved Application #25-0056 for a Coastal Development Permit and Fence Permit, submitted by the Santa Cruz Regional Transportation Commission (RTC). The project consists of approximately 1,300 linear feet of split-rail fencing and four safety signs.

The project site includes a stretch of coastal bluff located between the Santa Cruz Branch Rail Line and the Pacific Ocean. In 2023, severe winter storms caused multiple sections of the bluff to collapse, significantly reducing the buffer between informal walking paths and the bluff edge. These events intensified long-standing concerns about public safety, particularly given the presence of unauthorized foot traffic along informal trails on the coastal side of the rail line. The proposed fencing project is intended to deter unsafe access and prevent potential accidents near the unstable bluff edge.

On August 26, 2025, the City received a timely appeal of the Coastal Development Permit (CDP), citing concerns that the fence would limit informal public access to the bluff, reduce visitor opportunities, and conflict with Capitola's Local Coastal Plan (LCP) and the California Coastal Act. The appeal was specific to the CDP and did not contest the fence design or development standards.

Following the appeal, RTC and City staff met with the appellant and interested parties on multiple occasions to help clarify risks and hear concerns related to the fence alignment.

On September 29, 2025, RTC submitted a revised plan modifying portions of the fence alignment. The updated design allows access closer to the bluff in certain locations, while ensuring that, in all cases, the fence remains landward of the 20-year erosion setback. This modification provides opportunities for coastal public views while maintaining necessary safety protections.

On September 30, 2025, the appellant withdrew the fence appeal based on the amended design.

The amended alignment is considered a minor modification of the Planning Commission approval as the requested change complies with all post-decision criteria of Capitola Municipal Code (CMC) Section 17.156.070.C and the fence regulations of CMC Chapter 17.60. The Community and Economic Development Director may authorize minor changes to an approved project if the changes comply with all of the criteria of the two sections of code. On October 1, 2025, the minor modification was approved by the Director.

Attachments:

1. RTC Updated Fence Alignment (9/29/25)
2. RTC Updated Bluff Images (9/29/25)
3. Appellant Withdrawal

Report Prepared By: Katie Herlihy, Community and Economic Development Director

Reviewed By: Julia Gautho, City Clerk; Samantha Zutler, City Attorney

Approved By: Jamie Goldstein, City Manager



Legend

- Sign Post Locations
- End Point
- Start Point
- Access Point
- ▨ Contractors Staging Area
- Rail Line
- Split Rail Fence Alignment
- Top of Bluff (Dashed where Inferred)



Top of Bluff may be undermined

0 15 30 60 Feet

County of Santa Clara, Santa Cruz County, Maxar, Microsoft
Contractor to complete field measurements ("field survey") at the start of construction to verify and determine existing and proposed dimensions, geometry and elevations as shown. Final fence alignment to be determined based on field survey results.



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Top of Slope

Top of Bluff may be undermined

Top of Bluff may be undermined

Top of Bluff may be undermined

20' min (typ)

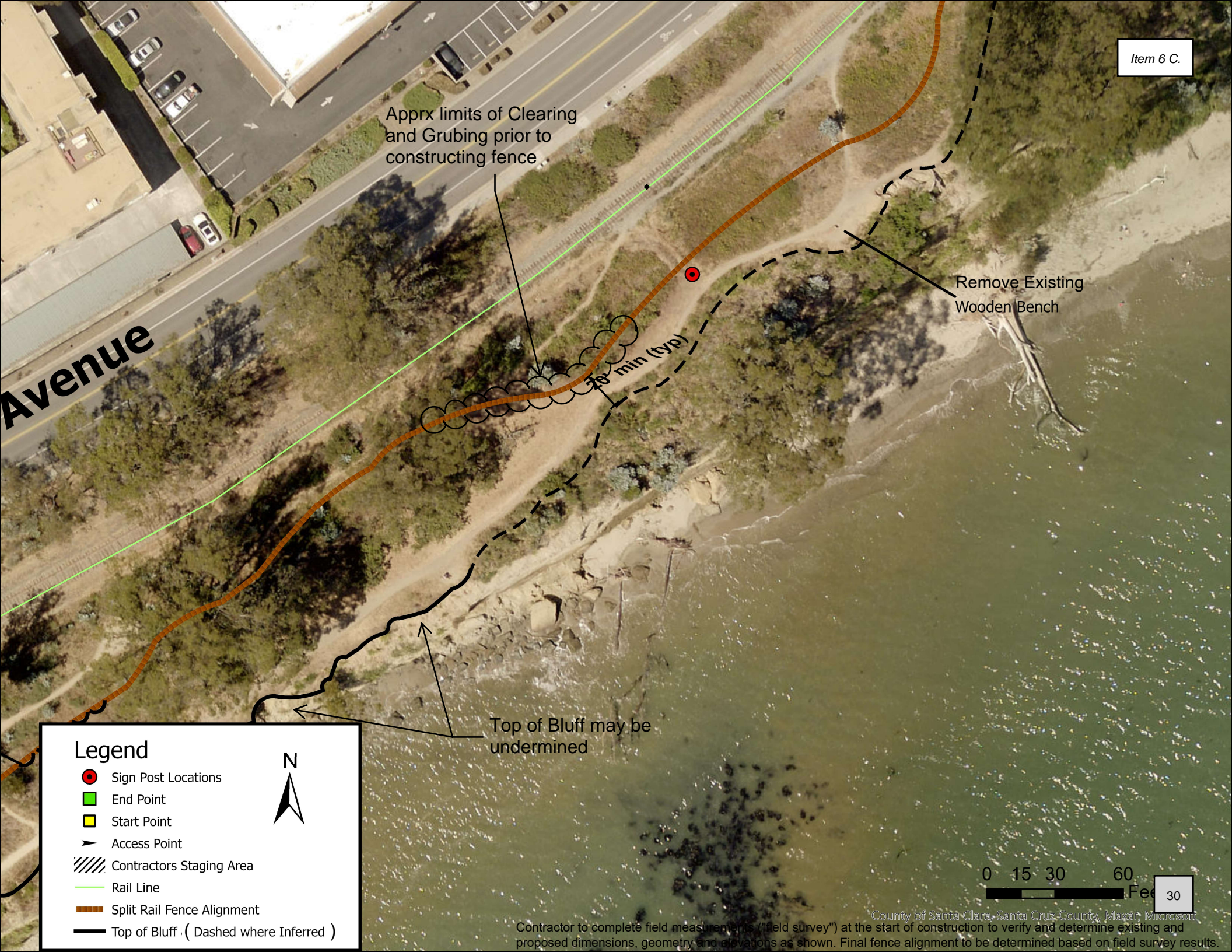
Legend

- Sign Post Locations
- End Point
- Start Point
- Access Point
- ▨ Contractors Staging Area
- Rail Line
- Split Rail Fence Alignment
- Top of Bluff (Dashed where Inferred)



0 15 30 60 Feet

Contractor to complete field measurements ("field survey") at the start of construction to verify and determine existing and proposed dimensions, geometry and elevations as shown. Final fence alignment to be determined based on field survey results.



Legend

- Sign Post Locations
- End Point
- Start Point
- Access Point
- ▨ Contractors Staging Area
- Rail Line
- Split Rail Fence Alignment
- Top of Bluff (Dashed where Inferred)



0 15 30 60 Feet

End Fence location to be confirmed in the field based on site topography

Apprx limits of Clearing and Grubbing prior to constructing fence

Wooden Bench

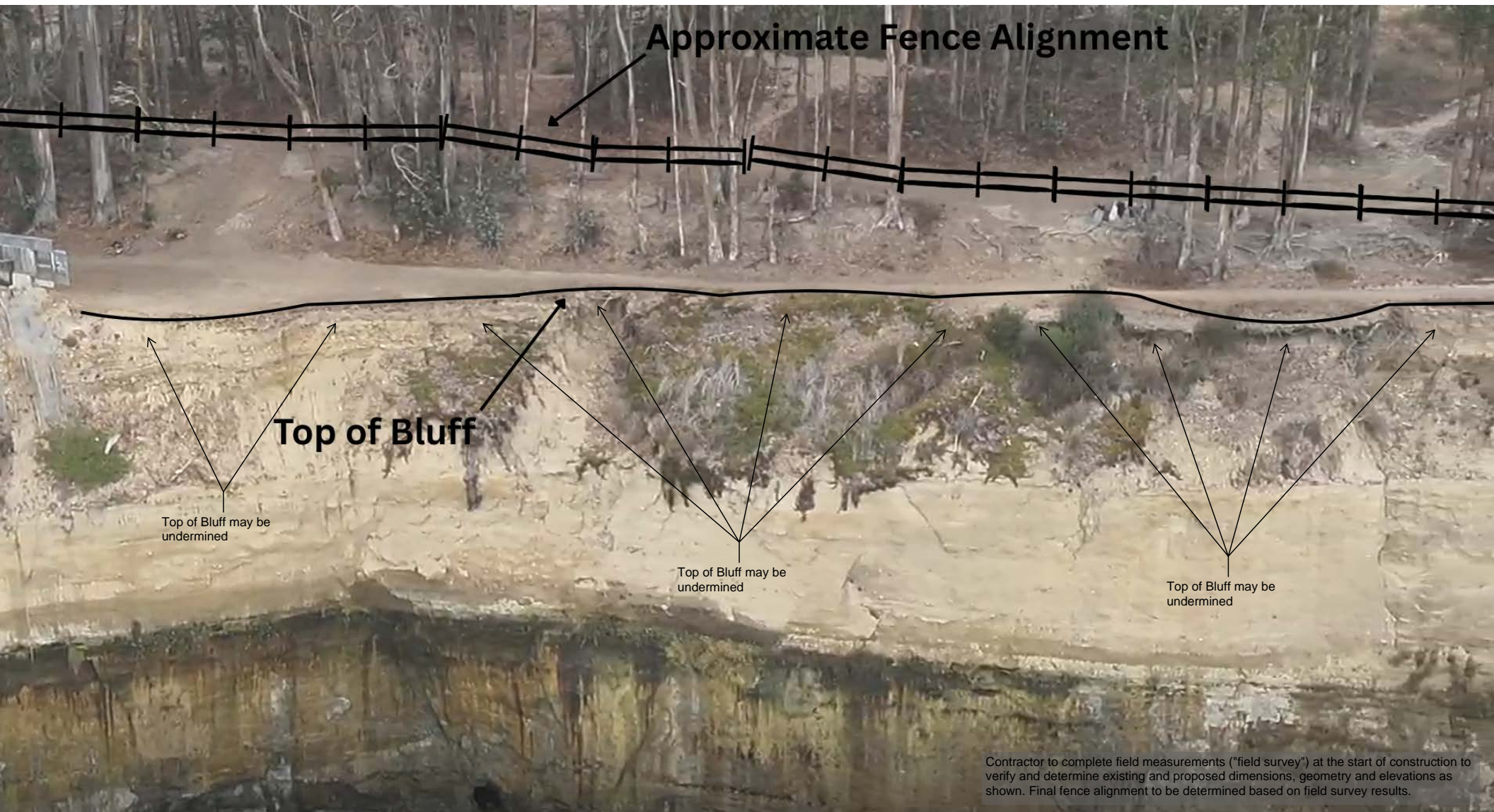
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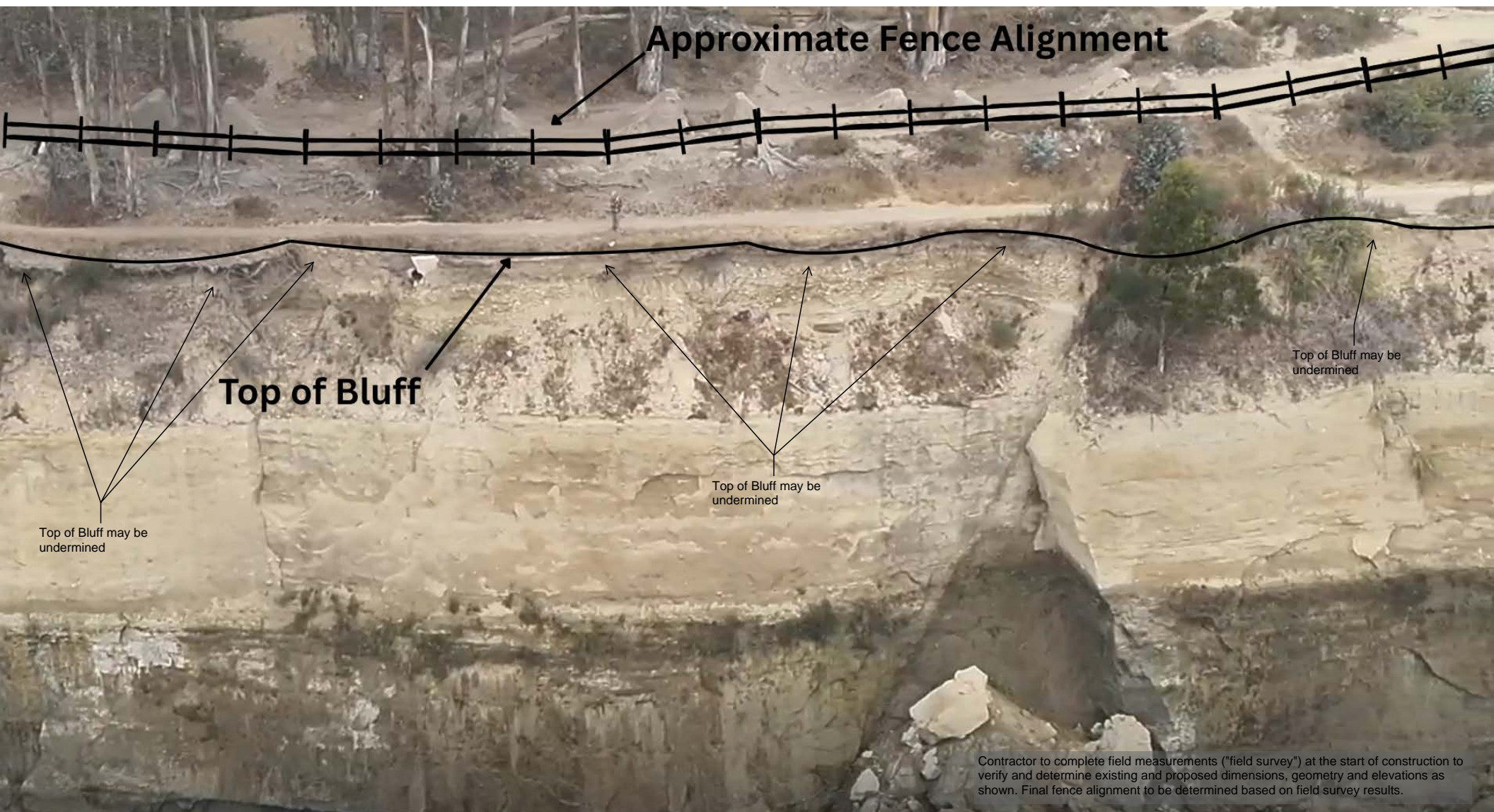
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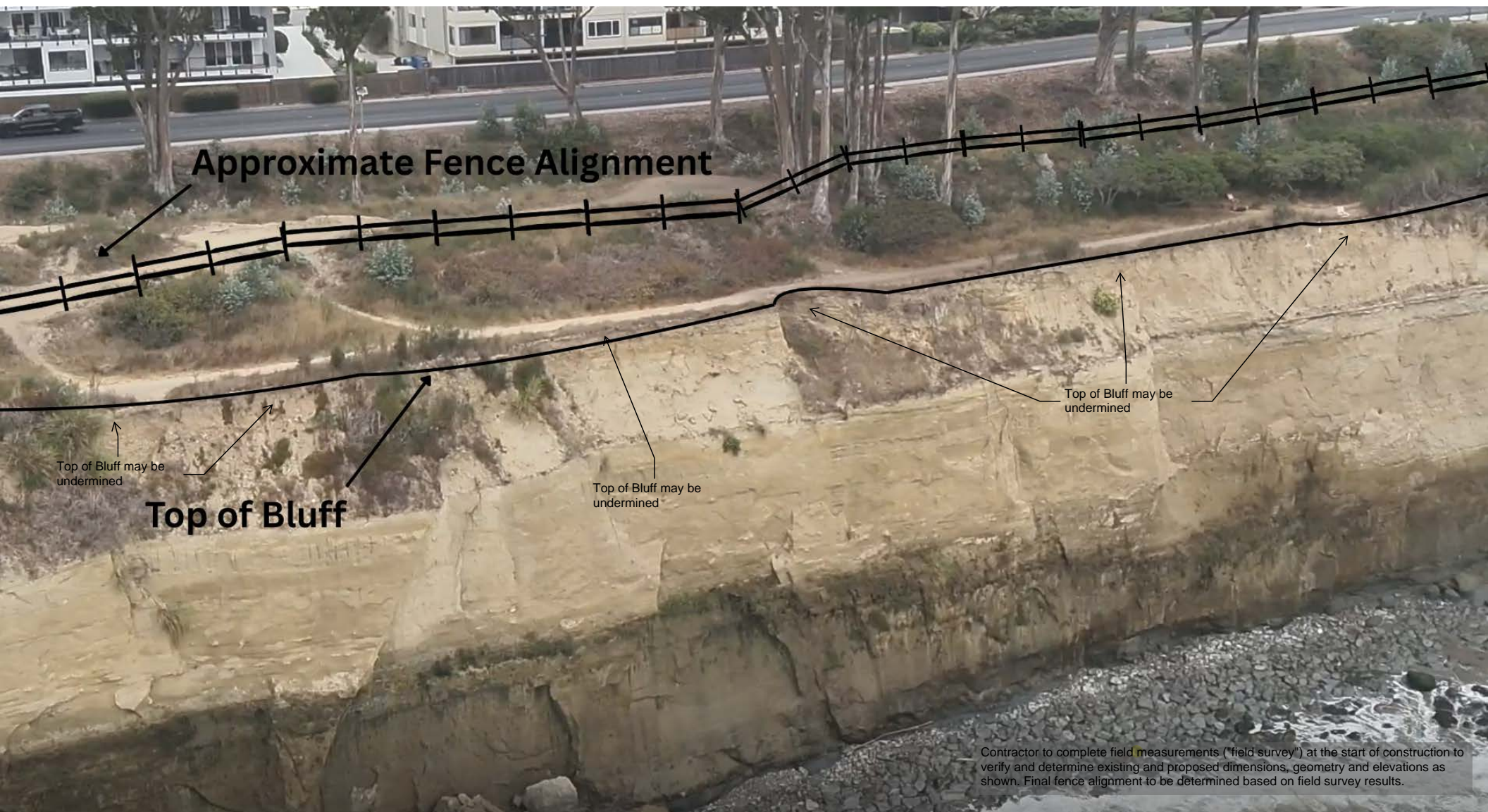


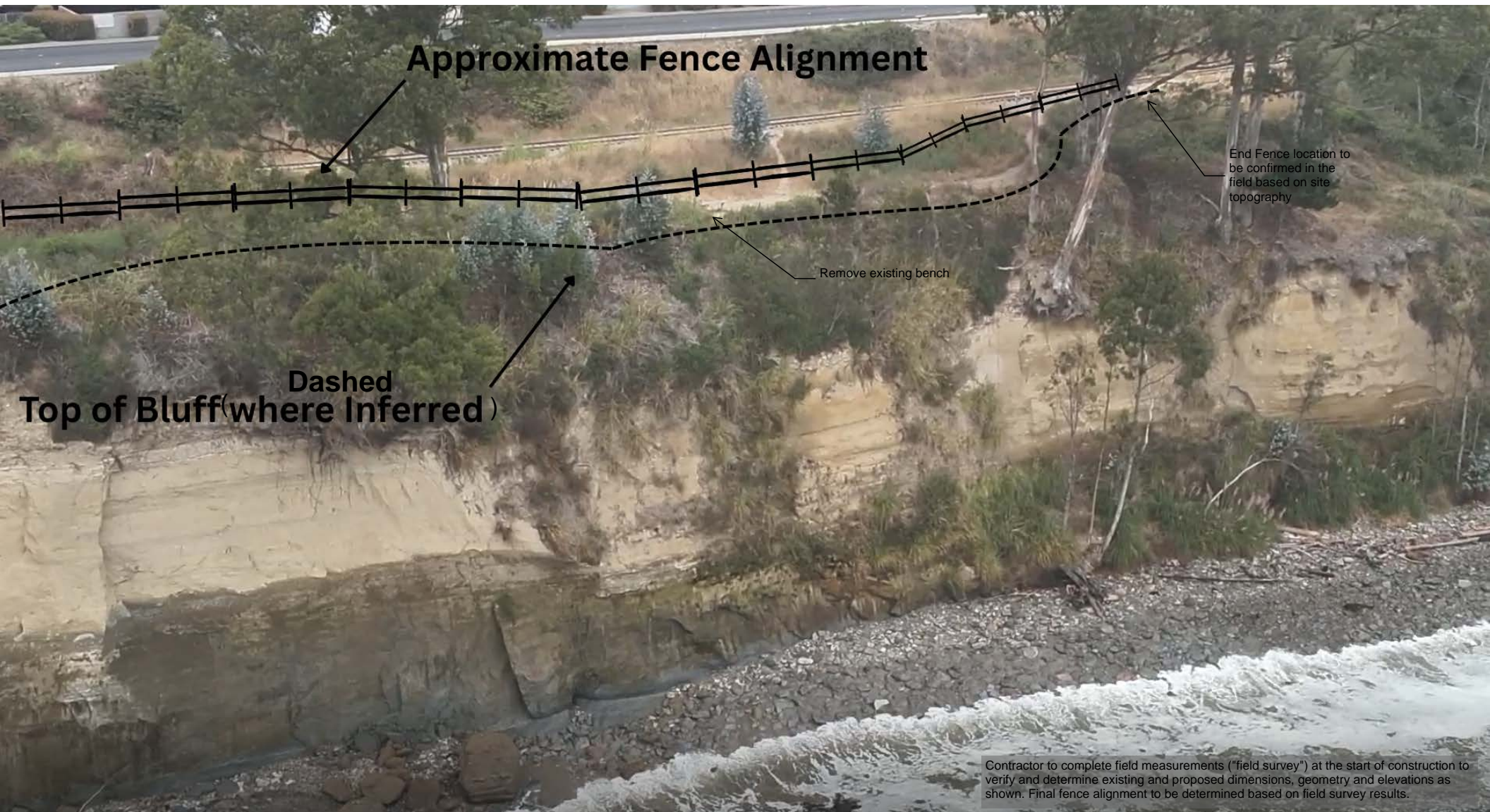
0 15 30 60 Feet

Contractor to complete field measurements ("field survey") at the start of construction to verify and determine existing and proposed dimensions, geometry and elevations as shown. Final fence alignment to be determined based on field survey results.









September 30, 2025

Hi Katie,

Thank you—and Sean, Amin, Riley, and your SJ State intern (go Spartans!)—for taking the time to review my appeal and for meeting me out on the Park Ave. bluff. I really appreciate how respectfully everyone has listened and how much effort the RTC team put into walking the area and seeing things the way residents do. It made a big difference to me.

The changes you shared with me today (9/30) to the fence plan at the north address my concerns about public access to this area and do what's needed to keep ocean views open and inviting for everyone—neighbors and visitors alike.

So, with those updates in place, I'm officially withdrawing my appeal of the fencing project.

Stepping back a bit: as a community, I hope we keep in mind just how special the handful of places along this stretch—the east side right-of-way—are for ocean views. There are only four approaches between the Boardwalk and La Selva Beach where the ocean views open up:

- The Harbor
- Cliff Drive and the Capitola Trestle
- Park Ave. Bluff
- Sumner Beach to Manresa Park

Anyone who's ever looked for a place to enjoy the ocean knows a view like that doubles the value of real estate compared to lots just a block away! These spots are precious, and, if we handle them right, people will be able to enjoy these views for generations when public access is part of the plan.

Let's continue to approach decisions about these four areas with care and creativity, making sure we hold onto what makes them so special.

Thanks,

Brad



CITY OF CAPITOLA APPEAL INFORMATION

CITY OF CAPITOLA COMMUNITY DEVELOPMENT DEPARTMENT
420 CAPITOLA AVENUE, CAPITOLA, CA 95010
831-475-7300 WWW.CITYOFCAPITOLA.ORG

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Appellants should always attend the hearing to present their case to the decision makers.

CITY OF CAPITOLA

APPEAL APPLICATION FORM

TYPE OF APPEAL (check one)	APPEAL FEE
Coastal Appeal XXXXXXXX	See Fee Schedule \$0

APPELLANT INFORMATION	
Name: Bradley Todd	
Address: 1001 Sir Francis Ave, Capitola	Zip 95010
Phone: 408 442 2805	
Email: Brad.g.todd@gmail.com	
APPEAL INFORMATION	
Project Address: Coastal Bluff Adjacent to Park Avenue.	
Assessor's Parcel Number (APN) 036-201-02	
Property Owner: Santa Cruz County	
Application Number:	

Capitola Coastal Bluff Fence Appeal

Key Grounds for Appeal

Bradley Todd's appeal regarding the proposed fencing along the coastal bluff adjacent to Park Avenue relies on several requirements from Capitola's Coastal Overlay Zone (COZ) and Local Coastal Program (LCP), as well as the California Coastal Act. The central concerns relate to:

- Preserving and enhancing public access to 1,300 feet of coastal bluff,
- Maintaining or enhancing public ocean views,
- Ensuring low-cost public recreational access,
- Providing opportunities for visitors and maintaining coastal resources, and

Significance of Public Use—Informal Survey Findings

A critical component of the appeal is the **informal survey** conducted by the appellant, which demonstrates

- Approximately **15 people per daylight hour** (about **200 people per day**) regularly walk or bike the area between Park Avenue and the bluff, enjoying direct ocean views from the bluff rather than from the street above.
- On special occasions (e.g., local events like the Wharf-to-Wharf race), usage can be even higher.
- This empirical evidence underscores that **public use of the bluff area is regular, significant, and active**, not just hypothetical or occasional.

This survey data meaningfully supports the appeal by providing **quantitative evidence of the community's ongoing use and enjoyment** of this scenic resource. The proposed fencing would eliminate a valued access point for hundreds, if not thousands, of visitors every year.

Regulatory Background and Policy Context

The COZ and LCP require that any development, including fencing:

- Be consistent with LCP/Coastal Act mandates for maximizing public access and recreational use;
- Protect, maintain, and enhance scenic and visual resources;
- Weigh public safety needs carefully against these other priorities.

Past staff analysis appears to have overlooked this user group, focusing only on car and pedestrian views from Park Avenue rather than those utilizing the bluff path directly. **The survey's data highlights that these users represent a substantial portion of the population impacted by the proposed closure.**

Precedents and Alternative Approaches

- Other Capitola coastal sites—such as Grand Avenue, Cliff Drive, and New Brighton State Park—use various design solutions (setback fencing, signage, railings, landscape buffers) that balance public safety and continued public access.
- The appeal recommends that the City and RTC consider **less restrictive safety measures** or even **expand and formalize public access** along the 1,300' coastal bluff segment to create a unique park opportunity for both residents and visitors.

Conclusion

Including the informal survey findings makes clear that **the project's impact would be substantial**: eliminating a well-used, unique access and view corridor for ~ 7,000 visits annually. This contravenes the goals of Capitola's LCP and the California Coastal Act

to **maximize public access and recreation** along the coast. The City and RTC should explore safety solutions that **preserve or enhance existing public use**—as documented by real-world visitor data—instead of foreclosing it.

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Citations for context:

- Capitola Municipal Code 17.44.010 & 17.44.130
- Capitola Local Coastal Program
- California Coastal Act
- Comparable coastal management examples (Grand Avenue, Cliff Drive, New Brighton State Park)

Capitola City Council

Agenda Report

Meeting: October 9, 2025

From: City Manager Department

Subject: Community Grants Award Recommendation



Recommended Action: Approve grant awards for the 2025 – 2027 Community Grants Program Cycle, as recommended by the City Council ad-hoc subcommittee.

Background: On June 26, 2025, the City Council adopted the FY 2025–26 Budget, which allocates \$133,000 from the General Fund \$64,000 to the Early Childhood and Youth Programming (ECYP) fund to the Capitola Community Grants Program.

In addition, in this year's budget Council approved \$280,000 in Community Development Block Grant (CDBG) funding for Second Harvest Food Bank and Grey Bears to support programs that expand access to healthy food for families and provide essential senior services such as Lift Line and other resources.

On July 24, 2025, staff provided a presentation to the City Council about the Community Grants Program and requested Council feedback on elements of the Program, such as funding allocations, duration, and reporting requirements. After receiving a presentation and public comment, Council reaffirmed the three grant categories: Health and Wellness, Healthy Environments, and Healthy and Stable Housing and Shelter. In addition, the Council requested that recipients of "Outcome" grants (organizations receiving more than \$7,500/year) be required to provide a presentation to the City Council at a public meeting on an annual basis.

Council directed staff to release a notice of funding availability (NOFA) for a two-year community grants program cycle, including \$133,000/year in General Funding and \$49,000/year of Early Childhood and Youth Programming (ECYP) Funding. The Council also directed staff to allocate an additional \$15,000 of ECYP funding to the City's Community Services and Recreation Department to provide scholarships for local youth access to City programs. The two-year grant cycle is designed so that individual organizations' annual grant funding will remain the same in the Capitola Fiscal Year 2026-2027 Budget. The grant awards are valid and enforceable only if sufficient funds are available to the City for that future fiscal year.

During the July 24 meeting, the Council appointed Council Members Orbach and Westman to an ad-hoc subcommittee to review Community Grants Program applications. After the NOFA was released, grant applications were accepted for a month - due on August 29. On September 8, staff met with the ad-hoc subcommittee, who made the attached recommendation on how to allocate available grant funding to applicants.

Discussion: The ad-hoc subcommittee focused on providing the most funding possible to all applicants and maintained the recommendation to allocate \$15,000 of ECYP funds to Community Services and Recreation Department scholarships. Because General Fund grant requests exceeded the total amount allocated to the program, the ad-hoc subcommittee made several uniform reductions, including:

- If an organization applied for both an Outcome and Operational grant, only the Outcome grant was recommended.
- Reducing Outcome grants to a recommendation of \$10,000, rather than the maximum \$15,000.
- Reducing Operational grants to a recommendation of \$7,000, rather than the maximum \$7,500.
- The Boys and Girls Club grant request was recommended to be re-categorized to EYCP funding rather than General Fund. The Boys and Girls Club program, outlined in the application, provides local youth with one-to-one mentorship opportunities.
- Additional reductions were made to bring the total General Fund grant program recommendation within budget.

Attachment 1 lists each organization's funding request and the ad-hoc subcommittee's corresponding funding recommendation, highlighted in the light-blue column.

Fiscal Impact: The FY 2025-26 Budget includes \$133,000 General Fund for the Capitola Community Grants Program and \$64,000 in the Early Childhood and Youth Programming fund. All grant funding recommendations are within the approved budget.

Attachments:

1. FY 2025-2027 Grant Application Summary

Report Prepared By: Chloé Woodmansee, Assistant to the City Manager

Reviewed By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager

General Fund					
Organization	Grant Type	Funding Request	Funding Recommendation	Condition	Program
Advocacy Inc.	Operational	\$7,500		Health & Wellness	Patient's Rights Advocacy
Advocacy Inc.	Outcome	\$15,000	\$10,000	Healthy Environments	Patient's Rights Advocacy
Arts Council SC County	Operational	\$7,500	\$2,500	Health & Wellness	General Operating Support
Bay Avenue Senior Apartments	Operational	\$7,500	\$5,000	Health & Wellness	Pedestrian Flag safety project
Big Brothers Big Sisters SC County	Operational	\$5,000	<i>moved to ECYP</i>	Health & Wellness	One-to-one mentorship
Cabrillo College Stroke & Disability Learning Center	Outcome	\$10,000	\$8,000	Health & Wellness	Stroke & Disability Learning Center
Capitola Public Safety & Community Service Foundation	Operational	\$10,000		Health & Wellness	Capitola Rod & Custom Classic Car Show
Community Action Board of SC County	Outcome	\$15,000	\$10,000	Housing & Shelter	CAB Rental Assistance Program
Family Service Agency	Operational	\$7,400	\$7,000	Health & Wellness	WomenCARE (assistance for women facing cancer)
Habitat for Humanity: Monterey Bay	Operational	\$7,000	\$4,000	Housing & Shelter	Capitola Habitat for Humanity Home Repair Program
Jacob's Heart Children's Cancer Support Services	Operational	\$7,000	\$7,000	Health & Wellness	Comprehensive, bicultural, family-centered support for families of children with cancer
Mid-County Senior Center	Operational	\$7,500	\$7,000	Health & Wellness	Operational Grant
Monarch Services	Operational	\$7,499	\$7,000	Housing & Shelter	Emergency Shelter to Long Term Housing
Monterey Bay Marine Sanctuary	Operational	\$7,500		Healthy Environments	Sustaining the Mission: Operations & Outreach
NAMI	Outcome	\$15,000	\$10,000	Health & Wellness	Thriving Families: Free Mental Health Support & Education
O'Neill Sea Odyssey	Outcome	\$9,663	\$8,500	Healthy Environments	Environmental Stewardship & Climate Education for Capitola Youth
Senior Network Services, Inc.	Operational	\$7,500		Health & Wellness	Health Insurance Counseling & Advocacy Program HICAP
Senior Network Services, Inc.	Outcome	\$15,000	\$10,000	Health & Wellness	Health Insurance Counseling & Advocacy Program HICAP
Seniors Council of SC & San Benito Counties	Outcome	\$10,000	\$10,000	Health & Wellness	Project SCOUT (financial management assistance)
United Way	Outcome	\$10,000	\$10,000	Health & Wellness	Cradle to Career SC County
Vista Center for the Blind & Visually Impaired	Outcome	\$15,000	\$10,000	Health & Wellness	Vision Loss Rehabilitation
Volunteer Center of SC County	Operational	\$7,450	\$7,000	Health & Wellness	Volunteer Center Volunteer Engagement
GF Budgeted: \$133,000					
GF Funding Request Total:		\$211,012			
GF Funding Recommendation:			\$133,000		

<u>Organization</u>	<u>Grant Type</u>	<u>Funding Request</u>	<u>Funding Recommendation</u>	<u>Condition</u>	<u>Program</u>
ECYP					
Big Brothers Big Sisters SC County	Operational	<i>moved from GF</i>	\$5,000	Health & Wellness	One-to-one mentorship
Monterey Bay Marine Sanctuary	Outcome	\$15,000	\$10,000	ECYP	Sanctuary Exploration Center Exhibit Refresh & Education Program
Parent's Center	Operational	\$7,400	\$7,400	ECYP	Mental Health Counseling & Support for Youth
SC Lesbian & Gay Community Center dba The Diversity Center	Operational	\$3,750	\$7,100	ECYP	LGBTQ+ Advocacy & Allyship Education
Santa Cruz Museum of Discovery	Outcome	\$14,500	\$19,500	ECYP	Wonder Weeks: Summer Care Enrichment for Young Learners
United Way	Operational	\$7,500		ECYP	United4Youth
			\$0		
ECYP Budgeted: \$49,000 (if \$15,000 to Rec Scholarships)			\$0		
ECYP Funding Request Total:		\$48,150			
ECYP Funding Recommendation:			\$49,000		

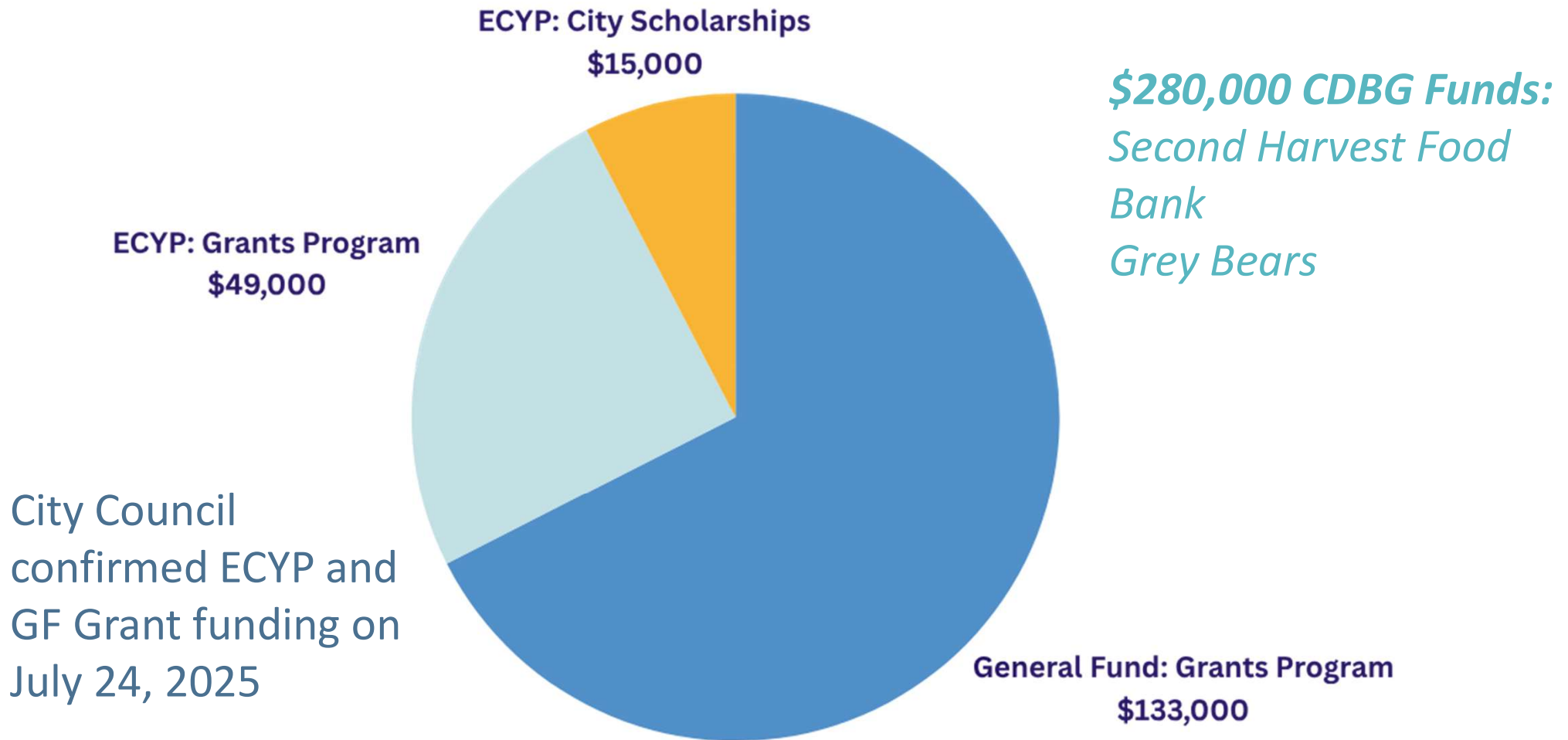
Community Grants Program Funding Allocation

October 9, 2025

Recommendation:

Approve 2025 – 2027 Community Grants Program funding, as recommended by Council-appointed ad-hoc subcommittee.

FY 2025 – 26 Community Grants Program



Community Grants Program

- **Term:** Two years
- **Types:** Outcome & Operational
- **Reporting:** One presentation per term, Outcome recipients only
- Applications accepted month of August
- Council appointed ad-hoc subcommittee to recommend funds
 - Council Members Orbach and Westman
 - Met September 8; updated recommendation October 8

Summary of Applications

27 applications: 24 organizations

- 22 General Fund
- 5 Early Childhood Youth Programming (ECYP) Restricted Fund
- 11 Outcome
- 16 Operational
- Majority Health & Wellness

Ad-Hoc Subcommittee Recommendation

- Outcome grants were reduced to \$10,000
- Operational grants were reduced to \$7,000
- The Boys and Girls Club was re-categorized to ECYP
 - Program provides local youth with one-to-one mentorship.
- Additional reductions were made, due to General Fund budget.

Organization	Grant Type	Funding Request	Updated	
			Funding Recommendation	Recommendation
Advocacy Inc.	Operational	\$7,500		
Advocacy Inc.	Outcome	\$15,000	\$10,000	\$10,000
Arts Council SC County	Operational	\$7,500	\$2,500	\$2,500
Bay Avenue Senior Apartments	Operational	\$7,500	\$5,000	\$5,000
Big Brothers Big Sisters SC County	Operational	\$5,000	<i>moved to ECYP</i>	<i>moved to ECYP</i>
Cabrillo College Stroke & Disability Learning Center	Outcome	\$10,000	\$8,000	\$8,000
Capitola Public Safety & Community Service Foundation	Operational	\$10,000		
Community Action Board of SC County	Outcome	\$15,000	\$10,000	\$10,000
Family Service Agency	Operational	\$7,400	\$7,000	\$7,000
Habitat for Humanity: Monterey Bay	Operational	\$7,000	\$4,000	\$4,000
Jacob's Heart Children's Cancer Support Services	Operational	\$7,000	\$7,000	\$7,000
Mid-County Senior Center	Operational	\$7,500	\$7,000	\$7,000
Monarch Services	Operational	\$7,499	\$7,000	\$7,000
Monterey Bay Marine Sanctuary	Operational	\$7,500		
NAMI	Outcome	\$15,000	\$10,000	\$10,000
O'Neill Sea Odyssey	Outcome	\$9,663	\$8,500	\$8,500
Senior Network Services, Inc.	Operational	\$7,500		
Senior Network Services, Inc.	Outcome	\$15,000	\$10,000	\$10,000
Seniors Council of SC & San Benito Counties	Outcome	\$10,000	\$10,000	\$10,000
United Way (Cradle2Career)	Outcome	\$10,000	\$10,000	\$7,500
United Way (United4Youth)	Operational	\$7,500		\$2,500
Vista Center for the Blind & Visually Impaired	Outcome	\$15,000	\$10,000	\$10,000
Volunteer Center of SC County	Operational	\$7,450	\$7,000	\$7,000
GF Budgeted: \$133,000				
GF Funding Request Total:		\$211,012		
GF Funding Recommendation:			\$133,000	\$133,000

ECYP Fund Grants

<u>Organization</u>	<u>Grant Type</u>	<u>Funding Request</u>	<u>Funding Recommendation</u>	<u>Updated Recommendation</u>	<u>Notes</u>
Big Brothers Big Sisters SC County	<i>Operational</i>	<i>moved from GF</i>	\$5,000	\$5,000	
Monterey Bay Marine Sanctuary	Outcome	\$15,000	\$10,000	\$10,000	
Parent's Center	Operational	\$7,400	\$7,400	\$7,400	
SC Lesbian & Gay Community Center dba The Diversity Center	Operational	\$3,750	\$7,100	\$7,100	
Santa Cruz Museum of Discovery	Outcome	\$14,500	\$19,500	\$14,500	
United Way (United4Youth)	Operational	\$7,500		\$5,000	Total funding for United4Youth \$7,500
ECYP Budgeted: \$49,000 (if \$15,000 to Rec Scholarships)					
ECYP Funding Request Total:		\$48,150			
ECYP Funding Recommendation:			\$49,000	\$49,000	

Ad-hoc Subcommittee Comments

Recommendation:

Approve 2025 – 2027 Community Grants Program funding, as recommended by the Council-appointed ad-hoc subcommittee.

Good evening, Mayor, Councilmembers, and community partners,

I want to extend heartfelt thanks to the City of Capitola for your ongoing partnership and investment in families facing childhood cancer.

Your support ensures that children right here in Santa Cruz County, children who are in treatment at Lucille Packard Children's Hospital, Oakland Children's, and others receive transportation, grocery deliveries, counseling, and emotional support when life feels most uncertain.

Because of the City's commitment, families don't have to choose between putting gas in the car to get to treatment or buying food for the week. You're helping to remove that impossible choice.

At Jacob's Heart, we believe that caring for a child with cancer means caring for the entire family. And we couldn't do this without community partners like you, leaders who recognize that public health is local, and that compassion is the foundation of a strong community. From the City leadership to community leadership, your steadfast support of our work means so much.

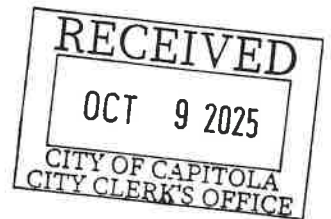
On behalf of every child and every parent you've helped bring comfort, hope, and stability, thank you for standing with us and for investing in the well-being of Capitola families.

In deep gratitude,

Heidi



Heidi Boynton
Executive Director
Directora Ejecutiva



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567 Auto Center Drive, Watsonville, CA, 95076

Capitola City Council

Agenda Report

Meeting: October 9, 2025

From: City Manager Department

Subject: Administrative Policy I-42: Code of Conduct



Recommended Action: Approve revisions to Administrative Policy I-42: Council and Board Code of Conduct.

Background: In September 2019, the City Council requested that staff develop a code of conduct for City Council Members and appointed members of City advisory bodies. Council adopted Administrative Policy I-42: Council and Board Code of Conduct in September 2020.

The Code of Conduct was developed by a subcommittee of two City Council Members, who worked with staff and the City Attorney's office.

As part of the FY 2025-26 Council goals, the Council identified review and update of the Code of Conduct as a priority. Staff presented an initial report on July 24, 2025, providing information about the complaint process, residency requirements, and the use of City stationery, and seeking Council direction regarding potential updates. Council directed staff to return with revisions reflecting Council feedback.

Discussion:

1. Complaint Process

At the July 24th meeting, Council Members requested a more transparent process for handling complaints while ensuring closure if a complaint does not move forward. Based on that feedback, staff recommends the revisions below to the complaint procedure. These revisions comply with the Brown Act, and streamline and clarify the process for the Council, the community, and staff. The revisions also condense the procedure: rather than a meeting to discuss whether to agendize the complaint and possible dismissal, and another meeting to discuss the actual complaint, the revised procedure would allow the Council to consider and take action or dismiss the complaint in one meeting.

- **Scope of Complaints:** Complaints may not challenge Council votes, policy decisions, or legislative actions.
- **Filing:** Complaints would be filed directly with the City Council at citycouncil@ci.capitola.ca.us.
- **City Attorney Review:** The Mayor, Vice Mayor, or Clerk would forward the complaint to the City Attorney.
- **Receipt of Complaint:** The Mayor, Vice Mayor, or Clerk would acknowledge receipt of the complaint within five (5) business days.
- **Council Action/Closure:** Within 45 days of receiving the complaint, at a Council meeting, any Councilmember may request the complaint be agendized for discussion at a future Council meeting. The matter will be agendized if [number TBD] Councilmembers vote in favor of the request. At the July 24th meeting there was Council discussion, but no final decision regarding whether the threshold to consider a Code of Conduct complaint should be two or three Councilmembers. The policy is currently drafted with this blank, and Council can make a final determination at the meeting.
- **Closure:** If, within 45 days of receipt of the complaint, the Council does not act to agendize it for discussion, the City Clerk or City Attorney will notify the complainant that the complaint has been dismissed.

- **Actions by Council in Response to Complaint:** At a Council meeting, the Council may dismiss the complaint, pass a motion admonishing the subject of the complaint, censure the subject of the complaint, remove the subject from appointments representing the City (including Mayor and Vice Mayor), remove the subject from Boards and Commissions, request additional investigation, or take any other action permitted by law.

2. Use of City Letterhead

Staff revised Section 6.2.3 to limit the use of City letterhead to official City business.

Fiscal Impact: There is no fiscal impact associated with the recommended action.

Attachments:

1. Administrative Policy I-42 (Clean Version)
2. Administrative Policy I-42 (Redline Version)

Report Prepared By: Samantha Zutler, City Attorney

Reviewed By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager



ADMINISTRATIVE POLICY

Number: I-42

Issued: September 10, 2020

Jurisdiction: City Council

CITY COUNCIL AND COMMISSIONER CODE OF CONDUCT

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1.0 **Preamble**

The Capitola City Council declares that citizens of the City of Capitola are entitled to have fair, open, ethical, efficient and accountable local government and that City officials should continually strive to earn the public's confidence. Toward that end, these Protocols establish higher standards of conduct for members of the City Council and members of City boards and commissions ("Members") than are currently required under the laws of the State of California.

The Members pledge to hold themselves and other Members responsible for observing the standards set forth in these Protocols, and to enforce these Protocols when necessary to preserve the integrity of City government.

2.0 **Core Values**

Responsibility

- I conduct myself in a courteous and respectful manner at all times during the performance of my official City duties.
- I will keep the common good as my highest purpose and focus on achieving constructive solutions for the public benefit
- I will avoid and discourage conduct which is divisive or harmful to the best interests of Capitola
- I make decisions based on the merits of an issue, including research and facts.
- I am a prudent steward of public resources and actively consider the impact of my decisions on the financial and social stability of the City and its residents.

Integrity

- I am honest with my fellow City officials, City staff, members of the community, and others.
- I promote equity and non-discrimination in public agency decision-making.
- I encourage diverse public engagement in our decision-making processes and support the public's right to know.
- I do not accept gifts, services or other special considerations for personal benefit because of my public position.
- I excuse myself from participating in decisions when my or my immediate family's financial interests may be affected by my actions as a City Official

Respect/Value others

- I recognize the worth and dignity of individual members and appreciate their individual talents, perspectives and contributions; value in others.
- I treat my fellow officials, staff and the public with patience, courtesy and civility, even when we disagree on what is best for the community.

- I help create an atmosphere of respect and civility where individual members, City staff and the public are free to express their ideas and work to their full potential.
- I understand that I am one of five members of the City Council and will work towards consensus building and gain value from diverse opinions.
- I respect the distinction between the role of office holder and staff.

Accountability

- I am prepared to make decisions when necessary for the public's best interests, whether those decisions are popular or not.
- I do not make promises on behalf of the City without concurrence from the City Council at a duly noticed public meeting.
- I take responsibility for my actions, even when it is uncomfortable to do so.
- I do not use public resources, such as City staff time, equipment, supplies or facilities, for private gain or personal purposes.
- I refrain from disclosing confidential information concerning litigation, personnel, property, or other affairs of the City, without proper legal authority, nor use such information to advance my financial or other personal interests.

3.0 Setting a Higher Standard within the Existing Framework

By adopting these Protocols, the Council intends to supplement and not to supersede California's existing legal framework applicable to local governments. Similarly, the Council intends that these Protocols will not merely restate existing legal obligations but will establish a higher standard of conduct for Members in the governance of the City. Members are referred to Appendix "A" (Legal Framework & Resources) for pertinent resources. Members are expected to be familiar with and to seek guidance about the applicability of the legal framework.

4.0 Transparency in decision making.

Transparency in decision making is of the utmost importance in maintaining ethical, representative local governance. Toward that end, Members will adhere to the following standards:

4.1 Public Meetings.

Members will hold public meetings in accordance with the Ralph M. Brown Act (the "Brown Act"). Members will seek guidance from the City Attorney as to the Brown Act requirements and will apply those provisions conservatively in favor of the public's right to participate in public decisions.

4.2 Council Communications & Serial Meetings.

Members will not engage in "serial meetings" with colleagues – a discussion of City issues among a majority of Councilmembers or Commissioners either collectively (i.e. all meeting together) or in a sequence (A talks to B who talks to C). Members

will not use other persons as intermediaries to accomplish a serial meeting or to circumvent the Ralph M. Brown Act.

4.3 Closed Session Discussions.

As part of a properly agendized meeting, Members may only hold sessions closed to the public, pursuant to the advice of the City Attorney, in accordance with the commonly accepted interpretation of Brown Act requirements. Discussions held in closed session are to be directly limited to the matter at hand. Such discussions, along with materials reviewed, are confidential and shall not be disclosed except as the City Attorney may advise.

4.4 Closed Session Materials.

Confidential materials provided in preparation for and during closed sessions must be returned to the City Attorney at the conclusion of the closed session.

5.0 **Fairness of Process**

Members will comply with the meeting and hearing procedures set forth by these protocols, the Brown Act, and Rosenberg's Rules of Order. Additionally, in order to cultivate an environment of fairness and to encourage public confidence in City decisions, Members will adhere to the following standards of conduct:

5.1 Decisions on the Merits.

Members will base their decisions on the facts and merits of each matter, not upon personal or other biases, and will strive to make decisions that are in the best interests of the community as a whole.

5.2 Disclose Information.

Prior to any deliberations on a project or matter at a public meeting, Members shall publicly disclose information about the matter that they have obtained from sources, not presented in the staff report (e.g. their own site visit, from the public, from the applicant, etc.), which may influence their decision or that of Members.

Remain neutral on quasi-judicial hearings. A quasi-judicial hearing occurs when;

- a) a hearing is held to apply a rule or standard to an individual person, project or circumstance;
- b) it involves the taking of evidence;
- c) it results in the rendering of a written decision issued by the hearing officer or tribunal (including adoption of findings); and

d) the written decision is based on the facts and arguments submitted at the hearing.

Elected and appointed officials are obligated to remain neutral and unbiased regarding quasi-judicial matters prior to their vote on the matter.

5.3 Consider All Sides.

Members should consider the various viewpoints related to a project or matter and afford project applicants and interested persons an adequate opportunity to comment upon a project or matter before action is taken.

5.4 Decorum.

To ensure the fairness and integrity of the deliberative process, the presiding officer should preserve decorum and conduct meetings in an orderly manner. Members should remain attentive of the business at hand and conduct themselves in a manner that is civil, polite and respectful. Members should refrain from unnecessarily interrupting speakers and not engage in abusive conduct, personal charges or verbal attacks upon the character or motives of other Members, City staff and/or the public.

5.5 Attentiveness.

Members should remain attentive at meetings. Members should not make or receive phone calls, text messages or e-mails from the dais. Members should place cellphones and other communication devices in “off” or “silent” mode. Members should refrain from side-bar conversations with other Members while at the dais.

6.0 **Ethical Decision Making**

Members should observe the highest standards of ethical conduct in dealing with the community and carrying out their official duties. In every action and decision, Members should avoid even the appearance of impropriety and apply the guidelines for “Making Ethical Decisions” provided below:

6.1 Avoiding the Appearance of Impropriety.

6.1.1 Make Ethical Decisions. Members are referred to Appendix “B” (Guidelines for Making Ethical Decisions) for the process Members are encouraged to utilize in making City related decisions.

6.1.2 You May Need to Refrain from Participating. Conflict-of-interest issues are complex. Some situations are not “legal” conflicts of interest but may nevertheless pose the “appearance of impropriety” to the public. If a Member believes they have a conflict, the Member should contact the City

Attorney or FPPC for advice as soon as possible. The Member should not participate in any matter in which they have a conflict.

- 6.1.3 Get Help. To assist in making a decision not to participate, Members should consult the guidelines for Making Ethical Decisions (below), the City Attorney or the FPPC helpline, and/or their constituents.

6.2 Ethical Principles to Follow.

6.2.1 **Avoid Personal Interests.**

Members are prohibited from using their official positions to influence decisions in which they have a personal financial interest, are members of an interested organization, or have a personal relationship that would be affected.

6.2.2 **No Personal Gain.**

Members shall not take advantage of, or use, public property and equipment, public services, confidential public information, public resources, or other opportunities afforded by their office, for personal gain.

6.2.3 **City Stationery.**

City stationery or other City resources may not be used by Members to promote personal interests. City letterhead may only be used by Members for official City business.

6.2.4 **Appearing before Council.**

Members shall not appear before the City Council or other City board or commission representing any private interest or community group. Members are permitted to speak as a member of the public on any matter related solely to the Council Member's personal interest but may not participate in the matter as a Member.

6.2.5 **Gifts.**

Members will refrain from accepting gifts, favors or promises of future benefits that might compromise their independence, or the appearance that they are independent and unbiased.

7.0 **Efficiency and Accountability**

The City of Capitola operates under a council-manager form of government under which the Council's role is to provide legislative direction, set City policy and monitor its

implementation. The City Manager serves as the City's administrative head and is responsible for directing the day-to-day operations of the City and for administering all City business.

7.1 Members Should Not Interfere with Operations.

Implementing this Rule:

- a) City Manager is responsible for City Personnel Members will not interfere with the appointment, evaluation, discipline, or removal by the City Manager of any Department Head or employee of the City.
 - (i) *Exception – City Attorney.* The City Attorney is hired, appointed, evaluated, and removed directly by the Council.
- b) Orders and Direction to Employees. Only the City Manager or applicable Department Head may give orders and direction to City employees. Members may not direct the work or actions of City employees. (CMC Section 2.08.090)
 - (i) *Requests for Information.* All Members should direct requests for information, research, or reports to the City Manager or applicable Department Head. If there is a legal question it should be directed to the City Attorney. Questions regarding elections and disclosure statements may be addressed to the City Clerk.
 - (ii) *Responses.* Substantive responses to Member's information inquiries will be provided to all Members of the legislative body (e.g. a response to a request by a Councilmember will be provided to all Councilmembers).
 - (iii) *Notifications.* Where the City Manager or Department Head provides general facts or information about the City, a program, or a City event to one Member, the information should be provided to all Members of the legislative body.
- c) Staff Liaisons to City Commissions / Committees and Outside Agencies. Members serving as the City's representative to a City Commission or Committee or to an outside agency may interact directly with the City employee assigned to that effort by the City Manager.
- d) Operations and Service Levels. Criticisms of City operations and service levels may be made only to the City Manager and not to City employees or Department Heads, unless first cleared through the City Manager or expressed in general during a regular Council, board or commission meeting.

- e) Political Solicitation & Activities. Members will not solicit political support from City employees (e.g., financial contributions, display of posters or lawn signs, name on support list, etc.). Members will not engage in political activities at City Hall or other City facilities. This provision is not intended to impair the free exercise of federal and state constitutional and statutory rights by City employees.

7.2 Interaction of Members.

7.2.1 **Positions of Mayor and Chairperson.**

- a) Honorary Presiding Officer. The positions of Mayor and Mayor Pro Tempore on the City Council and the positions of chairperson and vice chairperson on City boards and commissions are generally considered honorary and ceremonial, but also serve an important procedural role as the presiding officer at meetings of their body. Persons appointed to those positions by a majority of their council, board or commission serve at the pleasure of their appointing body.
- b) Maintain Order, Decorum & Procedure. The Mayor and chairperson are responsible for maintaining order and decorum of their body's meetings and enforcing these policies where necessary. They are responsible for the order of business at meetings, the efficient flow of business during meetings, and for preserving the right of the public to be heard in an orderly fashion.
- c) Ceremonial Head. The Mayor is the ceremonial head of the City and signs all proclamations, officiates at all City functions, and welcomes visiting dignitaries.
- d) Spokesperson. The Mayor is the official spokesperson for the City and has the primary responsibility for communications with the press and public on official City business, with the exception of a state of emergency. During a state of emergency, the Director of Emergency Services may serve as the primary contact for the public, other governing officials and the press. The Mayor will work on press releases and statements to the press with the City Manager and will report the majority position adopted by the Council, and not his or her personal opinion on matters.

7.2.2 **At Public Meetings**

- a) Follow Rules of Order, Decorum and Procedure. Members should adhere to the rules of order, decorum and procedure for the conduct of public meetings adopted by the City Council from time to time. Abiding by these rules will maintain civility and the orderly conduct of business.

- b) Keep Conduct Professional. Members should conduct themselves in an orderly, professional, and business-like manner to ensure that the business of the City shall be attended to efficiently and thoroughly.
- c) Keep Comments On-Topic. Public meetings are to attend to and resolve City business. Members should avoid being overly repetitious and should endeavor to limit their comments to the subject matter at hand. Members are encouraged to fully express their views and to explore the views of others, but Members should also be mindful of avoiding lengthy or unproductive debates.
- d) Ask Questions in Advance. When preparing for public meetings, Members are encouraged to provide their questions far enough in advance to the City Manager or City employee responsible for the meeting so that meaningful information and responses can be shared at the meeting.

7.2.3 Relations with Fellow Members

- a) Civility. Members should always practice civility. By doing so, Members help the City to fulfill its potential by putting the common good ahead of personal rivalries or irritations. Civility is best fostered by a collective commitment to following established rules of procedure.
- b) Different Points of View. Members should exercise tolerance for the different opinions, perspectives, and points of view of their colleagues and recognize their right to express these views on matters of City business within the established rules of decorum and order of business.
- c) Managing Conflict. Members should manage disagreement with civility and professionalism and not allow disagreement to turn into open conflict or hostility. Members should refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other Members, City employees and/or members of the public.

7.2.4 Public Communication and Appearance

- a) Personal versus City Positions. It is an important part of each Member's responsibility to communicate with the public. In communications regarding City business, it is important to distinguish a Member's personal views and opinions and the adopted City position. When appearing before another governmental agency or organization, the Member should clearly set forth the City's official position, and then may express their own position.

- (i) *Expressing Dissent.* Each Member has a right under the First Amendment to express their views and opinions, even if contrary to the official position of the City. However, Members should express their dissenting views with tact and civility.
- b) Use of Official Titles. Members may use their official title only when conducting official City business, for informational purposes, or as an indication of background and expertise, after having carefully considered whether they are exceeding or appearing to exceed their authority.
- c) Response to Public Communication. Members are encouraged to respond promptly to letters, telephone calls, electronic communication, and other communications received from member of the Public who have requested a response. Members are not required to respond to commercial solicitations or to anonymous, obnoxious or harassing communications.

8.0 Enforcement

8.1 Member Responsibility.

Upon assuming office each Member shall sign a statement affirming that they have received and reviewed these Protocols. Each Member is responsible for adhering to these Protocols as well as the laws that comprise the basic legal framework for local government.

8.2 Council Authority.

The City Council has authority, but not the legal obligation, to monitor each Member's adherence to these Protocols and to take corrective action for violations, as provided below.

8.2.1 Training and Education.

The City Council may sponsor or require periodic training opportunities for Members to become more familiar with the Protocols and the legal framework (See Appendix "A").

8.2.2 Councilmembers.

Under California law, the Council does not have the legal authority to remove Members elected or appointed to the City Council or to otherwise deprive them of their office. However, as provided in Section 8.4.3, a majority of the Councilmembers may remove a Councilmember from all Council honorary and/or ceremonial positions and ad-hoc and standing committees, as well as from positions with other governmental agencies or other organizations they hold by virtue of appointment by the City Council.

8.3 Oath of Office.

All Members take an oath upon assuming office, pledging to uphold the constitution and laws of the City, the State and the Federal government. In addition, Members commit to disclosing to the appropriate authorities and/or to the City Council any behavior or activity that may qualify as corruption, abuse, fraud, bribery or other violation of the law.

8.4 Violations.

This Code of Conduct is an expression of the standards of conduct for all elected and appointed Members. This section establishes a process for the filing of and the City's response to complaints that a member has violated this Code of Conduct. This section does not apply to any legislative action taken by a Member, including how a Member votes on an item, or any position a Member takes on any particular item that is before the Council.

8.4.1 **Complaint.**

Where any Board or Commission Member, Councilmember, City employee, or resident of the City believes that a Member has violated this Code of Conduct, they may file a written complaint with the City Council at the following email address: citycouncil@ci.capitola.ca.us.

The Mayor, Vice Mayor, or City Clerk shall provide the complaint to the City Attorney.

The Mayor, Vice Mayor, or City Clerk will acknowledge receipt to the complainant within five business days of receipt.

Within 45 days of receipt of the complaint, at a City Council meeting, any Councilmember may request the complaint be agendaized for discussion at a future Council meeting. If ____ Councilmembers (for a total of ____) agree, discussion will be agendaized at a future meeting.

If, within 45 days of receipt of the complaint, the Council does not act to agendaize it for discussion, the City Clerk or City Attorney will notify the complainant that the complaint has been dismissed.

8.4.2 **Meeting Regarding Complaint.**

If the Council chooses to discuss the complaint at a Council meeting, the Member who is subject to the complaint shall be notified of the meeting and have an opportunity to respond to the complaint at the meeting.

8.4.3 **Actions by Council in Response to Complaint.**

In response to a complaint, the Council may: 1) request further investigation or information; 2) take any of the actions listed below; or 3) take any other action that is permitted by law. Any action requires a majority vote by the Council.

- (i) *Dismissal.* The Council may dismiss the complaint.
- (ii) *Censure.* The Council may censure the Member. Censure is an official expression of disapproval and reprimand by the Council.
- (iii) *Removal from appointments.* The Council may remove the Member from any appointive positions representing the City or, if they are currently serving as Mayor or Vice Mayor, remove them from that position.
- (iv) *Removal of Board Member or Commissioner.* The Council may remove a Board Member or Commissioner from the Board or Commission on which the Board Member or Commissioner serves.

APPENDIX A – LEGAL FRAMEWORK & RESOURCES

1.0 Legal Framework

<u>Law or Regulations</u>	<u>Citation</u>
<u>California Laws</u>	
California Constitutions <i>General City Authority</i>	Article XI §§ 2, 5, 7, & 11.
Ralph M. Brown Act <i>Open Meeting Laws</i>	Government Code §§ 54950 <i>et seq.</i>
California Public Records Act <i>Public Records Disclosure</i>	Government Code §§ 6250 <i>et seq.</i>
California Political Reform Act <i>Conflicts, Disclosures & Campaigns</i>	Government Code §§ 81000 <i>et seq.</i>
FPPC Regulations <i>Conflicts, Disclosures & Campaigns</i>	2 Cal. Code Regs. §§ 18109 <i>et seq.</i>
<i>Legally Required Participation</i>	2 Cal. Code Regs. §18708
California Anti-Self Dealing Law <i>Self Interest in Contracts</i>	Government Code §§ 1090 <i>et seq.</i> ,
California Incompatibility of Office Law <i>Holding Two Public Offices</i>	Government Code § 1126 & § 1099
<u>City of Capitola Documents</u>	
City Municipal Code	
City Council Rules of Order and Protocols	
Reimbursement Policy	
Social Media Policy	
Handbook	
Anti-Harassment and Ethics Training	

2.0 Online Resources

<u>Resource</u>	<u>Web Address</u>
State of California <i>Portal to State Websites</i>	www.ca.gov/index.asp
Official Cal Legislative Information <i>California Bills & Codes Online</i>	www.leginfo.gov
Cal. Fair Political Practice Commission <i>Conflict of Interest Info</i>	www.ca.fppc
Cal. Attorney General <i>See AG Opinions</i>	www.ag.ca.gov
Cal. Senate <i>Bill Information Online</i>	www.senate.ca.gov
Cal. Secretary of State <i>Election Information</i>	www.sos.ca.gov
League of California Cities <i>Municipal resources</i>	www.cacities.org
Institute for Local Government <i>Municipal resources</i>	www.ca-ilg.org
Cal. Joint Powers Insurance Authority <i>Risk Management & Training</i>	www.cjpia.gov
Marrkula Institute for Applied Ethics <i>Ethical Decision Making</i>	www.scu.edu/ethics/practicing/decision
Institute for Local Self Government <i>Government Ethics</i>	www.ilsg.org

APPENDIX B – GUIDELINES FOR MAKING ETHICAL DECISIONS

[Please visit the Markkula Center for Applied Ethics at the University of Santa Clara]

How to Make an Ethical Decision. When presented with an opportunity to participate in making a decision for the City, the City Official should:

A. Recognize whether an ethical issue is involved.

1. Will the decision result in damage or injury to people?
2. Is there a clear good or bad result?
3. Is the result compelled under the law or does it hinge on budgetary, efficiency, or other community concerns?
4. Ethical decisions are often not the easiest decision nor the most popular.

B. Get the facts.

1. Read the staff report and get questions answered by the City Manager in advance.
2. Are there alternatives that would lead to better or worse results?
3. What are the viewpoints of the stakeholders? Are some more important than others?
4. Are there any unanticipated consequences?

C. Evaluate alternative actions. Which option will:

1. Produce the most good and do the least harm? (See the Markkula Center's Utility Test.)
 - a. Identify the *alternative actions* that are *possible* and the persons and groups (the stakeholders) *who will be affected* by these actions.
 - b. For each of the most promising alternatives, determine the *benefits and costs* to each person or group affected.
 - c. Select the action in the current situation that *produces the greatest benefits over costs for all* affected.
 - d. Ask *what would happen if* the action were a *policy for all similar situations*.
2. Best respect the rights of all who have a stake? (See The Markkula Center's Rights Test.)

- a. *Identify the right* being upheld or violated.
 - b. Explain why it *deserves the status* of a right.
 - c. Ask whether that *right conflicts with the rights* of others.
3. Treat people equally or proportionately? (See The Markkula Center's Justice Test.)
 - a. What is the *distribution of benefits and burdens*? Is the distribution *fair*?
 - b. If disagreement persists over which outcome is fair, select a *fair process* to decide the issue.
 4. Best serve the community as a whole. (See The Markkula Center's Common Good Test.)
 - a. *Identify* what parts of the *common good* are involved.
 - b. Explain obligations to *promote or protect* the common good.
 - c. Discern whether the proposed action *conflicts with* an obligation to promote or protect the *common good*.
 5. Lead the City Official to act as the sort of person or official as they want to be? (See The Markkula Center's Virtue Test.)
 - a. Will the action help to *make you the kind of person you want to be*?
 - b. Will the action fit the City's reputation or vision of what it would like to be?
 - c. Will the action maintain the right balance between *excellence and success* for the City?

D. Make a decision and test it.

1. Which approach best suits the situation and arrives at the *most ethical decision*?
2. Which option is likely to be *most respected* by the Member's colleagues and constituents?

E. Act and reflect on the outcome.

1. How can the decision be *implemented* to *best reflect the intention and reasons* for the decision?
2. What was the end result of the decision and what feedback has the City Official received?

APPENDIX C – Receipt of Code of Conduct

I affirm that I have read and that I understand, accept and support the City of Capitola City Council and Commissioner Code of Conduct

Board, Commission, Committee Position

(Print Name)

Signature

Date



ADMINISTRATIVE POLICY

Number: I-42
 Issued: September 10, 2020
 Jurisdiction: City Council

CITY COUNCIL AND COMMISSIONER CODE OF CONDUCT

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1.0 Preamble

The Capitola City Council declares that citizens of the City of Capitola are entitled to have fair, open, ethical, efficient and accountable local government and that City officials should continually strive to earn the public's confidence. Toward that end, these Protocols establish higher standards of conduct for members of the City Council and members of City boards and commissions (~~collectively~~ "Members") than are currently required under the laws of the State of California.

The Members pledge to hold themselves and other Members responsible for observing the standards set forth in these Protocols, and to enforce these Protocols when necessary to preserve the integrity of City government.

2.0 Core Values

Responsibility

- I conduct myself in a courteous and respectful manner at all times during the performance of my official City duties.
- I will keep the common good as my highest purpose and focus on achieving constructive solutions for the public benefit
- I will avoid and discourage conduct which is divisive or harmful to the best interests of Capitola
- I make decisions based on the merits of an issue, including research and facts.
- I am a prudent steward of public resources and actively consider the impact of my decisions on the financial and social stability of the City and its residents.

Integrity

- I am honest with my fellow City officials, City staff, members of the community, and others.
- I promote equity and non-discrimination in public agency decision-making.
- I encourage diverse public engagement in our decision-making processes and support the public's right to know.
- I do not accept gifts, services or other special considerations for personal benefit because of my public position.
- I excuse myself from participating in decisions when my or my immediate family's financial interests may be affected by my actions as a City Official

Respect/Value others

- I recognize the worth and dignity of individual members and appreciate their individual talents, perspectives and contributions; value in others.
- I treat my fellow officials, staff and the public with patience, courtesy and civility, even when we disagree on what is best for the community.

- I help create an atmosphere of respect and civility where individual members, City staff and the public are free to express their ideas and work to their full potential.
- I understand that I am one of five members of the City Council and will work towards consensus building and gain value from diverse opinions.
- I respect the distinction between the role of office holder and staff.

Accountability

- I am prepared to make decisions when necessary for the public's best interests, whether those decisions are popular or not.
- I do not make promises on behalf of the City without concurrence from the City Council at a duly noticed public meeting.
- I take responsibility for my actions, even when it is uncomfortable to do so.
- I do not use public resources, such as City staff time, equipment, supplies or facilities, for private gain or personal purposes.
- I refrain from disclosing confidential information concerning litigation, personnel, property, or other affairs of the City, without proper legal authority, nor use such information to advance my financial or other personal interests.

3.0 Setting a Higher Standard within the Existing Framework

By adopting these Protocols, the Council intends to supplement and not to supersede California's existing legal framework applicable to local governments. Similarly, the Council intends that these Protocols will not merely restate existing legal obligations but will establish a higher standard of conduct for Members in the governance of the City. Members are referred to Appendix "A" (Legal Framework & Resources) for pertinent resources. Members are expected to be familiar with and to seek guidance about the applicability of the legal framework.

4.0 Transparency in decision making.

Transparency in decision making is of the utmost importance in maintaining ethical, representative local governance. Toward that end, Members will adhere to the following standards:

4.1 Public Meetings.

Members will hold public meetings in accordance with the Ralph M. Brown Act (the "Brown Act"). Members will seek guidance from the City Attorney as to the Brown Act requirements and will apply those provisions conservatively in favor of the public's right to participate in public decisions.

4.2 Council Communications & Serial Meetings.

Members will not engage in "serial meetings" with colleagues – a discussion of City issues among a majority of Councilmembers or Commissioners either collectively (i.e. all meeting together) or in a sequence (A talks to B who talks to C). Members

will not use other persons as intermediaries to accomplish a serial meeting or to circumvent the Ralph M. Brown Act.

4.3 Closed Session Discussions.

As part of a properly agendized meeting, Members may only hold sessions closed to the public, pursuant to the advice of the City Attorney, in accordance with the commonly accepted interpretation of Brown Act requirements. Discussions held in closed session are to be directly limited to the matter at hand. Such discussions, along with materials reviewed, are confidential and shall not be disclosed except as the City Attorney may advise.

4.4 Closed Session Materials.

Confidential materials provided in preparation for and during closed sessions must be returned to the City Attorney at the conclusion of the closed session.

5.0 **Fairness of Process**

Members will comply with the meeting and hearing procedures set forth by these protocols, the Brown Act, and Rosenberg's Rules of Order. Additionally, in order to cultivate an environment of fairness and to encourage public confidence in City decisions, Members will adhere to the following standards of conduct:

5.1 Decisions on the Merits.

Members will base their decisions on the facts and merits of each matter, not upon personal or other biases, and will strive to make decisions that are in the best interests of the community as a whole.

5.2 Disclose Information.

Prior to any deliberations on a project or matter at a public meeting, Members shall publicly disclose information about the matter that they have obtained from sources, not presented in the staff report (e.g. their own site visit, from the public, from the applicant, etc.), which may influence their decision or that of Members.

Remain neutral on quasi-judicial hearings. A quasi-judicial hearing occurs when;

- a) a hearing is held to apply a rule or standard to an individual person, project or circumstance;
- b) it involves the taking of evidence;
- c) it results in the rendering of a written decision issued by the hearing officer or tribunal (including adoption of findings); and

d) the written decision is based on the facts and arguments submitted at the hearing.

Elected and appointed officials are obligated to remain neutral and unbiased regarding quasi-judicial matters prior to their vote on the matter.

5.3 Consider All Sides.

Members should consider the various viewpoints related to a project or matter and afford project applicants and interested persons an adequate opportunity to comment upon a project or matter before action is taken.

5.4 Decorum.

To ensure the fairness and integrity of the deliberative process, the presiding officer should preserve decorum and conduct meetings in an orderly manner. Members should remain attentive of the business at hand and conduct themselves in a manner that is civil, polite and respectful. Members should refrain from unnecessarily interrupting speakers and not engage in abusive conduct, personal charges or verbal attacks upon the character or motives of other Members, City staff and/or the public.

5.5 Attentiveness.

Members should remain attentive at meetings. Members should not make or receive phone calls, text messages or e-mails from the dais. Members should place cellphones and other communication devices in “off” or “silent” mode. Members should refrain from side-bar conversations with other Members while at the dais.

6.0 **Ethical Decision Making**

Members should observe the highest standards of ethical conduct in dealing with the community and carrying out their official duties. In every action and decision, Members should avoid even the appearance of impropriety and apply the guidelines for “Making Ethical Decisions” provided below:

6.1 Avoiding the Appearance of Impropriety.

6.1.1 Make Ethical Decisions. Members are referred to Appendix “B” (Guidelines for Making Ethical Decisions) for the process Members are encouraged to utilize in making City related decisions.

6.1.2 You May Need to Refrain from Participating. Conflict-of-interest issues are complex. Some situations are not “legal” conflicts of interest but may nevertheless pose the “appearance of impropriety” to the public. If a Member believes they have a conflict, the Member should contact the City

Attorney or FPPC for advice as soon as possible. The Member should not participate in any matter in which they have a conflict.

- 6.1.3 Get Help. To assist in making a decision not to participate, Members should consult the guidelines for Making Ethical Decisions (below), the City Attorney or the FPPC helpline, and/or their constituents.

6.2 Ethical Principles to Follow.

6.2.1 **Avoid Personal Interests.**

Members are prohibited from using their official positions to influence decisions in which they have a personal financial interest, are members of an interested organization, or have a personal relationship that would be affected.

6.2.2 **No Personal Gain.**

Members shall not take advantage of, or use, public property and equipment, public services, confidential public information, public resources, or other opportunities afforded by their office, for personal gain.

6.2.3 **City Stationery.**

City ~~letterhead or~~ stationery or other City resources may not be used by Members to promote personal interests. City letterhead may only be used by Members for official City business.

6.2.4 **Appearing before Council.**

Members shall not appear before the City Council or other City board or commission representing any private interest or community group. Members are permitted to speak as a member of the public on any matter related solely to the Council Member's personal interest but may not participate in the matter as a Member.

6.2.5 **Gifts.**

Members will refrain from accepting gifts, favors or promises of future benefits that might compromise their independence, or the appearance that they are independent and unbiased.

7.0 Efficiency and Accountability

The City of Capitola operates under a council-manager form of government under which the Council's role is to provide legislative direction, set City policy and monitor its

implementation. The City Manager serves as the City's administrative head and is responsible for directing the day-to-day operations of the City and for administering all City business.

7.1 Members Should Not Interfere with Operations.

Implementing this Rule:

- a) City Manager is responsible for City Personnel Members will not interfere with the appointment, evaluation, discipline, or removal by the City Manager of any Department Head or employee of the City.
 - (i) *Exception – City Attorney.* The City Attorney is hired, appointed, evaluated, and removed directly by the Council.
- b) Orders and Direction to Employees. Only the City Manager or applicable Department Head may give orders and direction to City employees. Members may not direct the work or actions of City employees. (CMC Section 2.08.090)
 - (i) *Requests for Information.* All Members should direct requests for information, research, or reports to the City Manager or applicable Department Head. If there is a legal question it should be directed to the City Attorney. Questions regarding elections and disclosure statements may be addressed to the City Clerk.
 - (ii) *Responses.* Substantive responses to Member's information inquiries will be provided to all Members of the legislative body (e.g. a response to a request by a Councilmember will be provided to all Councilmembers).
 - (iii) *Notifications.* Where the City Manager or Department Head provides general facts or information about the City, a program, or a City event to one Member, the information should be provided to all Members of the legislative body.
- c) Staff Liaisons to City Commissions / Committees and Outside Agencies. Members serving as the City's representative to a City Commission or Committee or to an outside agency may interact directly with the City employee assigned to that effort by the City Manager.
- d) Operations and Service Levels. Criticisms of City operations and service levels may be made only to the City Manager and not to City employees or Department Heads, unless first cleared through the City Manager or expressed in general during a regular Council, board or commission meeting.

- e) Political Solicitation & Activities. Members will not solicit political support from City employees (e.g., financial contributions, display of posters or lawn signs, name on support list, etc.). Members will not engage in political activities at City Hall or other City facilities. This provision is not intended to impair the free exercise of federal and state constitutional and statutory rights by City employees.

7.2 Interaction of Members.

7.2.1 **Positions of Mayor and Chairperson.**

- a) Honorary Presiding Officer. The positions of Mayor and Mayor Pro Tempore on the City Council and the positions of chairperson and vice chairperson on City boards and commissions are generally considered honorary and ceremonial, but also serve an important procedural role as the presiding officer at meetings of their body. Persons appointed to those positions by a majority of their council, board or commission serve at the pleasure of their appointing body.
- b) Maintain Order, Decorum & Procedure. The Mayor and chairperson are responsible for maintaining order and decorum of their body's meetings and enforcing these policies where necessary. They are responsible for the order of business at meetings, the efficient flow of business during meetings, and for preserving the right of the public to be heard in an orderly fashion.
- c) Ceremonial Head. The Mayor is the ceremonial head of the City and signs all proclamations, officiates at all City functions, and welcomes visiting dignitaries.
- d) Spokesperson. The Mayor is the official spokesperson for the City and has the primary responsibility for communications with the press and public on official City business, with the exception of a state of emergency. During a state of emergency, the Director of Emergency Services may serve as the primary contact for the public, other governing officials and the press. The Mayor will work on press releases and statements to the press with the City Manager and will report the majority position adopted by the Council, and not his or her personal opinion on matters.

7.2.2 **At Public Meetings**

- a) Follow Rules of Order, Decorum and Procedure. Members should adhere to the rules of order, decorum and procedure for the conduct of public meetings adopted by the City Council from time to time. Abiding by these rules will maintain civility and the orderly conduct of business.

- b) Keep Conduct Professional. Members should conduct themselves in an orderly, professional, and business-like manner to ensure that the business of the City shall be attended to efficiently and thoroughly.
- c) Keep Comments On-Topic. Public meetings are to attend to and resolve City business. Members should avoid being overly repetitious and should endeavor to limit their comments to the subject matter at hand. Members are encouraged to fully express their views and to explore the views of others, but Members should also be mindful of avoiding lengthy or unproductive debates.
- d) Ask Questions in Advance. When preparing for public meetings, Members are encouraged to provide their questions far enough in advance to the City Manager or City employee responsible for the meeting so that meaningful information and responses can be shared at the meeting.

7.2.3 Relations with Fellow Members

- a) Civility. Members should always practice civility. By doing so, Members help the City to fulfill its potential by putting the common good ahead of personal rivalries or irritations. Civility is best fostered by a collective commitment to following established rules of procedure.
- b) Different Points of View. Members should exercise tolerance for the different opinions, perspectives, and points of view of their colleagues and recognize their right to express these views on matters of City business within the established rules of decorum and order of business.
- c) Managing Conflict. Members should manage disagreement with civility and professionalism and not allow disagreement to turn into open conflict or hostility. Members should refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other Members, City employees and/or members of the public.

7.2.4 Public Communication and Appearance

- a) Personal versus City Positions. It is an important part of each Member's responsibility to communicate with the public. In communications regarding City business, it is important to distinguish a Member's personal views and opinions and the adopted City position. When appearing before another governmental agency or organization, the Member should clearly set forth the City's official position, and then may express their own position.

- (i) *Expressing Dissent.* Each Member has a right under the First Amendment to express their views and opinions, even if contrary to the official position of the City. However, Members should express their dissenting views with tact and civility.
- b) Use of Official Titles. Members may use their official title only when conducting official City business, for informational purposes, or as an indication of background and expertise, after having carefully considered whether they are exceeding or appearing to exceed their authority.
- c) Response to Public Communication. Members are encouraged to respond promptly to letters, telephone calls, electronic communication, and other communications received from member of the Public who have requested a response. Members are not required to respond to commercial solicitations or to anonymous, obnoxious or harassing communications.

8.0 Enforcement

8.1 Member Responsibility.

Upon assuming office each Member shall sign a statement affirming that they have received and reviewed these Protocols. Each Member is responsible for adhering to these Protocols as well as the laws that comprise the basic legal framework for local government.

8.2 Council Authority.

The City Council has authority, but not the legal obligation, to monitor each Member's adherence to these Protocols and to take corrective action for violations, as provided below.

8.2.1 Training and Education.

The City Council may sponsor or require periodic training opportunities for Members to become more familiar with the Protocols and the legal framework (See Appendix "A").

8.2.2 Councilmembers.

Under California law, the Council does not have the legal authority to remove Members elected or appointed to the City Council or to otherwise deprive them of their office. However, as provided in Section 8.4.3, a majority of the Councilmembers may remove a Councilmember from all Council honorary and/or ceremonial positions and ad-hoc and standing committees, as well as from positions with other governmental agencies or other organizations they hold by virtue of appointment by the City Council.

~~8.3 Violation of Oath of Office.~~

~~8.3~~ ~~8.3.1~~ Oath of Office.

All Members take an oath upon assuming office, pledging to uphold the constitution and laws of the City, the State and the Federal government. In addition, Members commit to disclosing to the appropriate authorities and/or to the City Council any behavior or activity that may qualify as corruption, abuse, fraud, bribery or other violation of the law.

~~8.4 Violation of Protocols.~~

~~8.4~~ Violations.

This Code of Conduct is an expression of the standards of conduct for all elected and appointed Members. This section establishes a process for the filing of and the City's response to complaints that a member has violated this Code of Conduct. This section does not apply to any legislative action taken by a Member, including how a Member votes on an item, or any position a Member takes on any particular item that is before the Council.

8.4.1 Complaint.

Where any Board or Commission Member, Councilmember, City employee, or resident of the City believes that a Member has violated ~~these Protocols or their Oath of Office~~ this Code of Conduct, they may file a written complaint with the City Clerk ~~who will then provide it to the City Manager and City Attorney. The complaint shall be considered confidential until the City Attorney has determined the appropriate next action.~~ Council at the following email address: citycouncil@ci.capitola.ca.us.

The Mayor, Vice Mayor, or City Clerk shall provide the complaint to the City Attorney.

The Mayor, Vice Mayor, or City Clerk will acknowledge receipt to the complainant within five business days of receipt.

Within 45 days of receipt of the complaint, at a City Council meeting, any Councilmember may request the complaint be agendaized for discussion at a future Council meeting. If _____ Councilmembers (for a total of _____) agree, discussion will be agendaized at a future meeting.

If, within 45 days of receipt of the complaint, the Council does not act to agendaize it for discussion, the City Clerk or City Attorney will notify the complainant that the complaint has been dismissed.

8.4.2 Meeting Regarding Complaint.

If the Council chooses to discuss the complaint at a Council meeting, the Member who is subject to the complaint shall be notified of the meeting and have an opportunity to respond to the complaint at the meeting.

8.4.3 Actions by Council in Response to Complaint.

In response to a complaint, the Council may: 1) request further investigation or information; 2) take any of the actions listed below; or 3) take any other action that is permitted by law. Any action requires a majority vote by the Council.

8.4.2 Investigation.

~~Within thirty (30) days of receipt of a Complaint as provided in Section 7.4.1., the City Manager and City Attorney shall review the complaint. If, in the City Attorney's determination, the complaint alleges a violation of law, the City Attorney shall determine appropriate next steps.~~

~~For example, a complaint alleging theft of public funds or bribery, or a complaint from a purported whistle-blower (pursuant to California Labor Code Section 1102.5) may be forwarded to the Office of the District Attorney. Complaints alleging other violations of the law may be forwarded to the City's risk-management pool for a determination. The City Attorney shall have the authority to retain an outside investigator to investigate complaints from employees alleging violations of the Fair Employment and Housing Act.~~

~~All complaints, including complaints alleging violations of these protocols and any other City policy or procedure, at the appropriate point in the process as determined by the City Attorney shall be forwarded to the City Council for consideration in open session. The City Council may order an investigation.~~

8.4.3 Enforcement.

~~The City Council may use any of the following to respond to any and all violations of these protocols: (i) a warning (ii) a written reprimand; or (iii) censure. In addition, the City Council shall have the authority to remove Board or Commission Members from office as a remedy for violations. (CMC 2.12.020 for Planning Commissioners).~~

~~The City Council, Boards and Commissions shall use the following procedure to consider complaints forwarded by the City Attorney:~~

- ~~a) **Receipt of Complaint.** Upon receipt of the complaint, the Council will hold a public meeting at which it will determine whether the~~

~~complaint should be dismissed for the reasons stated in section b)(i), below, or added to a future agenda for further discussion and determination. if the complaint is added to a future agenda, the subject Member shall have the opportunity to address the allegations in the complaint at the future meeting.~~

~~b) **Determination.** The Council shall make a determination on the allegations in the complaint based on the following:~~

~~(i) **Dismissal.** Where the Council determines that no violation occurred or that only a trivial violation occurred, or that the complaint does not have merit for any other reason, the **The Council may dismiss the complaint.**~~

~~(ii) **Reprimand.** The Council may adopt a verbal or written statement reprimanding the subject Member for their conduct. The subject Member may file a rebuttal to the Reprimand with the City Clerk which will become a matter of public record.~~

~~(iii) **Censure.** Where the Council, based on the Report, any statement from the subject Member, and other evidence accepted at a public hearing of the matter, determines that there is substantial evidence that the Member has materially violated one or more provisions of these Protocols, and that such violation(s) impugn the integrity or dignity of the City or that such violations are egregious or chronic in nature, then the Council may adopt a resolution censuring the subject member by condemning their actions, removing the Member from all appointive positions representing the City in front of other governments and agencies, demoting them if they hold a position of mayor, mayor pro tempore, chairman or vice chairman, stating that the violations shall cease, and demanding corrective actions. The subject Member may file a rebuttal to the Censure with the City Clerk which will become a matter of public record.~~

~~c) **Commissioner and Board Member Removal from Office.**~~

~~(i) **Planning Commissioner** — Notwithstanding any of the provisions in this Section 9.0, the City Council may remove a Planning Commissioner by following procedure in CMG Section 2.12.020. Nothing in these Protocols affects or diminishes such power nor vests Planning Commissioners with any additional rights, including, without limitation, rights of procedural due procession.~~

~~(ii) Other Commissioners and Board Members – Notwithstanding any of the provisions in this Section 9.0, the City Council may remove any commissioner or board member appointed by the City Council. Nothing in these Protocols affects or diminishes such power nor vests such commissioners or board members with any additional rights, including, without limitation.~~

(ii) *Censure.* The Council may censure the Member. Censure is an official expression of disapproval and reprimand by the Council.

(iii) *Removal from appointments.* The Council may remove the Member from any appointive positions representing the City or, if they are currently serving as Mayor or Vice Mayor, remove them from that position.

(iv) *Removal of Board Member or Commissioner.* The Council may remove a Board Member or Commissioner from the Board or Commission on which the Board Member or Commissioner serves.

APPENDIX A – LEGAL FRAMEWORK & RESOURCES

1.0 Legal Framework

<u>Law or Regulations</u>	<u>Citation</u>
<u>California Laws</u>	
California Constitutions <i>General City Authority</i>	Article XI §§ 2, 5, 7, & 11.
Ralph M. Brown Act <i>Open Meeting Laws</i>	Government Code §§ 54950 <i>et seq.</i>
California Public Records Act <i>Public Records Disclosure</i>	Government Code §§ 6250 <i>et seq.</i>
California Political Reform Act <i>Conflicts, Disclosures & Campaigns</i>	Government Code §§ 81000 <i>et seq.</i>
FPPC Regulations <i>Conflicts, Disclosures & Campaigns</i>	2 Cal. Code Regs. §§ 18109 <i>et seq.</i>
<i>Legally Required Participation</i>	2 Cal. Code Regs. §18708
California Anti-Self Dealing Law <i>Self Interest in Contracts</i>	Government Code §§ 1090 <i>et seq.</i> ,
California Incompatibility of Office Law <i>Holding Two Public Offices</i>	Government Code § 1126 & § 1099
<u>City of Capitola Documents</u>	

City's Charter

City Municipal Code

City Council Rules of Order and Protocols

Reimbursement Policy

Social Media Policy

Handbook

Anti-Harassment and Ethics Training

2.0 Online Resources

<u>Resource</u>	<u>Web Address</u>
State of California <i>Portal to State Websites</i>	www.ca.gov/index.asp
Official Cal Legislative Information <i>California Bills & Codes Online</i>	www.leginfo.gov
Cal. Fair Political Practice Commission <i>Conflict of Interest Info</i>	www.ca.fppc
Cal. Attorney General <i>See AG Opinions</i>	www.ag.ca.gov
Cal. Senate <i>Bill Information Online</i>	www.senate.ca.gov
Cal. Secretary of State <i>Election Information</i>	www.sos.ca.gov
League of California Cities <i>Municipal resources</i>	www.cacities.org
Institute for Local Government <i>Municipal resources</i>	www.ca-ilg.org
Cal. Joint Powers Insurance Authority <i>Risk Management & Training</i>	www.cjpia.gov
Marrkula Institute for Applied Ethics <i>Ethical Decision Making</i>	www.scu.edu/ethics/practicing/decision
Institute for Local Self Government <i>Government Ethics</i>	www.ilsg.org

APPENDIX B – GUIDELINES FOR MAKING ETHICAL DECISIONS

[Please visit the Markkula Center for Applied Ethics at the University of Santa Clara]

How to Make an Ethical Decision. When presented with an opportunity to participate in making a decision for the City, the City Official should:

A. Recognize whether an ethical issue is involved.

1. Will the decision result in damage or injury to people?
2. Is there a clear good or bad result?
3. Is the result compelled under the law or does it hinge on budgetary, efficiency, or other community concerns?
4. Ethical decisions are often not the easiest decision nor the most popular.

B. Get the facts.

1. Read the staff report and get questions answered by the City Manager in advance.
2. Are there alternatives that would lead to better or worse results?
3. What are the viewpoints of the stakeholders? Are some more important than others?
4. Are there any unanticipated consequences?

C. Evaluate alternative actions. Which option will:

1. Produce the most good and do the least harm? (See the Markkula Center's Utility Test.)
 - a. Identify the *alternative actions* that are *possible* and the persons and groups (the stakeholders) *who will be affected* by these actions.
 - b. For each of the most promising alternatives, determine the *benefits and costs* to each person or group affected.
 - c. Select the action in the current situation that *produces the greatest benefits over costs for all* affected.
 - d. Ask *what would happen if* the action were a *policy for all similar situations*.
2. Best respect the rights of all who have a stake? (See The Markkula Center's Rights Test.)

- a. *Identify the right* being upheld or violated.
 - b. Explain why it *deserves the status* of a right.
 - c. Ask whether that *right conflicts with the rights* of others.
3. Treat people equally or proportionately? (See The Markkula Center's Justice Test.)
- a. What is the *distribution of benefits and burdens*? Is the distribution *fair*?
 - b. If disagreement persists over which outcome is fair, select a *fair process* to decide the issue.
4. Best serve the community as a whole. (See The Markkula Center's Common Good Test.)
- a. *Identify* what parts of the *common good* are involved.
 - b. Explain obligations to *promote or protect* the common good.
 - c. Discern whether the proposed action *conflicts with* an obligation to promote or protect the *common good*.
5. Lead the City Official to act as the sort of person or official as they want to be? (See The Markkula Center's Virtue Test.)
- a. Will the action help to *make you the kind of person you want to be*?
 - b. Will the action fit the City's reputation or vision of what it would like to be?
 - c. Will the action maintain the right balance between *excellence and success* for the City?

D. Make a decision and test it.

- 1. Which approach best suits the situation and arrives at the *most ethical decision*?
- 2. Which option is likely to be *most respected* by the Member's colleagues and constituents?

E. Act and reflect on the outcome.

- 1. How can the decision be *implemented to best reflect the intention and reasons* for the decision?
- 2. What was the end result of the decision and what feedback has the City Official received?

APPENDIX C – Receipt of Code of Conduct

I affirm that I have read and that I understand, accept and support the City of Capitola City Council and Commissioner Code of Conduct

Board, Commission, Committee Position

(Print Name)

Signature

Date

Summary Report	
Title	compareDocs Comparison Results
Date & Time	10/2/2025 8:32:58 AM
Comparison Time	1.21 seconds
compareDocs version	v5.1.900.2

Sources	
Original Document	Admin Policy I-42 Council and Board Code of Conduct.docx
Modified Document	Admin Policy I-42 Council and Board Code of Conduct 100225.docx

Comparison Statistics	
Insertions	16
Deletions	10
Changes	2
Moves	4
Font Changes	0
Paragraph Style Changes	0
Character Style Changes	0
TOTAL CHANGES	32

Word Rendering Set Markup Options	
Name	Standard
<u>Insertions</u>	
Deletions	
<u>Moves</u> / Moves	
Font Changes	
Paragraph Style Changes	
Character Style Changes	
Inserted cells	
Deleted cells	
Merged cells	
Changed lines	Mark left border.

compareDocs Settings Used	Category	Option Selected
Open Comparison Report after saving	General	Always
Report Type	Word	TrackChanges
Character Level	Word	False
Include Comments	Word	False
Include Field Codes	Word	True
Flatten Field Codes	Word	False
Include Footnotes / Endnotes	Word	True
Include Headers / Footers	Word	True
Image compare mode	Word	Insert/Delete
Include List Numbers	Word	True
Include Quotation Marks	Word	False
Show Moves	Word	True
Include Tables	Word	True
Include Text Boxes	Word	True
Show Reviewing Pane	Word	True
Summary Report	Word	End
Detail Report	Word	Separate (View Only)
Document View	Word	Print

Capitola City Council

Agenda Report

Meeting: October 9, 2025

From: City Manager Department

Subject: Capitola Municipal Code Section 2.04.140



Recommended Action: Receive a report on agenda setting procedures and provide direction to staff.

Background: Capitola's process for Council Members to request agenda items is outlined in the City's Municipal Code (CMC) Section 2.04.140. As a summary, CMC Section 2.04.140 states any Council Member may request an agenda item during an open City Council meeting. The current practice is that Council Members generally make such requests during the Council Member Comments portion of the agenda, and pursuant to the Municipal code, such a request does not require a second or consensus.

On July 24, 2025, Council Member Orbach requested staff conduct research on how other cities proceed with placing City Council requests on agendas. Staff sent a survey request through the California League of Cities and received responses from twenty-four cities regarding their processes for city council members to request agenda items. Staff produced a memo for the City Council on August 28th. On September 11th, Council Member Orbach requested an agenda item to discuss the process by which Council Members can request agenda items.

Discussion: Staff collected data from twenty-four cities within California regarding their processes for City Council members to request agenda items. A summary of data collected is attached to this memo, highlights include:

- Two cities indicate they have a process that allows an individual Council Member to place an item on a future agenda, without a second or consensus from the rest of the legislative body.
- Seven cities indicate they have a process or policy that requires two Council members to request an item (process varies from written request to request must be at a meeting).
- Fourteen cities indicate they have a process that requires a majority or more of the Council to request an item.

Amending the CMC would require an ordinance. Staff requests Council direction on potential changes to the process, and if directed, will return to present a draft ordinance at a later date.

Fiscal Impact: There is no fiscal impact associated with the recommended action.

Attachments:

1. Data Collected on Agenda Setting Procedure

Report Prepared By: Julia Gautho, City Clerk

Reviewed By: Samantha Zutler, City Attorney

Approved By: Jamie Goldstein, City Manager

City	Pop	Type	#	How can Council Members request agenda items?	Second or Vote?	Time Limit	Adopted policy, resolution or ordinance?
Camarillo	72,000	General Law	5	Request during a Council meeting.	Second	No	Policy
Ceres	48,397	General Law	5	Request during "Councilmember Referral" portion of meeting.	Consensus	No	
Hercules	26,500	General Law	5	Request during "Future Agenda Items" portion of meeting	Consensus	Yes, relative to research/prep time	Resolution - CC Rules
Kingsburg	13,000	Charter	5	Request during "Future Agenda Items" portion of meeting	Consensus	No	Included in agenda language
Laguna Beach	23000	General Law	5	Request during meeting and majority approval	A 2nd to be discussed at a future meeting, a 3rd to have an agenda report	No	Resolution
Los Altos Hills	10,000	General Law	5	Request during "Council, Commission, and Committee Initiated Items" portion of meeting	No	No	Ordinance
Menlo Park	31,690	General Law	5	Submit form before agenda prints, the Council votes to approve future agenda item.	Vote	No	Procedure - CC Handbook
Monterey	28,500	Charter	5	Submit a written request before agenda prints, the Council votes to approve future agenda item.	2 Yes Votes	No	Policy
Oceanside	171,000	Charter	5	Submit a written informational item w/ a second before agenda prints, the Council votes to approve future agenda item w/ staff input.	Second	No	Policy
Palmdale	156,410	Charter	5	Request during "Future Agenda Items" portion of meeting	Consensus	No	Resolution - CC Code
Red Bluff	14,700	General Law	5	Request during "Future Agenda Items" portion of meeting	Consensus	City Mgr. honors time request if reasonable	Policy
Sacramento	527,000	Charter	9	Submit a written request to Clerk for review by Mayor, City Manager, City Attorney, and City Clerk to be assigned for review to a committee.	Approval from Standing Committee	Requested by Council Member	Procedure - CC Rules
San Dimas	37,000	General Law	5	Request during "City Reports" portion of meeting	Second	Requested by Council Member	
San Fernando	24,500	General Law	5	Request in advance or consensus during meeting	Consensus	Depends on Council's direction	Resolution - CC Rules
Saratoga	35,000	General Law	5	Request during "Future Agenda Items" portion of meeting	Second	No	Resolution - CC Norms
Scotts Valley	11,000	General Law	5	Request during "Future Agenda Items" portion of meeting	Majority Support	No	Ordinance
South Lake Tahoe	21,000	General Law	5	Request during "Councilmember Reports" portion of meeting	Second	Yes - no sooner than the 2nd meeting after request made.	Policy - CC Protocols
Stanton	37,962	General Law	5	Request form to Clerk, then request during meeting	Consensus	No	Resolution - CC Rules
Sunnyvale	159,673	Charter	7	Requests for items can be made by motion during a Council meeting during Councilmember Comments. Items may be placed on the agenda by the Mayor or through a process called "Colleagues Memos" by a majority of a quorum of the Council (ie. Memo by 2 or 3 members)	Second and majority vote.	No	Policy
Thousand Oaks	130,000	General Law	5	Requests submitted in writing, to be considered as a future agenda item during the "City Council Issues/Recommendations" portion of agenda.	Vote	No	Resolution
Torrance	145,000	Charter	7	Request during "Council Announcements" or "Council Orals" to be considered as a future agenda item.	Majority	60 days	
Tulare	70,000	Charter	5	Submit written request before agenda prints, Council considers the request to be brought back as an agenda item.	Consensus	Requested by Council Member	Procedure - CC Handbook
Westminster	93,000	General Law	5	Request during "Comments and Requests for Agenda Items from City Council Members" portion of meeting	Vote	No	Resolution
Yorba Linda	66,500	General Law	5	Individual members may place an item by submitting a written request, but staff does not compile any reports for such requests	No	No	Policy



CITY COUNCIL AGENDA SETTING PROCEDURE

October 9, 2025



Brown Act Considerations

- For the Council to discuss an item, it must be listed on the agenda.
- Discussion of proposed new agenda items should be limited (as they are not on the agenda for discussion – yet).

Background

- CMC 2.04.1 40: Council Members may request an agenda item during an open meeting.
- 7/24/25: Council Member Orbach requested staff conduct research on how other cities handle Council requests for agenda items
- 8/28/25: City Clerk produced memo to Council with data from 24 other CA agencies
- 9/11/25: Council Member Orbach requested an item on a Council agenda to discuss agenda setting procedure

Data Collection

Staff sent out a request for information and received responses from 24 agencies (incl. in agenda packet)

- 2 cities have processes that allow individual Council Members to place an item on an agenda
- 7 cities have processes that allow two Council Members to request an item
- 14 cities have processes that allow a majority or more of the Council to request an item

Example Processes

- Council Member requests during Council meeting, a second will place the item on a future agenda for further discussion
 - ▣ Camarillo, Laguna Beach, San Dimas, Saratoga, South Lake Tahoe

- Council Members (2) submit a written request for an agenda item; item placed on an agenda for discussion/direction; and then if directed, staff returns at later meeting with a staff report
 - ▣ Menlo Park, Monterey, Oceanside, Sacramento, Stanton, Thousand Oaks, Tulare



Recommended Action

If Council wishes to amend current practice, provide direction to staff to return with an ordinance amending CMC 2.04.140.

Capitola City Council

Agenda Report

Meeting: October 9, 2025

From: Finance Department

Subject: City Check Registers



Recommended Action: Approve check registers dated June 13, 2025, June 27, 2025, July 4, 2025, July 11, 2025, July 18, 2025, July 25, 2025, August 1, 2025, August 8, 2025, August 15, 2025, August 22, 2025, August 29, 2025, September 5, 2025, and September 12, 2025.

Background: California Government Code Section 41004 requires the City Treasurer provide to the City Clerk and City Council a written report and accounting of all receipts, disbursements, and fund balances at least once each month. Additionally, the City Council is required to ratify all check registers as part of its oversight of city finances.

To meet this requirement, staff provide check registers for Council ratification on a regular basis as part of the Consent Agenda and prepare a monthly Treasurer's Report, which is posted on the City's website.

The check registers presented to the City Council include a cash position report reflecting the available cash balances in the General Fund, Payroll Fund, Reserve Funds, Capital Improvement Fund, and Internal Service Funds. The Treasurer's Report expands on this by including balances in the Special Revenue Funds and Debt Service Funds and is prepared once all monthly bank statements have been reconciled. The City's cash position is different from the City's budget position, which is based on fund accounting.

Fund accounting is how governments keep track of money by separating it into funds, each with its own purpose and restrictions, and showing the total revenue and expenditures over the entire fiscal year. That is how the budget presents the City's fiscal position. The City's cash position, however, is different because it reflects the actual timing of when revenues are received and when expenditures are paid.

Discussion: Like most California cities, Capitola generally experiences its lowest cash position each fiscal year between July and December. This is due to the timing of revenues and expenditures:

- **Revenues:**
 - Sales tax and transient occupancy tax (TOT), two of the City's top three revenue sources, are received monthly and can be volatile.
 - Property tax, the City's second largest revenue source, is received 45% at the end of December, 45% at the end of April, and 10% in July.
- **Expenditures:**
 - Several of the City's largest expenses, including CalPERS Unfunded Actuarial Liability (UAL), liability and workers' compensation insurance premiums, and the City's contribution to the 911 Emergency Operations Joint Powers Association (JPA), are due in July with additional payments throughout the remainder of the calendar year.

While the City historically budgets for a \$500,000 General Fund balance, this only represents a little over 2% of the total \$21.2 million General Fund budget. In addition, the City budget includes \$2.5 million in Contingency Reserves, which is intended to help meet short-term cash flow

requirements, as well as protect against temporary revenue shortfalls or unanticipated operating costs.

In addition, two major capital projects—the Jade Street Community Center and Treasure Cove Playground—are primarily funded by federal reimbursement grants. These reimbursements are typically received two to three months after expenditures are made, creating short-term cash flow challenges.

The City also continues to await approximately \$1 million in FEMA/Cal OES storm damage reimbursements. This delay has kept reserve fund balances below their target levels, further straining both cash and fund balances.

Historically the City has carried a positive balance in the Capital Improvement Project (CIP) fund as some projects took multiple fiscal years to fully implement. Best practice for municipalities is to utilize CIP funding as it is allocated to minimize inflationary losses due to rising construction costs. Due to improved project delivery timing, and recent successes at obtaining significant grants, the CIP fund is now in a negative position as we await reimbursements.

While staff has successfully managed cash balances in recent years, the August 2nd report reflected, for the first time, a negative General Fund cash balance, effectively meaning that special revenue funds were temporarily covering General Fund operations.

Upcoming Revenues:

- FEMA reimbursement of \$769,655 expected late October/early November.
- Cal OES reimbursement of \$192,400 is expected approximately one month later.
- \$985,000 contribution from the Friends of the County Parks for the Treasure Cove project expected later this fiscal year.
- \$294,000 from FHWA for 2023 repairs to Stockton Bridge later this year.

Staff recommend prioritizing these revenues to restore reserve funds to their target balances, with remaining amounts directed to the Capital Improvement Fund to support cash flow for grant-funded projects. The goal is to return to a positive General Fund cash position by the end of December and strengthen balances in the second half of the fiscal year.

Reporting Improvements:

Staff has also revised the format of the bi-weekly cash report provided with check registers to align with the Treasurer's Report. While the cash report is based on current accounts payable activity and the Treasurer's Report reflects cash position, both will now present consistent and more comprehensive financial information for City Council oversight.

Fiscal Impact: None at this time. This report is informational and intended to provide transparency on the City's financial position.

Attachments:

1. Checks issued over \$10,000
2. 06-13-25 Check Register
3. 06-27-25 Check Register
4. 07-04-25 Check Register
5. 07-11-25 Check Register
6. 07-18-25 Check Register
7. 07-25-25 Check Register
8. 08-01-25 Check Register
9. 08-08-25 Check Register
10. 08-15-25 Check Register

- 11. 08-22-25 Check Register
- 12. 08-29-25 Check Register
- 13. 09-05-25 Check Register
- 14. 09-12-25 Check Register

Report Prepared By: Luis Ruiz, Accountant II

Reviewed By: Julia Gautho, City Clerk and Jim Malberg, Finance Director

Approved By: Jamie Goldstein, City Manager

Account: City Main				
Date	Starting Check #	Ending Check #	Payment Count	Amount
06/13/2025	104006	104063	60	\$ 653,543.30
06/27/2025	104064	104198	140	\$ 367,976.28
07/04/2025	104199	104272	76	\$ 1,117,831.24
07/11/2025	104273	104282	11	\$ 253,426.05
07/18/2025	104283	104400	119	\$ 347,846.27
07/25/2025	104401	104470	70	\$ 293,827.47
08/01/2025	104471	104515	46	\$ 185,974.03
08/08/2025	104516	104593	78	\$ 186,818.88
08/15/2025	104594	104658	67	\$ 197,948.04
08/22/2025	104659	104705	47	\$ 82,382.68
08/29/2025	104706	104775	71	\$ 519,138.01
09/05/2025	104776	104828	54	\$ 119,209.88
09/12/2025	104829	104872	44	\$ 187,559.22

The main account check register dated June 6, 2025, ended with check #104005.

Account: Payroll				
Date	Starting Check/EFT #	Ending Check/EFT #	Payment Count	Amount
06/13/2025	7147	7148	152	\$ 254,179.14
06/27/2025	7149	7153	161	\$ 485,489.13
07/04/2025	7154	7159	12	\$ 233,658.13
07/11/2025	1184	1337	154	\$ 292,479.97
07/18/2025	7160	7163	9	\$ 148,962.87
07/25/2025	7164	7164	155	\$ 305,717.84
08/01/2025	7165	7179	24	\$ 3,159,909.32
08/08/2025	7180	7183	153	\$ 303,625.66
08/15/2025	7184	7190	17	\$ 179,941.73
08/22/2025	7191	7196	128	\$ 237,725.50
08/29/2025	7197	7206	19	\$ 241,277.06
09/05/2025	7207	7213	126	\$ 235,526.34
09/12/2025	7214	7219	10	\$ 144,065.76

The payroll account check register dated June 6, 2025, ended with payroll check #7146.

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

Check/EFT	Issued to	Dept	Description	Amount
104021	CRESCO EQUIPMENT RENTALS	PW	Beach grading equipment rental	\$ 11,265.25
104056	SANTA CRUZ COUNTY CLERK	CM	November 2024 Election ballots	\$ 22,857.46

104058	SSB CONSTRUCTION	PW	Community Center Renovation Project Services	\$ 539,318.47
1171	CalPERS Member Services Division	CM	PERS contributions PPE 6/7/25	\$ 65,854.67
1173	INTERNAL REVENUE SERVICE	CM	Federal taxes & Medicare PPE 06/07/2025	\$ 39,942.02
1175	VOYA FINANCIAL	CM	Employee 457 Contribution PPE 06/13/25	\$ 10,869.67
11	SANTA CRUZ COUNTY BANK	Fin	May Credit Card Charges	\$ 10,976.07
1176	CalPERS Fiscal Services Division	Fin	FY24/25 OPEB trust contribution	\$ 67,050.00
104081	BOONE LOW RATLIFF ARCHITECTS INC	PW	Jade St Community Center renovation design services	\$ 16,334.04
104100	CSW-STUBER-STROEH ENGINEERING GROUP INC	PW	Cliff Drive Resiliency Project Services	\$ 22,196.35
104101	CUMMING MANAGEMENT GROUP, INC.	PW	Community Center Construction Management Services	\$ 17,625.00
104136	LC ACTION POLICE SUPPLY LTD	PD	2023 Dodge Charger Parts	\$ 10,917.96
104157	PACIFIC GAS & ELECTRIC	PW	June Monthly utilities	\$ 18,743.07
104169	SCOTTS VALLEY FIRE PROTECTION DISTRICT	CM	FY/24/25 Hazmat Interagency Team Contribution	\$ 10,664.00
104171	SOQUEL CREEK WATER DISTRICT	PW	Monthly Water & Irrigation	\$ 19,765.74
104173	SWA GROUP INC	CDD	41st Avenue Corridor Study Services	\$ 16,146.42
104176	TYLER TECHNOLOGIES	Fin	Annual ERP application services	\$ 36,063.17
19	SANTA CRUZ COUNTY BANK	Fin	June Credit Card Charges	\$ 18,306.21
1179	CalPERS Member Services Division	CM	PERS contributions PPE 6/21/25	\$ 65,709.60
1182	VOYA FINANCIAL	CM	Employee 457 Contribution PPE 06/21/25	\$ 11,148.43
1183	INTERNAL REVENUE SERVICE	CM	Federal taxes & Medicare PPE 06/21/2025	\$ 45,306.02
1178	CalPERS Health Insurance	CM	July Health Insurance	\$ 85,093.92
104205	CHAVAN & ASSOCIATES, LLP	Fin	FY25/26 Audit Services	\$ 22,500.00
104222	MBASIA	CM	FY25/26 Insurance Premiums	\$ 502,095.11
104240	SSB CONSTRUCTION	PW	Community Center Renovation Project Services	\$ 389,446.69
104243	US BANK	Fin	Pac Cove facility lease	\$ 80,299.88
104246	WATSONVILLE FORD	PW	2025 Ford F250 Truck	\$ 56,287.67

104280	SANTA CRUZ REGIONAL 911	PD	FY25/26 First Quarter Operating Contribution	\$ 236,834.15
1338	CalPERS Member Services Division	CM	PERS contributions PPE 07/05/25	\$ 66,001.49
1339	EMPLOYMENT DEVELOPMENT DEPARTMENT	CM	State Taxes PPE 07/05/25	\$ 10,321.81
1340	INTERNAL REVENUE SERVICE	CM	Federal taxes & Medicare PPE 07/05/25	\$ 47,665.81
1342	VOYA FINANCIAL	CM	Employee 457 Contribution PPE 07/05/25	\$ 11,448.37
104298	BOONE LOW RATLIFF ARCHITECTS INC	PW	Community Center Patio Renovation Services	\$ 29,695.49
104305	COMMUNITY BRIDGES	PW	June 2025 Shuttle Services	\$ 19,800.00
104306	COMPLETE PAPERLESS SOLUTIONS LLC	CM	Laserfiche Cloud services subscription	\$ 16,225.00
104309	CUMMING MANAGEMENT GROUP, INC.	PW	Community Center Construction Management Services	\$ 23,075.00
104312	DONALD W ALLEY	PW	Soquel Creek monitoring and reporting	\$ 11,897.28
104345	NOVO SOLUTIONS INC	PW	Software for asset/work order management	\$ 10,950.00
104354	SANTA CRUZ COUNTY ANIMAL SHELTER	PD	Quarterly animal services contribution	\$ 58,846.80
104355	SANTA CRUZ COUNTY ANTI CRIME TEAM	PD	FY25/26 Operational Expense Contribution	\$ 35,567.00
104356	SANTA CRUZ COUNTY AUDITOR-CONTROLLER	Fin	June citation processing	\$ 13,231.50
104358	SC Swimming CAFL	Rec	Swim lessons	\$ 15,000.00
20	WATSONVILLE FORD	PW	Ford F150 Lightning	\$ 55,198.61
104408	BURKE WILLIAMS AND SORENSEN LLP	CM	May Legal Services	\$ 33,191.45
104418	CSW-STUBER-STROEH ENGINEERING GROUP INC	PW	Cliff Drive Resiliency Project Services	\$ 48,166.55
104436	LEWIS TREE SERVICE INC.	PW	City Hall Parking Lot Tree Pruning	\$ 13,000.00
104456	SOQUEL CREEK WATER DISTRICT	PW	Monthly Water & Irrigation	\$ 40,415.75
104463	WATSONVILLE FORD	PD	2025 Ford Command Vehicle	\$ 58,233.68
1499	CalPERS Member Services Division	CM	PERS contributions PPE 7/19/25	\$ 67,871.80
1500	EMPLOYMENT DEVELOPMENT DEPARTMENT	CM	State tax PPE 7/19/25	\$ 11,525.59
1501	INTERNAL REVENUE	CM	Federal taxes & Medicare PPE	\$ 51,024.37

	SERVICE		7/19/25	
1503	VOYA FINANCIAL	CM	Employee 457 contributions PPE 7/19/25	\$ 11,988.30
1506	CalPERS Fiscal Services Division	CM	FY25/26 PERS UAL prepayment	\$ 2,895,386.00
1498	CalPERS Health Insurance	CM	August Health Insurance	\$ 87,114.09
104481	COMMUNITY BRIDGES	CDD	CDBG Meals on Wheels	\$ 37,743.27
104486	DIAMOND D COMPANY	PW	Upper Village Parking Lot Sidewalk Improvements	\$ 30,991.00
104488	EXCEEDIO	CM	August IT services	\$ 10,399.33
104503	PACIFIC GAS & ELECTRIC	PW	July Monthly utilities	\$ 16,173.23
104508	SWA GROUP INC	CDD	41st Avenue Corridor Study Services	\$ 34,658.10
104525	CA DEPARTMENT OF TRANSPORTATION	PW	Apr - Jun signals & lighting	\$ 17,722.24
104529	COMMUNITY BRIDGES	PW	2025 July Shuttle Services	\$ 17,226.00
104534	EXECUTIVE FACILITIES SERVICES, INC.	PW	July Janitorial Services	\$ 14,610.89
104571	SOQUEL CREEK WATER DISTRICT	PW	Monthly Water & Irrigation	\$ 38,826.71
104573	TAVIOS GENERAL CONSTRUCTION	PD	Labor and Materials for Remodel	\$ 26,700.00
1657	CalPERS Member Services Division	CM	PERS contributions PPE 8/2/25	\$ 68,785.16
1658	EMPLOYMENT DEVELOPMENT DEPARTMENT	CM	State tax PPE 8/2/25	\$ 11,882.39
1659	INTERNAL REVENUE SERVICE	CM	Federal taxes & Medicare PPE 8/2/25	\$ 50,194.77
1661	VOYA FINANCIAL	CM	Employee 457 contributions PPE 8/2/25	\$ 19,569.64
7186	EMPLOYEE FINAL PAY	CM	Employee Final Pay	\$ 10,787.72
104594	ADAMS ASHBY GROUP INC.	CDD	General admin of CDBG - Community Center	\$ 13,062.50
104608	BOONE LOW RATLIFF ARCHITECTS INC	PW	Community Center Patio Renovation Services	\$ 19,607.07
104613	CSG Consultants Inc.	CDD	Building Inspector Services	\$ 14,899.95
104614	CUMMING MANAGEMENT GROUP, INC.	PW	Community Center Construction Management Services	\$ 30,615.00
104618	DOOLEY ENTERPRISES INC.	PD	Ammunition	\$ 18,157.80
104649	SANTA CRUZ COUNTY AUDITOR-CONTROLLER	Fin	July citation processing	\$ 12,036.50
104650	SANTA CRUZ COUNTY SHERIFF	PD	FY25/26 CLETS Administrative Cost Recovery	\$ 10,599.00

104666	BURKE WILLIAMS AND SORENSEN LLP	CM	Monthly Legal Services	\$ 29,886.73
22	SANTA CRUZ COUNTY BANK	Fin	Monthly Credit Card Charges	\$ 30,219.17
1792	EMPLOYMENT DEVELOPMENT DEPARTMENT	CM	State taxes PPE 8-16-22	\$ 10,182.76
1793	INTERNAL REVENUE SERVICE	CM	Federal taxes & Medicare PPE 8-16-25	\$ 39,894.14
1795	VOYA FINANCIAL	CM	Employee 457 contributions PPE 8-16-25	\$ 11,790.18
1791	CalPERS Member Services Division	CM	PERS contributions PPE 8/16/25	\$ 70,541.58
1790	CalPERS Health Insurance	CM	September health insurance	\$ 91,392.60
104713	CAPITOLA-SOQUEL CHAMBER OF COMMERCE	Fin	FY/24/25 Q4 TOT	\$ 10,302.12
104716	EXCEEDIO	CM	September IT services	\$ 10,408.33
104723	KIMLEY HORN AND ASSOCIATES INC	PW	Capitola Local Roadway Safety Plan Services	\$ 19,981.22
104734	PACIFIC GAS & ELECTRIC	PW	Monthly Utilities	\$ 16,856.27
104743	SSB CONSTRUCTION	PW	Community Center Renovation Project thru 7.31.25	\$ 302,905.12
104752	VISIT SANTA CRUZ COUNTY	Fin	FY24/25 Q4 TMD	\$ 70,929.44
104788	DERO	PW	Wave Shaped Bike Racks for Wharf	\$ 14,628.59
104821	SWA GROUP INC	CDD	41st Avenue Corridor Study Services through 7.31.25	\$ 16,013.67
1917	CalPERS Member Services Division	CM	PERS contributions PPE 8/30/25	\$ 70,534.71
1918	EMPLOYMENT DEVELOPMENT DEPARTMENT	CM	State tax PPE 8/30/25	\$ 10,201.33
1919	INTERNAL REVENUE SERVICE	CM	Federal taxes & Medicare PPE 8/30/25	\$ 41,745.73
1921	VOYA FINANCIAL	CM	Employee 457 contributions PPE 8/30/25	\$ 11,866.63
104829	ADAMS ASHBY GROUP INC.	CDD	General admin of CDBG - Community Center	\$ 11,000.00
104834	BETZ WORKS INC	PW	Park at Rispin Mansion Project Services	\$ 49,000.00
104835	BOONE LOW RATLIFF ARCHITECTS INC	PW	Community Center Patio Renovation Construction Admin	\$ 20,874.62
104837	COMMUNITY BRIDGES	PW	August 2025 Shuttle Services	\$ 15,840.00

104840	CUMMING MANAGEMENT GROUP, INC.	PW	Community Center Construction Management Services	\$ 32,955.00
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Cash Position – City of Capitola

June 13, 2025

City main account checks dated June 13, 2025, numbered 104006 to 104063 totaling \$651,758.91, 2 EFTs totaling \$1,784.39, 2 payroll checks totaling \$1,892.49 and 150 payroll EFTs totaling \$252,286.65 for a grand total of \$907,722.44, have been reviewed and authorized for distribution by the City Manager.

As of June 13, 2025, the unaudited cash balance is \$9,623,624.

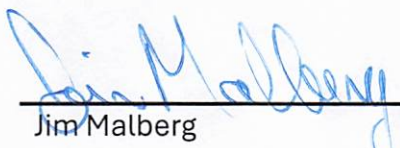
CASH BALANCE June 13, 2025

Fund	Description	Ending Balance
1000	General Fund	\$ (3,486,606)
1001	Payroll Payables	183,162
Total General Funds		\$ (3,303,444)
1010	Contingency Reserve	\$ 2,364,346
1015	PERS Contingency Fund	1,531,142
1020	Emergency Reserve	1,631,506
1025	Facilities Reserve Fund	282,714
Total Reserve Funds		\$ 5,809,708
1200	Capital Improvement Fund	\$ (935,319)
2210	ISF - Stores Fund	\$ 52,845
2211	ISF - Information Technology	446,777
2212	ISF - Equipment Replacement	351,323
2213	ISF - Self-Insurance Liability	(77,429)
2214	ISF - Workers Compensation	17,863
2216	ISF - Compensated Absences	65,329
Total Internal Service Funds		\$ 856,708
TOTAL AVAILABLE GENERAL FUNDS		\$ 2,427,653
1300	SLESF - Supl Law Enfc	\$ 202,210
1305	Restricted TOT	53,079
1308	SB1 Road Maint. & Rehab.	760,225
1309	RTC Streets	874,719
1310	Gas Tax	352,671
1311	Wharf	88,415
1313	General Plan Update and Maint	366,851
1314	Green Building Education	276,757
1315	Public Art Fee Fund	120,200
1316	Parking Reserve Fund	737
1317	Technology Fee Fund	106,381
1320	PEG - Public Education and Govt	65,168
1321	BIA - Capitola Village-Wharf BIA	12,859
1350	CDBG Grants	122,098
1351	CDBG Program Income	949
1360	Library Fund	16,916
1370	HOME Reuse	1,004,931
1372	Housing Trust	345,655
1373	Permanent Local Housing Allocatic	467,433
5552	Cap Hsg Succ- Program Income	1,957,719
Total Special Revenue Funds		\$ 7,195,972
TOTAL CITY CASH BALANCE		\$ 9,623,624

(1) June 13th balance does not include \$952,139 held in the OPEB Trust.


 Jamie Goldstein
 City Manager

9/8/25
 Date


 Jim Malberg
 Administrative Services Director

9/5/25
 Date

City Checks Issued June 13, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104006	06/13/2025			ADT SECURITY SERVICES INC.	\$288.94
	Invoice	Date	Description	Amount	
	ADT052925	05/29/2025	Corp. yard & museum ADT monitoring	\$288.94	
104007	06/13/2025			AGILE OCCUPATIONAL MEDICINE, PC	\$1,305.00
	Invoice	Date	Description	Amount	
	EM046215	06/03/2025	Employee testing & exams	\$1,305.00	
104008	06/13/2025			AJ'S FUEL MARKET OF CAPITOLA INC	\$348.00
	Invoice	Date	Description	Amount	
	AJ053125	05/31/2025	Carwash Closing Date 5/31/2025	\$348.00	
104009	06/13/2025			ALLIED UNIVERSAL	\$2,091.39
	Invoice	Date	Description	Amount	
	17071609	06/05/2025	June 2025 Jade Street Park Patrol	\$697.13	
	17071617	06/05/2025	June 2025 McGregor Skate Park Patrol	\$697.13	
	17071618	06/05/2025	June 2025 Esplanade Park Patrol	\$697.13	
104010	06/13/2025			AMAZON CAPITAL SERVICES	\$2,325.43
	Invoice	Date	Description	Amount	
	1RCW-RH4Q-CPW4	06/04/2025	Air compressor	\$50.55	
	17KX-91WX-1L19	06/10/2025	Phone case	\$43.56	
	1HQ9-6DDY-6DKC	06/07/2025	Refund for desk chair	(\$27.78)	
	1G3W-QXL6-9LFH	06/03/2025	Sidewalk sign (2)	\$166.28	
	1QJM-HJK1-LXCX	05/27/2025	Folding table (4 pack)	\$1,080.48	
	1QNC-GV9L-6VRM	06/07/2025	Sunscreen, Lego dots, storage organizer, play balls, rub	\$385.27	
	1VKT-MYX9-CRNL	06/04/2025	Kleenex, hand wipes, misc craft supplie, first aid supplies	\$592.15	
	1HCM-NQHW-P1HM	06/09/2025	Writing pads	\$34.92	
		1000 - General Fund		\$2,281.87	
		2211 - ISF - Information Technology		\$43.56	
104011	06/13/2025			APPLIED REAL ESTATE INSPECTIONS INC.	\$1,885.00
	Invoice	Date	Description	Amount	
	25-232	06/04/2025	Community Center Mold Inspection	\$1,885.00	
104012	06/13/2025			AT&T	\$8.73
	Invoice	Date	Description	Amount	
	ATT060125	06/01/2025	June long distance charges	\$8.73	
		1000 - General Fund		\$4.30	
		2211 - ISF - Information Technology		\$4.43	
104013	06/13/2025			BAYSIDE OIL II INC.	\$139.19
	Invoice	Date	Description	Amount	
	57636	05/29/2025	Solvent bulk (10)	\$139.19	
104014	06/13/2025			CA DEPARTMENT OF JUSTICE	\$473.00

City Checks Issued June 13, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
	Invoice	Date	Description		Amount
	821879	06/04/2025	May fingerprinting		\$473.00
104015	06/13/2025			CA DEPT OF TAX AND FEE ADMINISTRATION	\$3,077.88
	Invoice	Date	Description		Amount
	TF500668	06/03/2025	Measure Y tax implementation		\$3,077.88
104016	06/13/2025			CARIN HANNA	\$1,394.46
	Invoice	Date	Description		Amount
	CH053025	05/30/2025	BIA reimbursement		\$1,394.46
			1321 - BIA - Capitola Village-Wharf BIA		
104017	06/13/2025			CATTO'S GRAPHICS INC.	\$412.97
	Invoice	Date	Description		Amount
	108178	06/04/2025	Summer concert sponsor banner		\$412.97
104018	06/13/2025			CITY OF SANTA CRUZ	\$1,602.22
	Invoice	Date	Description		Amount
	050033	06/03/2025	Salmonid sampling and habitat monitoring		\$1,602.22
104019	06/13/2025			COMPLETE MAILING SERVICE INC.	\$3,055.29
	Invoice	Date	Description		Amount
	9123	05/30/2025	Summer brochure mailing		\$3,055.29
104020	06/13/2025			CORODATA RECORDS MANAGEMENT, INC.	\$141.72
	Invoice	Date	Description		Amount
	RS3716724	05/31/2025	May records management		\$141.72
104021	06/13/2025			CRESCO EQUIPMENT RENTALS	\$11,265.25
	Invoice	Date	Description		Amount
	6390402-0001	06/04/2025	Beach grading equipment rental		\$11,265.25
104022	06/13/2025			CRYSTAL SPRINGS WATER CO.	\$310.50
	Invoice	Date	Description		Amount
	CSW053125	05/31/2025	May drinking water		\$310.50
104023	06/13/2025			DAVID SCOTT COBABE	\$1,444.00
	Invoice	Date	Description		Amount
	DC052225	05/22/2025	Instructor payment		\$1,444.00
104024	06/13/2025			DOCTORS ON DUTY	\$425.00
	Invoice	Date	Description		Amount
	DOD060425	06/04/2025	New employee testing & exams		\$425.00
104025	06/13/2025			DUDEK	\$630.00
	Invoice	Date	Description		Amount

City Checks Issued June 13, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
	202504039	06/04/2025	Community Center NEPA Clearance		\$630.00
104026	06/13/2025			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$225.70
	Invoice	Date	Description		Amount
	0-241-175-440	06/02/2025	State tax employee settlement check		\$225.70
			1001 - Payroll Payables		
104027	06/13/2025			ENVIRONMENTAL INNOVATIONS INC.	\$1,974.69
	Invoice	Date	Description		Amount
	3074	05/30/2025	CalRecycle May outreach		\$1,974.69
104028	06/13/2025			EXECUTIVE FACILITIES SERVICES, INC.	\$85.43
	Invoice	Date	Description		Amount
	34867	06/05/2025	Extra work at 4510 Jade St		\$85.43
104029	06/13/2025			EXTREME TOWING	\$325.00
	Invoice	Date	Description		Amount
	013478	06/04/2025	Towing of Crown Vic #111		\$325.00
104030	06/13/2025			FLYERS ENERGY LLC	\$5,746.50
	Invoice	Date	Description		Amount
	25-386042	06/05/2025	1101 gallons gasoline		\$4,575.88
	25-386041	06/05/2025	240 gallons diesel		\$1,170.62
104031	06/13/2025			GACHINA LANDSCAPE MANAGEMENT INC	\$399.00
	Invoice	Date	Description		Amount
	C228261	04/08/2025	Tree trunk insecticide treatment		\$399.00
104032	06/13/2025			GV LAND SURVEYING	\$3,765.00
	Invoice	Date	Description		Amount
	585	06/08/2025	Community Center Land Surveying		\$3,765.00
104033	06/13/2025			HD SUPPLY FORMERLY HOME DEPOT PRO	\$2,994.51
	Invoice	Date	Description		Amount
	867998874	06/05/2025	Cleaning supplies		\$2,994.51
104034	06/13/2025			Hi-Line Inc.	\$278.22
	Invoice	Date	Description		Amount
	3073830	05/31/2025	Connectors, hitch pin clip, cotter pin, cable tie, heat shrir		\$278.22

City Checks Issued June 13, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104035	06/13/2025			HINDERLITER DELLAMAS AND ASSOCIATES	\$1,200.00
	Invoice	Date	Description	Amount	
	SIN050810	06/07/2025	District Sales tax auditing services Q4 60113	\$600.00	
	SIN050825	06/07/2025	District Sales tax auditing services Q4 60334	\$600.00	
104036	06/13/2025			HOME DEPOT CREDIT SERVICES	\$210.54
	Invoice	Date	Description	Amount	
	5514471	06/05/2025	Sand, ratchet kit	\$157.81	
	6625120	06/04/2025	Door knob, anti-bac spray, pliers, 3M hooks, degreaser	\$52.73	
104037	06/13/2025			INSTITUTE FOR LOCAL GOVERNMENT	\$625.00
	Invoice	Date	Description	Amount	
	3178	05/22/2025	PE Workshop	\$625.00	
104038	06/13/2025			INTERNAL REVENUE SERVICE	\$931.42
	Invoice	Date	Description	Amount	
	43115010	06/02/2025	Federal taxes & Medicare employee settlement check	\$931.42	
			1001 - Payroll Payables		
104039	06/13/2025			KBA Document Solutions LLC	\$102.10
	Invoice	Date	Description	Amount	
	55Y1536978	06/02/2025	City Hall copier usage charges	\$102.10	
			2211 - ISF - Information Technology		
104040	06/13/2025			KIMLEY HORN AND ASSOCIATES INC	\$5,444.43
	Invoice	Date	Description	Amount	
	32079057	05/31/2025	Bay Ave Corridor Project Services thru 5.31.25	\$5,444.43	
			1200 - Capital Improvement Fund		
104041	06/13/2025			LABORMAX STAFFING	\$4,179.60
	Invoice	Date	Description	Amount	
	26-448890	06/06/2025	Public works seasonal labor 6/2 - 6/6/25	\$4,179.60	
104042	06/13/2025			LEO MORENO	\$708.38
	Invoice	Date	Description	Amount	
	LM061125	06/11/2025	Management Module A Travel Reimbursement (POST)	\$176.60	
	LM061025	06/10/2025	Women Leaders in Law Enforcement Training Reimburs	\$202.60	
	LM060525	06/05/2025	Acoustic Panels for project CS0097 Reimbursement	\$329.18	
104043	06/13/2025			LLOYD'S TIRE AND AUTO	\$790.50
	Invoice	Date	Description	Amount	
	224622	05/30/2025	Tires for 2014 Prius	\$790.50	

City Checks Issued June 13, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104044	06/13/2025			MISSION LINEN SUPPLY	\$234.58
	Invoice	Date	Description		Amount
	523992438	06/09/2025	Community Center mop and mat service		\$77.98
	524016238	06/11/2025	Fleet towels, uniform cleaning		\$55.72
	524016239	06/11/2025	Corp. Yard linen service		\$100.88
104045	06/13/2025			MISSION PRINTERS	\$73.42
	Invoice	Date	Description		Amount
	67278	06/06/2025	Business Cards		\$73.42
104046	06/13/2025			NATIONAL LEAGUE OF CITIES	\$1,314.00
	Invoice	Date	Description		Amount
	191992	05/09/2025	Member dues		\$1,314.00
104047	06/13/2025			NETFILE INC	\$4,000.00
	Invoice	Date	Description		Amount
	10211	06/11/2025	Annual subscription for agency services		\$4,000.00
			2211 - ISF - Information Technology		
104048	06/13/2025			NORTH BAY FORD	\$223.79
	Invoice	Date	Description		Amount
	295828	05/29/2025	Oil additive		\$13.07
	295869	06/03/2025	Transmission kit		\$210.72
104049	06/13/2025			O'REILLY AUTO PARTS	\$356.34
	Invoice	Date	Description		Amount
	2763-124714	06/04/2025	Oil, battery		\$261.96
	2763-126231	06/10/2025	Starter		\$94.38
104050	06/13/2025			PALACE BUSINESS SOLUTIONS	\$123.07
	Invoice	Date	Description		Amount
	2434279-0	06/05/2025	Copy paper		\$52.13
	2434454-0	06/05/2025	Pens, notebooks		\$70.94
104051	06/13/2025			RDO EQUIPMENT CO.	\$45.22
	Invoice	Date	Description		Amount
	P9902339	06/10/2025	Wheel kit		\$45.22
104052	06/13/2025			RICHARD B CASTILLO II	\$101.25
	Invoice	Date	Description		Amount
	RC060625	06/06/2025	Softball official services		\$101.25

City Checks Issued June 13, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104053	06/13/2025			SAFE LIFE DEFENSE LLC	\$715.81
	Invoice	Date	Description	Amount	
	60016646	06/06/2025	522 Bulletproof Vest	\$715.81	
104054	06/13/2025			SANTA CRUZ AUTO PARTS INC.	\$70.40
	Invoice	Date	Description	Amount	
	521636	05/29/2025	Oil, headlight socket	\$70.40	
104055	06/13/2025			SANTA CRUZ COUNTY AUDITOR-CONTROLLER	\$9,387.00
	Invoice	Date	Description	Amount	
	SCCO053125	05/31/2025	May citation processing	\$9,387.00	
104056	06/13/2025			SANTA CRUZ COUNTY CLERK	\$22,857.46
	Invoice	Date	Description	Amount	
	24-046	06/03/2025	November 2024 Election ballots, staff, supplies, mailings	\$22,857.46	
104057	06/13/2025			SANTA CRUZ SENTINEL	\$857.60
	Invoice	Date	Description	Amount	
	0001444917	05/31/2025	May legal notices	\$857.60	
104058	06/13/2025			SSB CONSTRUCTION	\$539,318.47
	Invoice	Date	Description	Amount	
	SSB#2	05/31/2025	Community Center Renovation Project thru 5.31.25	\$539,318.47	
			1200 - Capital Improvement Fund		
104059	06/13/2025			STOFER LABS	\$8,832.50
	Invoice	Date	Description	Amount	
	SL052325	05/23/2025	K9 Puppy	\$8,832.50	
104060	06/13/2025			US BANK EQUIPMENT FINANCE	\$179.90
	Invoice	Date	Description	Amount	
	557102829	06/04/2025	Recreation copier lease	\$179.90	
104061	06/13/2025			WESTERN EXTERMINATOR COMPANY	\$98.11
	Invoice	Date	Description	Amount	
	78658302	06/02/2025	Turnouts rodent control	\$98.11	
104062	06/13/2025			CORY ATKINS	\$180.00
	Invoice	Date	Description	Amount	
	CA060325	06/03/2025	Refund for Classic Camp Session 3	\$180.00	

City Checks Issued June 13, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104063	06/13/2025			CORY ATKINS	\$180.00
	Invoice	Date	Description		Amount
	CA060325-2	06/03/2025	Refund for Classic Camp Session 4		\$180.00
Type Check Totals:					\$651,758.91
<u>EFT</u>					
9	06/10/2025			HUB INTERNATIONAL	\$602.55
	Invoice	Date	Description		Amount
	24631474	06/10/2025	Twilight Concert Insurance		\$602.55
10	06/11/2025			WELLS FARGO BANK	\$1,181.84
	Invoice	Date	Description		Amount
	WF061125	06/11/2025	May Client Analysis Charges		\$1,181.84
Type EFT Totals:					\$1,784.39
Checks					
				58	\$651,758.91
EFTs					
				2	\$1,784.39
All					
				60	\$653,543.30
Payroll Totals					
				2	\$1,892.49
				150	\$252,286.65
				152	\$254,179.14
Grand Totals:					
				60	\$653,651.40
				152	\$254,071.04
				212	\$907,722.44

Cash Position – City of Capitola

Item 7 D.

June 27, 2025

City main account checks dated June 27, 2025, numbered 104063 to 104198 totaling \$353,257.65, 5 EFTs totaling \$14,718.63, 6 payroll checks totaling \$9,429.51 and 155 payroll EFTs totaling \$476,059.62 for a grand total of \$853,465.41, have been reviewed and authorized for distribution by the City Manager.

As of June 27, 2025, the unaudited cash balance is \$9,990,311.

CASH BALANCE June 27, 2025

Fund	Description	Ending Balance
1000	General Fund	\$ (3,185,182)
1001	Payroll Payables	233,079
Total General Funds		\$ (2,952,103)
1010	Contingency Reserve	\$ 2,364,346
1015	PERS Contingency Fund	1,531,142
1020	Emergency Reserve	1,631,506
1025	Facilities Reserve Fund	282,714
Total Reserve Funds		\$ 5,809,708
1200	Capital Improvement Fund	\$ (926,207)
2210	ISF - Stores Fund	\$ 50,251
2211	ISF - Information Technology	398,895
2212	ISF - Equipment Replacement	400,405
2213	ISF - Self-Insurance Liability	(77,429)
2214	ISF - Workers Compensation	17,863
2216	ISF - Compensated Absences	65,329
Total Internal Service Funds		\$ 855,315
TOTAL AVAILABLE GENERAL FUNDS		\$ 2,786,713
1300	SLESF - Supl Law Enfc	\$ 199,546
1305	Restricted TOT	52,364
1308	SB1 Road Maint. & Rehab.	783,269
1309	RTC Streets	874,719
1310	Gas Tax	340,780
1311	Wharf	85,782
1313	General Plan Update and Maint	348,396
1314	Green Building Education	276,994
1315	Public Art Fee Fund	120,200
1316	Parking Reserve Fund	737
1317	Technology Fee Fund	106,677
1320	PEG - Public Education and Govt	65,168
1321	BIA - Capitola Village-Wharf BIA	9,859
1350	CDBG Grants	144,481
1351	CDBG Program Income	949
1360	Library Fund	16,916
1370	HOME Reuse	1,005,956
1372	Housing Trust	345,655
1373	Permanent Local Housing Allocatic	467,433
5552	Cap Hsg Succ- Program Income	1,957,719
Total Special Revenue Funds		\$ 7,203,598
TOTAL CITY CASH BALANCE		\$ 9,990,311

(1) June 27th balance does not include \$952,139 held in the OPEB Trust.

Jamie Goldstein
City Manager

9/8/25
Date

Jim Malberg
Administrative Services Director

9/5/25
Date

City Checks Issued June 27, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104064	06/27/2025			A TOOL SHED	\$198.07
	Invoice	Date	Description		Amount
	1749336-5	06/18/2025	Rammer compactor		\$198.07
104065	06/27/2025		06/30/2025	ACE PORTABLE SERVICES	\$562.24
	Invoice	Date	Description		Amount
	I39089	07/25/2025	Cleaning services		\$562.24
104066	06/27/2025			ADAMS ASHBY GROUP INC.	\$5,000.00
	Invoice	Date	Description		Amount
	7173	06/09/2025	General admin of CDBG - Community Center		\$5,000.00
			1350 - CDBG Grants		
104067	06/27/2025			ADRIENNE HARRELL	\$620.77
	Invoice	Date	Description		Amount
	AH061725	06/17/2025	Instructor payment		\$620.77
104068	06/27/2025			AIMEE FITZGERALD	\$409.50
	Invoice	Date	Description		Amount
	AF062425	06/24/2025	Instructor payment		\$409.50
104069	06/27/2025			ALBERTO GONZALEZ	\$526.62
	Invoice	Date	Description		Amount
	AG061025	06/10/2025	Social Media Academy Travel Reimbursement (PC		\$526.62
104070	06/27/2025			AMAZON CAPITAL SERVICES	\$2,498.89
	Invoice	Date	Description		Amount
	1PXR-X1YM-Q73M	06/12/2025	File folders		\$32.65
	1PWK-T6RF-TH49	06/13/2025	Filer		\$200.75
	1PVQ-MH31-VJRK	06/17/2025	Binder clips		\$31.67
	16GY-6H1Y-1LDH	06/17/2025	Bungee cord		\$109.37
	1DG3-4LVD-P94J	06/12/2025	Capitola Camp Supplies		\$133.21
	1M77-73KT-P6M1	06/12/2025	Ball pump		\$10.90
	1T3C-6YLH-GXFT	06/11/2025	Dye bottles		\$27.30
	1TXF-WC17-PR6H	06/12/2025	Carrying case		\$27.30
	1X7P-L1RK-R9DM	06/16/2025	Stickers, rubber bands		\$34.68
	1YK4-6RRP-9D3X	06/23/2025	Razor blades		\$13.06
	11DM-XD7T-JNFF	06/19/2025	Credit Memo for 1JVR-V4MM-MLNJ		(\$140.93)
	11LR-YKQY-NHXP	06/12/2025	Compressed Air Cleaner		\$43.67
	1KJX-W913-F67K	06/11/2025	Wall File Organizer		\$72.09
	16V3-6GHG-QRNT	06/16/2025	Digital Notebooks		\$1,636.54
	1RJY-N941-1T7M	06/21/2025	Capitola Camp Supplies		\$182.89
	17HC-43PW-47G9	06/22/2025	Clay		\$38.25
	1XC7-NDQF-WGMP	06/25/2025	Name plate, name tags		\$45.49
			1000 - General Fund		\$784.21
			1300 - SLESF - Supl Law Enfc		\$1,636.54

City Checks Issued June 27, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
			2210 - ISF - Stores Fund		\$78.14
104071	06/27/2025			AMERICAN RAMP COMPANY	\$6,006.10
	Invoice	Date	Description		Amount
	ARC062325	06/23/2025	McGregor Asphalt Pump Track Project Retention F		\$6,006.10
			1200 - Capital Improvement Fund		
104072	06/27/2025			APPLIED REAL ESTATE INSPECTIONS INC.	\$1,480.00
	Invoice	Date	Description		Amount
	25-249	06/18/2025	Community Center Mold Inspection		\$1,480.00
104073	06/27/2025			APTOS LANDSCAPE SUPPLY INC.	\$449.57
	Invoice	Date	Description		Amount
	658501	06/06/2025	Plaster sand, rake, shovel		\$268.02
	658844	06/10/2025	Beach peb buff		\$181.55
104074	06/27/2025			ARCADIA PUBLISHING	\$326.87
	Invoice	Date	Description		Amount
	25461002	03/24/2025	Museum Books		\$326.87
104075	06/27/2025			AT&T/CALNET 3	\$286.21
	Invoice	Date	Description		Amount
	0023612585	06/13/2025	June telephone service		\$286.21
			1000 - General Fund		\$219.02
			2211 - ISF - Information Technology		\$67.19
104076	06/27/2025			AT&T/CALNET 3	\$1,756.50
	Invoice	Date	Description		Amount
	0023613253	06/13/2025	June T-1 access		\$1,756.50
104077	06/27/2025			AXON ENTERPRISE INC.	\$12.86
	Invoice	Date	Description		Amount
	INUS352346	06/08/2025	North Amer Power Cord		\$12.86
104078	06/27/2025			BEAR ELECTRICAL SOLUTIONS, LLC	\$646.80
	Invoice	Date	Description		Amount
	26681	05/30/2025	May traffic signal maintenance services - routine		\$646.80
			1310 - Gas Tax		
104079	06/27/2025			BELLOWS PLUMBING HEATING & AIR	\$447.00
	Invoice	Date	Description		Amount
	282897	06/18/2025	Wharf Plumbing diagnostic		\$447.00
			1311 - Wharf		
104080	06/27/2025			BEN NOBLE	\$3,300.00
	Invoice	Date	Description		Amount

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
	1522	06/13/2025	Housing Element Implementation services thru 5.3 1313 - General Plan Update and Maint		\$3,300.00
104081	06/27/2025			BOONE LOW RATLIFF ARCHITECTS INC	\$16,334.04
	Invoice	Date	Description		Amount
	4279	06/05/2025	Jade St Community Center renovation design serv		\$13,114.04
	4280	05/28/2025	Community Center Patio Renovation Services		\$1,212.50
	4281	06/06/2025	Jade Street Park Restroom Remodel Services		\$1,732.50
	4282	06/06/2025	Jade Street Park Restroom Remodel Services		\$275.00
			1200 - Capital Improvement Fund		
104082	06/27/2025		06/30/2025	BRANTLY SANDRETTI	\$520.84
	Invoice	Date	Description		Amount
	BS061025	06/10/2025	Social Media Academy Travel Reimbursement (PC		\$520.84
104083	06/27/2025			BRINKS AWARDS & SIGNS	\$616.36
	Invoice	Date	Description		Amount
	90381	05/26/2025	Capitola Jr. Lifeguard Ribbons		\$616.36
104084	06/27/2025			BROPRINTS INC.	\$1,276.70
	Invoice	Date	Description		Amount
	21744	05/21/2025	Capitola Lifeguard shirts		\$1,276.70
104085	06/27/2025			CALIFORNIA COAST UNIFORM COMPANY	\$1,411.18
	Invoice	Date	Description		Amount
	120486	05/06/2025	Captain Bars		\$49.98
	113871	06/05/2025	Captain Bars		\$28.30
	113879	06/05/2025	Tailoring Charges		\$189.00
	113881	06/05/2025	Tailoring Charges		\$30.00
	113880	06/05/2025	Tailoring Charges		\$110.00
	113882	06/05/2025	Tailoring Charges		\$96.00
	113887	06/13/2025	Service Strips and Chevron Patches		\$319.83
	113848	06/13/2025	Uniform Shirts and Pants		\$588.07
104086	06/27/2025			CAPITOLA BEACH FESTIVAL ASSOCIATION	\$100.00
	Invoice	Date	Description		Amount
	CBF061625	06/16/2025	Capitola Museum Deposit		\$100.00
104087	06/27/2025			CATTO'S GRAPHICS INC.	\$1,306.63
	Invoice	Date	Description		Amount
	108228	06/11/2025	PVC signs		\$502.55
	108237	06/12/2025	Makers Market PVC Signs		\$804.08
104088	06/27/2025			CINTAS CORPORATION	\$404.16
	Invoice	Date	Description		Amount
	5277407710	06/24/2025	Corp yard first aid supplies		\$243.03

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
	5277407712	06/24/2025	City Hall first aid supplies		\$161.13
104089	06/27/2025			CLARK SERVICES	\$4,075.00
	Invoice	Date	Description		Amount
	18400	06/23/2025	June Village Sidewalk Cleaning		\$4,075.00
104090	06/27/2025			CLASSIFIED SOUND	\$4,875.00
	Invoice	Date	Description		Amount
	2507CAP	07/02/2025	Twilight Concert Sound Engineer 7.2, 7.9, 7.16, 7.1		\$4,875.00
104091	06/27/2025			CLAUDIO FRANCA	\$117.00
	Invoice	Date	Description		Amount
	CF062425	06/24/2025	Instructor payment		\$117.00
104092	06/27/2025			COMMUNITY BRIDGES	\$7,920.00
	Invoice	Date	Description		Amount
	CB061825	06/18/2025	May Shuttle Services		\$7,920.00
104093	06/27/2025			COMMUNITY PRINTERS	\$935.07
	Invoice	Date	Description		Amount
	41736011	05/12/2025	Wharf banner		\$390.71
	41415011	04/15/2025	Composite signs		\$544.36
			1000 - General Fund		\$544.36
			1311 - Wharf		\$390.71
104094	06/27/2025			COMMUNITY TELEVISION OF SANTA CRUZ COUNTY	\$2,282.00
	Invoice	Date	Description		Amount
	3614	06/23/2025	May Planning Commision and City Council meeting		\$2,282.00
104095	06/27/2025			CORODATA SHREDDING INC.	\$63.56
	Invoice	Date	Description		Amount
	DN1525285	05/31/2025	May records shredding		\$63.56
104096	06/27/2025			COUNTY OF SANTA CRUZ	\$150.00
	Invoice	Date	Description		Amount
	SCC061725	06/17/2025	41st Multimodal Project CEQA Filing Update		\$50.00
	SCCO062325	06/23/2025	2025 Monte Foundation Fireworks Show NOE		\$50.00
	SCCO062525	06/25/2025	NOE - 2025 Pavement Management		\$50.00
			1000 - General Fund		\$50.00
			1200 - Capital Improvement Fund		\$100.00

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104097	06/27/2025			COVELLO AND COVELLO PHOTOGRAPHY	\$5,995.00
	Invoice	Date	Description	Amount	
	1086	06/18/2025	Photography sessions	\$5,995.00	
104098	06/27/2025			CRAIG FEENEY	\$1,395.00
	Invoice	Date	Description	Amount	
	191	05/22/2025	AC maintenance	\$1,395.00	
104099	06/27/2025			CSG Consultants Inc.	\$4,722.50
	Invoice	Date	Description	Amount	
	B250655	06/02/2025	Building Plan Review Services	\$661.50	
	61587	06/13/2025	Certified Building Inspector Services	\$4,061.00	
104100	06/27/2025			CSW-STUBER-STROEH ENGINEERING GROUP INC	\$22,196.35
	Invoice	Date	Description	Amount	
	2505121	05/31/2025	Cliff Drive Resiliency Project Services thru 4.30.25	\$22,196.35	
			1200 - Capital Improvement Fund		
104101	06/27/2025			CUMMING MANAGEMENT GROUP, INC.	\$17,625.00
	Invoice	Date	Description	Amount	
	169912	05/31/2025	Community Center Construction Management Ser	\$17,625.00	
			1200 - Capital Improvement Fund		
104102	06/27/2025			D & G SANITATION	\$1,566.32
	Invoice	Date	Description	Amount	
	313685	05/31/2025	May Skate park hand wash station, portable toilets	\$504.93	
	313687	05/31/2025	Jade st. park hand wash station rental	\$608.48	
	313686	05/31/2025	May Lower parking lot portable toilet rental	\$452.91	
104103	06/27/2025			DELL MARKETING LP	\$1,110.80
	Invoice	Date	Description	Amount	
	10820367384	06/17/2025	Additional Microsoft Licenses	\$1,110.80	
			2211 - ISF - Information Technology		
104104	06/27/2025			DON CARUTH	\$1,250.00
	Invoice	Date	Description	Amount	
	DC072325	07/23/2025	Twilight Concert 7.23.25	\$1,250.00	
104105	06/27/2025			ELEVATOR SERVICE COMPANY INC.	\$2,835.00
	Invoice	Date	Description	Amount	
	51990J8150	06/16/2025	Installation of new ADA buttons, voice, braille	\$2,835.00	

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104106	06/27/2025			EWING IRRIGATION	\$426.40
	Invoice	Date	Description	Amount	
	26421284	06/12/2025	Delta Bolero Sod	\$426.40	
104107	06/27/2025			EXCEEDIO	\$9,787.23
	Invoice	Date	Description	Amount	
	17456	07/01/2025	July IT services	\$9,482.42	
	17433	07/01/2025	Jade Temp Location IT Services	\$304.81	
			2211 - ISF - Information Technology		
104108	06/27/2025			EXTRA LARGE	\$1,250.00
	Invoice	Date	Description	Amount	
	EL700925	07/09/2025	Twilight Concert 7.9.25	\$1,250.00	
104109	06/27/2025			FERGUSON ENTERPRISES LLC #795	\$348.91
	Invoice	Date	Description	Amount	
	6011973	06/06/2025	Flushometer	\$147.81	
	6031047	06/13/2025	Paint	\$201.10	
104110	06/27/2025			FIRST ALARM	\$293.31
	Invoice	Date	Description	Amount	
	893921	06/15/2025	Monitoring Service for 7/1/25 - 9/30/25	\$293.31	
104111	06/27/2025			FLYERS ENERGY LLC	\$3,346.09
	Invoice	Date	Description	Amount	
	25-392464	06/13/2025	223 gallons diesel	\$1,063.18	
	25-392463	06/13/2025	532 gallons gasoline	\$2,210.67	
	CFS-4281275	06/15/2025	Card processing	\$72.24	
104112	06/27/2025			GALLS LLC	\$118.15
	Invoice	Date	Description	Amount	
	031497338	05/31/2025	Peerless Model Chain	\$49.18	
	031510360	06/02/2025	Deftech	\$68.97	
104113	06/27/2025			GRAINGER	\$1,247.73
	Invoice	Date	Description	Amount	
	9524285252	05/30/2025	Floor cleaner	\$77.74	
	9529401995	06/04/2025	Hand dryers for bathrooms	\$1,169.99	
			1000 - General Fund	\$1,169.99	
			1311 - Wharf	\$77.74	

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104114	06/27/2025			GUILLERMO E. VAZQUEZ	\$38.38
	Invoice	Date	Description		Amount
	GV061725	06/17/2025	Search Warrant School Travel Reimbursement (P		\$38.38
104115	06/27/2025			HANYA FOJACO	\$1,206.40
	Invoice	Date	Description		Amount
	HF062425	06/24/2025	Instructor payment		\$1,206.40
104116	06/27/2025			HARBOR FREIGHT	\$142.64
	Invoice	Date	Description		Amount
	59bcc46d	06/16/2025	Air hose, inflators		\$142.64
104117	06/27/2025			HASCO STATIONS, LLC	\$8.50
	Invoice	Date	Description		Amount
	HCL-025336-25	06/15/2025	Carwash Closing Date 6/15/2025		\$8.50
104118	06/27/2025			HD SUPPLY FORMERLY HOME DEPOT PRO	\$2,551.15
	Invoice	Date	Description		Amount
	869775510	06/17/2025	Cleaning supplies		\$2,399.89
	869933572	06/17/2025	Reinforced wiper		\$151.26
104119	06/27/2025			HEALTH EDUCATION SERVICES	\$2,951.21
	Invoice	Date	Description		Amount
	31295	06/10/2025	AED Equipment		\$2,951.21
104120	06/27/2025			HEARTSHARE TRAINING	\$715.00
	Invoice	Date	Description		Amount
	INVHS008266	06/02/2025	CPR Training		\$715.00
			1305 - Restricted TOT		
104121	06/27/2025			HINDERLITER DELLAMAS AND ASSOCIATES	\$1,447.61
	Invoice	Date	Description		Amount
	SIN051471	05/31/2025	May TOT and STR admin fees		\$1,447.61

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104122	06/27/2025			HOME DEPOT CREDIT SERVICES	\$1,054.46
	Invoice	Date	Description		Amount
	4620279	06/06/2025	Painters touch, roller with frame		\$20.17
	1034536	06/09/2025	Screwdrivers, woven roller, paint		\$181.15
	0630970	06/10/2025	Paint		\$145.80
	5620050	06/05/2025	Painters touch		\$7.10
	9638378	06/01/2025	Adhesive		\$65.62
	6640908	06/04/2025	Storage box, tape, markers, utility knife, staples		\$113.06
	8040945	06/02/2025	Paint, roller tray, frame		\$306.50
	8611384	06/12/2025	Shop towel, batteries		\$19.64
	2622579	06/18/2025	Power bolts, valves, tape, clamps, rings, hinges		\$195.42
104123	06/27/2025			HYDROSCIENCE ENGINEERS INC.	\$4,579.50
	Invoice	Date	Description		Amount
	331022001	06/02/2025	#24-0407 2178 41st Ave Stormwater Services		\$2,712.50
	331021005	06/02/2025	#15-029 2091 Wharf Road Stormwater Review		\$1,867.00
104124	06/27/2025		06/30/2025	JACKIE YEUNG	\$1,341.93
	Invoice	Date	Description		Amount
	JY061325	06/13/2025	Supervisor School Travel Reimbursement (POST)		\$1,341.93
104125	06/27/2025			JANET RUSSELL KELLER	\$375.39
	Invoice	Date	Description		Amount
	JRK061725	06/17/2025	Instructor payment		\$375.39
104126	06/27/2025			JIM MALBERG - PETTY CASH CUSTODIAN	\$469.45
	Invoice	Date	Description		Amount
	PC062725	06/27/2025	Petty Cash Expenses April - June		\$469.45
104127	06/27/2025			JOEL NELSON PRODUCTIONS INC	\$2,500.00
	Invoice	Date	Description		Amount
	39211	05/28/2025	Dueling Pianos Performance		\$2,500.00

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104128	06/27/2025			JULIA GAUTHO	\$145.87
	Invoice	Date	Description		Amount
	JG061625	06/16/2025	Candy, Drinks, Snacks Reimbursement		\$145.87
104129	06/27/2025			KATHLEEN BROWN	\$416.00
	Invoice	Date	Description		Amount
	KB061725	06/17/2025	Instructor payment		\$416.00
104130	06/27/2025			KBA Document Solutions LLC	\$853.50
	Invoice	Date	Description		Amount
	55Y1540740	06/23/2025	City Hall copier usage charges		\$853.50
			2211 - ISF - Information Technology		
104131	06/27/2025			KIMLEY HORN AND ASSOCIATES INC	\$8,585.00
	Invoice	Date	Description		Amount
	32149666	05/31/2025	41st Avenue Multimodal Corridor Improvements th		\$8,585.00
			1200 - Capital Improvement Fund		
104132	06/27/2025			KOINONIA CONFERENCE GROUNDS	\$480.00
	Invoice	Date	Description		Amount
	KCG061725	06/17/2025	Camp Capitola Laser Tag		\$480.00
104133	06/27/2025			KRAIG EVANS	\$447.16
	Invoice	Date	Description		Amount
	KE053125	05/31/2025	Sherman Block Supervisory Leadership Travel Re		\$447.16
104134	06/27/2025			LABORMAX STAFFING	\$7,705.07
	Invoice	Date	Description		Amount
	26-450094	06/13/2025	Public works seasonal labor 6/7 - 6/13/25		\$3,882.27
	26-451316	06/20/2025	Public works seasonal labor 6/16 - 6/20/25		\$3,822.80
104135	06/27/2025			LAURA ALIOTO	\$132.25
	Invoice	Date	Description		Amount
	LA062425	06/24/2025	Instructor payment		\$132.25

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104136	06/27/2025			LC ACTION POLICE SUPPLY LTD	\$10,917.96
	Invoice	Date	Description		Amount
	469444	10/03/2024	2023 Dodge Charger Parts		\$10,917.96
			2212 - ISF - Equipment Replacement		
104137	06/27/2025			LEWIS TREE SERVICE INC.	\$1,250.00
	Invoice	Date	Description		Amount
	919531937	05/19/2025	City Hall Parking Lot Tree Pruning		\$1,250.00
104138	06/27/2025			LINDE GAS & EQUIPMENT INC.	\$206.25
	Invoice	Date	Description		Amount
	50474735	06/23/2025	Acetylene rental		\$206.25
104139	06/27/2025			LISA RUPP	\$1,170.00
	Invoice	Date	Description		Amount
	LMR062425	06/24/2025	Instructor payment		\$1,170.00
104140	06/27/2025			LLOYD'S TIRE AND AUTO	\$160.00
	Invoice	Date	Description		Amount
	224611	05/29/2025	Tire service		\$160.00
104141	06/27/2025			LOS GATOS MEATS, INC.	\$2,700.00
	Invoice	Date	Description		Amount
	27074	06/17/2025	Capitola Rec Ice Scream Scoops		\$2,700.00
104142	06/27/2025			MARINE RESCUE PRODUCTS	\$2,800.00
	Invoice	Date	Description		Amount
	174482	05/28/2025	Lifeguard supplies - Rescue Tubes		\$2,800.00
104143	06/27/2025			MASTER CLEANERS	\$1,760.81
	Invoice	Date	Description		Amount
	MC061425	06/14/2025	May 2025 Uniform Cleaning		\$1,760.81

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104144	06/27/2025			MBS BUSINESS SYSTEMS	\$333.67
	Invoice	Date	Description		Amount
	493900	06/18/2025	PD copier usage charges		\$333.67
104145	06/27/2025			McMASTER-CARR SUPPLY COMPANY	\$507.81
	Invoice	Date	Description		Amount
	47647457	06/23/2025	Hydraulic fluid		\$507.81
104146	06/27/2025			MELINDA ORBACH	\$1,688.58
	Invoice	Date	Description		Amount
	MO012425	06/26/2025	Travel, lodging, registration for New Council Acade		\$1,688.58
104147	06/27/2025			MID COUNTY AUTO SUPPLY	\$65.65
	Invoice	Date	Description		Amount
	M-3013108	06/17/2025	Ceramic pads		\$46.05
	M-3013186	06/17/2025	Seal		\$31.64
	M-3013657	06/17/2025	Seal		\$19.60
	M-3013862	06/17/2025	Seal credit return		(\$31.64)
104148	06/27/2025			MISSION LINEN SUPPLY	\$384.61
	Invoice	Date	Description		Amount
	524047985	06/18/2025	Fleet towels, uniform cleaning		\$55.72
	524047986	06/18/2025	Corp. Yard linen service		\$94.31
	524079249	06/23/2025	Community Center mop and mat service		\$77.98
	524105877	06/25/2025	Fleet towels, uniform cleaning		\$55.72
	524105878	06/25/2025	Corp. Yard linen service		\$100.88
104149	06/27/2025			MISSION PRINTERS	\$73.42
	Invoice	Date	Description		Amount
	67334	06/20/2025	Business Cards		\$73.42

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104150	06/27/2025			MOFFATT AND NICHOL	\$2,041.75
	Invoice	Date	Description		Amount
	00799628	06/04/2025	Wharf design services through 5.31.25		\$2,041.75
			1200 - Capital Improvement Fund		
104151	06/27/2025			NATHANAEL LIEBY	\$800.00
	Invoice	Date	Description		Amount
	NL072525	07/25/2025	Food Truck Friday Performance 7.25.25		\$800.00
104152	06/27/2025			NORTH BAY FORD	\$89.03
	Invoice	Date	Description		Amount
	295879	06/04/2025	Transmission fluid		\$89.03
104153	06/27/2025			O'REILLY AUTO PARTS	\$61.29
	Invoice	Date	Description		Amount
	2763-128533	06/19/2025	Knock sensor		\$40.55
	2763-127708	06/16/2025	Grease, lube		\$20.74
104154	06/27/2025			OLIVE SPRINGS QUARRY INC.	\$171.43
	Invoice	Date	Description		Amount
	157139	06/23/2025	3/4 C/2 Base		\$171.43
104155	06/27/2025			OPPOSITE OF EAST	\$3,000.00
	Invoice	Date	Description		Amount
	000363-015	06/10/2025	BIA Communications Manager Services		\$3,000.00
			1321 - BIA - Capitola Village-Wharf BIA		
104156	06/27/2025			OUTDOOR SUPPLY HARDWARE	\$641.14
	Invoice	Date	Description		Amount
	472	06/04/2025	Stencils, roller frames, metal tray		\$89.04
	467	06/03/2025	Wheel grinder, spray paint		\$20.51
	477	06/09/2025	Bolts		\$52.40
	474	06/06/2025	Rope, tarp		\$203.15
	462	05/29/2025	Filter, repair set, tape		\$247.95
	494	06/17/2025	Bulk Fasteners. hooks		\$28.09

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104157	06/27/2025			PACIFIC GAS & ELECTRIC	\$18,743.07
	Invoice	Date	Description		Amount
	PGE061125-acct5	06/11/2025	June Pacific Cove parking lot utilities		\$2,820.29
	PGE061125-acct9	06/11/2025	June Monthly utilities		\$15,922.78
			1000 - General Fund		\$9,462.98
			1300 - SLESF - Supl Law Enfc		\$101.87
			1310 - Gas Tax		\$8,160.24
			1311 - Wharf		\$1,017.98
104158	06/27/2025			PETERSON CATERPILLAR	\$63.47
	Invoice	Date	Description		Amount
	PC001899444	06/17/2025	Sensor		\$63.47
104159	06/27/2025			PHOENIX GROUP INFORMATION SYSTEMS	\$4,138.14
	Invoice	Date	Description		Amount
	052025070	06/17/2025	May 2025 Citation Processing		\$4,138.14
104160	06/27/2025			PITNEY BOWES	\$2,367.07
	Invoice	Date	Description		Amount
	PB061925	06/19/2025	City Hall postage machine refill		\$2,367.07
			2210 - ISF - Stores Fund		
104161	06/27/2025			RENEE DEMAR	\$158.79
	Invoice	Date	Description		Amount
	RD012825	01/28/2025	Personnel Travel Reimbursement		\$158.79
104162	06/27/2025			ROBERT M PATTERSON	\$100.00
	Invoice	Date	Description		Amount
	RP050625	05/06/2025	Administrative Reviews Billing Statement 5/6/2025		\$100.00
104163	06/27/2025			RRM DESIGN GROUP	\$3,487.50
	Invoice	Date	Description		Amount
	1783-09-PP25-1	05/31/2025	#24-0138 506 Pine St. Peer Review		\$3,487.50

City Checks Issued June 27, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104164	06/27/2025			RSG, INC.	\$7,437.50
	Invoice	Date	Description	Amount	
	13617	05/31/2025	LAFCO annexation study	\$7,437.50	
104165	06/27/2025			SANTA CRUZ BACKFLOW TESTING & REPAIR	\$2,486.00
	Invoice	Date	Description	Amount	
	41925D	04/23/2025	Lawn Way Installation	\$2,486.00	
104166	06/27/2025			SANTA CRUZ COUNTY INFORMATION SERVICES	\$891.74
	Invoice	Date	Description	Amount	
	Radio Shop 6/25	06/17/2025	April - June 2025 Radio Shop Charges	\$891.74	
104167	06/27/2025			SANTA CRUZ JUNK REMOVAL	\$1,925.00
	Invoice	Date	Description	Amount	
	3094	06/17/2025	Trash Removal Campsite Cleanout	\$1,925.00	
104168	06/27/2025			SANTA CRUZ MUNICIPAL UTILITIES	\$632.72
	Invoice	Date	Description	Amount	
	SCMU060925	06/09/2025	May water service for medians	\$632.72	
104169	06/27/2025			SCOTTS VALLEY FIRE PROTECTION DISTRICT	\$10,664.00
	Invoice	Date	Description	Amount	
	2425-1	01/17/2025	FY/24/25 Hazmat Interagency Team Contribution	\$10,664.00	
104170	06/27/2025			SHANTA SHENOY	\$1,007.50
	Invoice	Date	Description	Amount	
	SS061725	06/17/2025	Instructor payment	\$1,007.50	

City Checks Issued June 27, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104171	06/27/2025			SOQUEL CREEK WATER DISTRICT	\$19,765.74
	Invoice	Date	Description		Amount
	06-14476-0060925	06/09/2025	06-14476-00 430 Kennedy Drive water service		\$172.00
	08-15299-0060925	06/09/2025	08-15299-00 Monterey Ave. water		\$250.92
	08-15562-0060925	06/09/2025	08-15562-00 Cliff and Fairview water service		\$90.10
	09-15964-0060925	06/09/2025	09-15964-00 Monterey Ave. Esplanade water		\$2,964.54
	42-14952-0060225	06/02/2025	42-14952 Cortez Park irrigation		\$660.58
	42-15297-0060225	06/02/2025	42-15297-00 426 Capitola Ave irrigation		\$320.83
	42-16969-0060225	06/02/2025	42-15969-00 Lawn Way irrigation		\$820.05
	42-16122-0060225	06/02/2025	42-16122-00 Esplanade fountain irrigation		\$143.43
	42-10504-0060225	06/02/2025	42-10504-00 Cliff Drive irrigation		\$140.41
	42-11090-0060225	06/02/2025	42-11090-01 Capitola Road irrigation		\$320.83
	42-11467-0060225	06/02/2025	42-11467-00 Jade Street park irrigation		\$7,276.60
	42-11517-0060225	06/02/2025	42-11517-00 41st Avenue irrigation		\$320.83
	42-14404-0060225	06/02/2025	42-14404-00 Monterey Ave. Nobel Gulch Park irrig		\$532.54
	42-16130-0060225	06/02/2025	42-16130-00 Wharf Road irrigation		\$140.41
	42-16136-0060225	06/02/2025	42-16136-00 1400 Wharf Road irrigation		\$699.75
	42-16407-0060225	06/02/2025	42-16407-00 Bay Ave. irrigation		\$140.41
	34-18508-0060225	06/02/2025	34-18508-00 1510 McGregor Drive water service		\$70.24
	42-14431-0060225	06/02/2025	42-14431-00 Monterey Ave irrigation		\$4,420.45
	42-17688-0060225	06/02/2025	42-17688-00 Lawn Way irrigation 2		\$140.41
	42-18238-0060225	06/02/2025	42-18238-00 Capitola Road irrigation		\$140.41
		1000 - General Fund		\$19,065.99	
		1311 - Wharf		\$699.75	
104172	06/27/2025			STAPLES ADVANTAGE	\$140.59
	Invoice	Date	Description		Amount
	6034575720	06/14/2025	Copier Paper and Utensils		\$140.59
104173	06/27/2025			SWA GROUP INC	\$16,146.42
	Invoice	Date	Description		Amount
	205062	06/16/2025	41st Avenue Corridor Study Services through 5.31		\$16,146.42
		1313 - General Plan Update and Maint			

City Checks Issued June 27, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104174	06/27/2025			T MOBILE	\$369.60
	Invoice	Date	Description	Amount	
	TM062025	06/20/2025	June cell phone usage - acct # 989440968	\$369.60	
104175	06/27/2025			TRANSPORTATION ALLIANCE BANK INC.	\$3,084.11
	Invoice	Date	Description	Amount	
	690060	06/20/2025	GB set (4), filaments	\$3,084.11	
		1310 - Gas Tax			
104176	06/27/2025			TYLER TECHNOLOGIES	\$36,063.17
	Invoice	Date	Description	Amount	
	045-523480	07/01/2025	Annual ERP application services	\$36,063.17	
		2211 - ISF - Information Technology			
104177	06/27/2025			UPS	\$44.86
	Invoice	Date	Description	Amount	
	0000954791245	06/14/2025	Shipping Costs	\$25.00	
	0000954791255	06/21/2025	Shipping Costs	\$19.86	
104178	06/27/2025			VEDA OZELLE	\$1,250.00
	Invoice	Date	Description	Amount	
	VO071625	07/16/2025	Twilight Concert 7.16.25	\$1,250.00	
104179	06/27/2025			VERIZON WIRELESS	\$2,731.91
	Invoice	Date	Description	Amount	
	6115692997	06/10/2025	June telephone charges	\$2,731.91	
104180	06/27/2025			WATSONVILLE BLUEPRINT	\$150.46
	Invoice	Date	Description	Amount	
	120969	06/24/2025	41st Multimodal Blueprints	\$150.46	
		1200 - Capital Improvement Fund			

City Checks Issued June 27, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104181	06/27/2025			WE ALL RIDE SANTA CRUZ	\$190.25
	Invoice	Date	Description		Amount
	4187217	06/05/2025	Tires		\$190.25
104182	06/27/2025			WESTERN EXTERMINATOR COMPANY	\$98.11
	Invoice	Date	Description		Amount
	78658301	06/16/2025	City Hall rodent control		\$98.11
104183	06/27/2025			WILLIAM H WEIR	\$1,250.00
	Invoice	Date	Description		Amount
	VV073025	07/30/2025	Twilight Concert 7.30.25		\$1,250.00
104184	06/27/2025			Becker, Georgianne	\$33.00
	Invoice	Date	Description		Amount
	GB061725	06/17/2025	Citation # 900131396		\$33.00
104185	06/27/2025			BRYAN GOMEZ	\$111.00
	Invoice	Date	Description		Amount
	BG061625	06/16/2025	Refund from Capitola Recreation		\$111.00
104186	06/27/2025			Calletor, Marie	\$84.00
	Invoice	Date	Description		Amount
	MC061925	06/19/2025	Citation #'s 501128198 & 503125291		\$84.00
104187	06/27/2025			ELIZA HOLTZMAN	\$170.00
	Invoice	Date	Description		Amount
	EH061625	06/16/2025	Camp Capitola Refund		\$170.00
104188	06/27/2025			HAL DeALVAREZ	\$645.00
	Invoice	Date	Description		Amount
	HD061625	06/16/2025	Capitola Rec Softball League Refund		\$645.00

City Checks Issued June 27, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104189	06/27/2025			Inkeles, Tracy	\$36.00
	Invoice	Date	Description		Amount
	TI061725	06/17/2025	Citation # 504123564		\$36.00
104190	06/27/2025			Jacobson, Kathryn	\$36.00
	Invoice	Date	Description		Amount
	KJ061925	06/19/2025	Citation # 501128337		\$36.00
104191	06/27/2025			KATY MANNING	\$210.00
	Invoice	Date	Description		Amount
	KM061625	06/16/2025	Camp Capitola Refund		\$210.00
104192	06/27/2025			KRIS STEVENSON	\$942.66
	Invoice	Date	Description		Amount
	KS061625	06/16/2025	Camp Capitola Refund		\$942.66
104193	06/27/2025			LEONARD TREJO	\$1,000.00
	Invoice	Date	Description		Amount
	LT061725	06/17/2025	#20-0029 & #20-0485 Tree Deposit Refund		\$1,000.00
104194	06/27/2025			LILY ANA STURGIS	\$361.00
	Invoice	Date	Description		Amount
	LAS062025	06/20/2025	Jr. Guards Refund		\$361.00
104195	06/27/2025			SHELLI STRAHLE	\$645.00
	Invoice	Date	Description		Amount
	SS061625	06/16/2025	Capitola Rec Softball League Refund		\$645.00
104196	06/27/2025			TRADEWINDS CHURCH	\$1,500.00
	Invoice	Date	Description		Amount
	TC061625	06/16/2025	Bandstand Deposit Refund		\$1,500.00

City Checks Issued June 27, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104197	06/27/2025			TRANSPARTS WAREHOUSE INC.	\$197.07
	Invoice	Date	Description		Amount
	425565	06/11/2025	Rebuild Kit		\$197.07
104198	06/27/2025			WILL O'SULLIVAN	\$500.00
	Invoice	Date	Description		Amount
	WS061025	06/10/2025	Tree Deposit Refund #24-0077		\$500.00
Type Check Totals:					\$353,257.65
<u>EFT</u>					
11	06/25/2025			SANTA CRUZ COUNTY BANK	\$10,976.07
	Invoice	Date	Description		Amount
	SCCB053025	05/30/2025	May Credit Card Charges		\$10,976.07
			1000 - General Fund	\$9,902.17	
			1300 - SLESF - Supl Law Enfc	\$925.93	
			2210 - ISF - Stores Fund	\$147.97	
12	06/16/2025			HUB INTERNATIONAL	\$253.80
	Invoice	Date	Description		Amount
	24791326	06/16/2025	Food Truck Friday Insurance		\$253.80
13	06/16/2025			HUB INTERNATIONAL	\$231.10
	Invoice	Date	Description		Amount
	24791298	06/16/2025	Capitola Makers Market Insurance		\$231.10
14	06/16/2025			HUB INTERNATIONAL	\$231.10
	Invoice	Date	Description		Amount
	24791248	06/16/2025	Capitola Dueling Pianos Insurance		\$231.10
15	06/24/2025			HUB INTERNATIONAL	\$3,026.56
	Invoice	Date	Description		Amount
	24928465	06/23/2025	Capitola Battle of the Beaches Insurance		\$3,026.56
Type EFT Totals:					\$14,718.63

City Checks Issued June 27, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
SCCB - SCCB Payroll					
<u>Check</u>					
7149	06/27/2025			CAPITOLA PEACE OFFICERS ASSOCIATION	\$853.00
	Invoice	Date	Description		Amount
	POA061325	06/13/2025	POA & Gym Dues PPE 06/07/25		\$853.00
			1001 - Payroll Payables		
7150	06/27/2025			EQUITABLE	\$3,105.26
	Invoice	Date	Description		Amount
	1723540	06/13/2025	AD/D BASIC - Accidental Death & Dismembermen		\$3,105.26
			1001 - Payroll Payables		
7151	06/27/2025			FRANCHISE TAX BOARD	\$640.86
	Invoice	Date	Description		Amount
	EWO060725SS	06/13/2025	Garnishment PPE 6/7/25		\$640.86
7152	06/27/2025			UPEC LIUNA LOCAL 792	\$978.50
	Invoice	Date	Description		Amount
	UPEC063025	06/13/2025	UPEC dues June		\$978.50
			1001 - Payroll Payables		
7153	06/27/2025			US BANK PARS Acct 6746022400	\$3,736.45
	Invoice	Date	Description		Amount
	PARS061325	06/13/2025	PARS contributions 6/7/25		\$3,736.45
			1001 - Payroll Payables		
Type Check Totals:					\$9,314.07
<u>EFT</u>					
1171	06/16/2025			CalPERS Member Services Division	\$65,854.67
	Invoice	Date	Description		Amount
	1002930337-40	06/13/2025	PERS contributions PPE 6/7/25		\$65,854.67
			1000 - General Fund	\$0.03	
			1001 - Payroll Payables	\$65,854.64	

City Checks Issued June 27, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
1172	06/16/2025			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$9,040.44
	Invoice	Date	Description	Amount	
	1-682-764-688	06/13/2025	State Taxes PPE 06/07/25, Final Pay State Taxes	\$9,040.44	
			1001 - Payroll Payables		
1173	06/16/2025			INTERNAL REVENUE SERVICE	\$39,942.02
	Invoice	Date	Description	Amount	
	30550180	06/13/2025	Federal taxes & Medicare PPE 06/07/2025, + emp	\$39,942.02	
			1001 - Payroll Payables		
1174	06/16/2025			STATE DISBURSEMENT UNIT	\$1,197.67
	Invoice	Date	Description	Amount	
	52748696	06/13/2025	Employee garnishments PPE 06/07/25	\$1,197.67	
			1001 - Payroll Payables		
1175	06/16/2025			VOYA FINANCIAL	\$10,869.67
	Invoice	Date	Description	Amount	
	VOYA061325	06/13/2025	Employee 457 Contribution PPE 06/13/25	\$10,869.67	
			1001 - Payroll Payables		
1176	06/25/2025			CalPERS Fiscal Services Division	\$67,050.00
	Invoice	Date	Description	Amount	
	1002935763	06/24/2025	FY24/25 OPEB trust contribution	\$67,050.00	
1177	06/25/2025			WEX HEALTH INC.	\$135.00
	Invoice	Date	Description	Amount	
	0002165819-IN	05/31/2025	May COBRA and FSA admin.	\$135.00	
Type EFT Totals:					\$194,089.47
Checks					135
					\$353,257.65
EFTs					5
					\$14,718.63
All					140
					\$367,976.28
Payroll Totals					
Checks					6
					\$9,429.51
EFTs					155
					\$476,059.62
All					161
					\$485,489.13
Grand Totals:					
Checks					141
					\$362,687.16
EFTs					160
					\$490,778.25
All					301
					\$853,465.41

Cash Position – City of Capitola

July 4, 2025

City main account checks dated July 4, 2025, numbered 104199 to 104272 totaling \$1,117,412.04, 1 EFTs totaling \$419.20, 6 payroll checks totaling \$15,356.60 and 6 payroll EFTs totaling \$218,301.53 for a grand total of \$1,351,489.37, have been reviewed and authorized for distribution by the City Manager.

As of July 4, 2025, the unaudited cash balance is \$9,142,832.

CASH BALANCE July 4, 2025			
Fund	Description	Ending Balance	
1000	General Fund	\$	(3,369,910)
1001	Payroll Payables		779
Total General Funds		\$	(3,369,131)
1010	Contingency Reserve	\$	2,364,346
1015	PERS Contingency Fund		1,662,822
1020	Emergency Reserve		1,631,506
1025	Facilities Reserve Fund		282,714
Total Reserve Funds		\$	5,941,387
1200	Capital Improvement Fund	\$	(1,232,654)
2210	ISF - Stores Fund	\$	56,035
2211	ISF - Information Technology		462,874
2212	ISF - Equipment Replacement		360,368
2213	ISF - Self-Insurance Liability		(298,357)
2214	ISF - Workers Compensation		18,749
2216	ISF - Compensated Absences		(112,724)
Total Internal Service Funds		\$	486,944
TOTAL AVAILABLE GENERAL FUNDS		\$	1,826,546
1300	SLESF - Supl Law Enfc	\$	199,546
1305	Restricted TOT		80,695
1308	SB1 Road Maint. & Rehab.		783,269
1309	RTC Streets		903,760
1310	Gas Tax		340,780
1311	Wharf		84,796
1313	General Plan Update and Maint		349,319
1314	Green Building Education		276,994
1315	Public Art Fee Fund		120,200
1316	Parking Reserve Fund		737
1317	Technology Fee Fund		106,917
1320	PEG - Public Education and Govt		65,168
1321	BIA - Capitola Village-Wharf BIA		13,646
1350	CDBG Grants		144,481
1351	CDBG Program Income		949
1360	Library Fund		16,916
1370	HOME Reuse		1,005,956
1372	Housing Trust		345,655
1373	Permanent Local Housing Allocatic		467,433
5552	Cap Hsg Succ- Program Income		2,009,070
Total Special Revenue Funds		\$	7,316,286
TOTAL CITY CASH BALANCE		\$	9,142,832

(1) July 4th balance does not include \$952,139 held in the OPEB Trust.

Jamie Goldstein
City Manager

Date _____

Jim Malberg
Administrative Services Director

Date _____

City Checks Issued July 4, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108381	07/03/2025			WAVERLY LIU	\$140.00
	Invoice	Date	Description		Amount
	WL110524	11/05/2024	Plein Air Artist Sales		\$140.00
Type Check Totals:					\$140.00
SCCB - SCCB Main					
<u>Check</u>					
104199	07/04/2025			ALLIANT INSURANCE SERVICES INC. NPB MAIN	\$8,842.00
	Invoice	Date	Description		Amount
	3134004	06/23/2025	FY25/26 Vehicle Insurance		\$8,842.00
			2213 - ISF - Self-Insurance Liability		
104200	07/04/2025			AMAZON CAPITAL SERVICES	\$628.21
	Invoice	Date	Description		Amount
	1GK6-WJGY-1FXD	06/29/2025	Poison ivy wipes		\$37.84
	1KRK-19NW-XT67	06/29/2025	Rust converter		\$98.31
	16GF-F46Q-YN4F	06/29/2025	Name tags		\$14.73
	1N4K-6DG6-Q76H	06/28/2025	Water pump		\$61.07
	1KN6-4KHT-QMHX	06/28/2025	Log book, planner		\$38.83
	17JX-DJ1J-VM9T	07/01/2025	Coffee		\$15.12
	193C-XMHY-WPYT	07/01/2025	Wood preservative		\$55.18
	1MYL-L1GW-QCJ6	06/25/2025	Curb sign displays		\$286.38
	1L61-VVHN-WK1W	06/25/2025	iPhone Case		\$20.75
			1000 - General Fund		\$573.03
			1311 - Wharf		\$55.18
104201	07/04/2025			AXCIENT	\$145.00
	Invoice	Date	Description		Amount
	FY25INEFI207265	06/30/2025	June AppAssure storage		\$145.00
			2211 - ISF - Information Technology		
104202	07/04/2025			B & B SMALL ENGINE REPAIR	\$10.21
	Invoice	Date	Description		Amount
	63825	07/02/2025	Screw Plug		\$10.21
104203	07/04/2025			BECKY ADAMS	\$455.00
	Invoice	Date	Description		Amount
	BA070125	06/30/2025	Instructor payment		\$455.00
104204	07/04/2025			CAPITOLA POLICE DEPARTMENT	\$395.00
	Invoice	Date	Description		Amount
	2025-00000027	06/30/2025	Special Event Permit Application Fee		\$395.00
			1321 - BIA - Capitola Village-Wharf BIA		

City Checks Issued July 4, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104205	07/04/2025			CHAVAN & ASSOCIATES, LLP	\$22,500.00
	Invoice	Date	Description		Amount
	C&A-18736	06/25/2025	FY25/26 Audit Services		\$22,500.00
104206	07/04/2025			CINTAS CORPORATION	\$309.96
	Invoice	Date	Description		Amount
	5277407711	06/24/2025	First Aid Replenishment		\$309.96
104207	07/04/2025			CRYSTAL SPRINGS WATER CO.	\$433.00
	Invoice	Date	Description		Amount
	CSW063025	06/30/2025	June drinking water		\$433.00
104208	07/04/2025			DAVID SCOTT COBABE	\$1,144.00
	Invoice	Date	Description		Amount
	DC070125	07/01/2025	Instructor payment		\$1,144.00
104209	07/04/2025			Division of the State Architect	\$57.20
	Invoice	Date	Description		Amount
	DSA063025	06/30/2025	April - June disability education & access fees		\$57.20
104210	07/04/2025			EXCEEDIO	\$130.00
	Invoice	Date	Description		Amount
	17558	06/30/2025	Printer setup		\$130.00
			2210 - ISF - Stores Fund		
104211	07/04/2025			EXECUTIVE FACILITIES SERVICES, INC.	\$5,309.69
	Invoice	Date	Description		Amount
	34756	06/30/2025	June Janitorial Services		\$5,309.69
			1000 - General Fund		\$4,378.70
			1311 - Wharf		\$930.99
104212	07/04/2025			FLYERS ENERGY LLC	\$3,444.41
	Invoice	Date	Description		Amount
	25-403238	06/26/2025	636 gallons gasoline		\$2,744.45
	25-403239	06/26/2025	145 gallons diesel		\$699.96
104213	07/04/2025			GEORGE McMENAMIN	\$84.69
	Invoice	Date	Description		Amount
	GM063025	06/30/2025	Riparian restoration services FY2024-2025		\$84.69
104214	07/04/2025			GINA ENRIQUEZ	\$6,534.50
	Invoice	Date	Description		Amount
	GE070125	07/01/2025	Instructor payment		\$6,534.50

City Checks Issued July 4, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104215	07/04/2025			HEIDI MICHELLE WOODMANSEE	\$1,430.00
	Invoice	Date	Description		Amount
	HW070125	07/01/2025	Instructor payment		\$1,430.00
104216	07/04/2025			HOME DEPOT CREDIT SERVICES	\$317.66
	Invoice	Date	Description		Amount
	1434592	06/19/2025	Chop of saw, saw blade		\$317.66
104217	07/04/2025			JOHNSON ROBERTS & ASSOCIATES INC.	\$19.50
	Invoice	Date	Description		Amount
	156407	06/24/2025	Police Officer Candidate PHQ Reports		\$19.50
104218	07/04/2025			LABORMAX STAFFING	\$4,179.60
	Invoice	Date	Description		Amount
	26-452497	06/27/2025	Public works seasonal labor 6/21 - 6/27/25		\$4,179.60
104219	07/04/2025			LAURA ALIOTO	\$1,365.00
	Invoice	Date	Description		Amount
	LA070125	07/01/2025	Instructor payment		\$1,365.00
104220	07/04/2025			LEO MORENO	\$232.60
	Invoice	Date	Description		Amount
	LM073125	07/31/2025	Management Course Travel Reimbursement (POST)		\$232.60
104221	07/04/2025			LISA RUPP	\$702.00
	Invoice	Date	Description		Amount
	LMR063025	06/30/2025	Instructor payment		\$702.00
104222	07/04/2025			MBASIA	\$502,095.11
	Invoice	Date	Description		Amount
	250701-1	07/01/2025	FY25/26 Insurance Premiums		\$502,095.11
			2213 - ISF - Self-Insurance Liability		\$402,095.11
			2214 - ISF - Workers Compensation		\$100,000.00
104223	07/04/2025			MBS BUSINESS SYSTEMS	\$566.00
	Invoice	Date	Description		Amount
	494459	06/25/2025	PD copier usage charges		\$566.00
104224	07/04/2025			MCGUIRE METAL, INC.	\$600.00
	Invoice	Date	Description		Amount
	MM062325	06/23/2025	Guard Rail work		\$600.00

City Checks Issued July 4, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104225	07/04/2025			MISSION LINEN SUPPLY	\$150.03
	Invoice	Date	Description		Amount
	524141826	07/02/2025	Fleet towels, uniform cleaning		\$55.72
	524141827	07/02/2025	Corp. Yard linen service		\$94.31
104226	07/04/2025			MOTHERS AGAINST DRUNK DRIVING	\$144.00
	Invoice	Date	Description		Amount
	07218	06/06/2025	Bay Area LER Conference		\$144.00
104227	07/04/2025			NICK ADAMS	\$1,250.00
	Invoice	Date	Description		Amount
	NA070225	07/02/2025	Twilight Concert 7.2.25		\$1,250.00
104228	07/04/2025			NORTH BAY FORD	\$4,084.57
	Invoice	Date	Description		Amount
	295952	06/11/2025	Converter assembly, core		\$3,995.54
	296070	06/26/2025	Fluid transmission		\$89.03
104229	07/04/2025			O'REILLY AUTO PARTS	\$117.18
	Invoice	Date	Description		Amount
	2763-130402	06/26/2025	Trans mount, rust penetrator		\$19.48
	2763-130116	06/25/2025	Oil filter, wiper blades		\$97.70
104230	07/04/2025			OCEAN HONDA	\$228.72
	Invoice	Date	Description		Amount
	695120	05/23/2025	Lamp unit		\$228.72
104231	07/04/2025			OLIVE SPRINGS QUARRY INC.	\$1,641.37
	Invoice	Date	Description		Amount
	157260	06/30/2025	RS1 oil, 1/2 MM HMA		\$1,641.37
104232	07/04/2025			OUTDOOR SUPPLY HARDWARE	\$762.43
	Invoice	Date	Description		Amount
	496	06/18/2025	Bulk Fasteners		\$95.72
	503	06/26/2025	Spray paint, paint pail, brush		\$136.49
	507	06/29/2025	Roller tray, paint roller		\$43.57
	488	06/16/2025	Gloves, broom		\$68.52
	483	06/13/2025	Mini brush, bar cleaner, vinegar, cleaner		\$68.55
	482	06/13/2025	Sealant, disinfectant wipes		\$105.58
	466	05/30/2025	Hammer drill bits		\$54.61
	436	05/07/2025	Key blank, handle, key tags, spray paint		\$114.06
	487	06/16/2025	Faucet protector, boiler drain, pro hose		\$75.33

City Checks Issued July 4, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104233	07/04/2025			PACIFIC VETERINARY SPECIALISTS INC	\$500.00
	Invoice	Date	Description		Amount
	1057562	06/19/2025	K-9 Emergency Exam		\$500.00
104234	07/04/2025			PALACE BUSINESS SOLUTIONS	\$176.49
	Invoice	Date	Description		Amount
	2427512-0	06/04/2025	Printing Paper		\$176.49
104235	07/04/2025			SAN LORENZO LUMBER	\$208.87
	Invoice	Date	Description		Amount
	55-0969775	06/25/2025	Chalk, lumber, stakes, ratchet tie down		\$208.87
104236	07/04/2025			SANTA CRUZ AUTO PARTS INC.	\$61.39
	Invoice	Date	Description		Amount
	523253	06/26/2025	Sand paper, gloves		\$61.39
104237	07/04/2025			SANTA CRUZ LIVE SCAN INC.	\$120.00
	Invoice	Date	Description		Amount
	25617	07/01/2025	New hire live scans		\$120.00
104238	07/04/2025			SOQUEL CREEK WATER DISTRICT	\$770.66
	Invoice	Date	Description		Amount
	10-16317-0062325	06/23/2025	10-16317-00 420 Capitola Ave. water		\$444.47
	10-16315-0062325	06/23/2025	10-16315-00 504 Beulah Dr. water		\$116.13
	10-16316-0062325	06/23/2025	10-16316-00 426 Capitola Ave. water		\$210.06
104239	07/04/2025			SPECTRUM BUSINESS	\$3,785.51
	Invoice	Date	Description		Amount
	170005701062125	06/21/2025	July internet service		\$3,785.51
			1000 - General Fund		\$1,578.07
			2211 - ISF - Information Technology		\$2,207.44
104240	07/04/2025			SSB CONSTRUCTION	\$389,446.69
	Invoice	Date	Description		Amount
	SSB#3	06/30/2025	Community Center Renovation Project thru 6.30.25		\$389,446.69
			1200 - Capital Improvement Fund		
104241	07/04/2025			TAVIOS GENERAL CONTRUCTION	\$4,600.00
	Invoice	Date	Description		Amount
	1485	06/09/2025	Drywall Work for Remodel		\$4,600.00

City Checks Issued July 4, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104242	07/04/2025			TPX COMMUNICATIONS	\$1,486.53
	Invoice	Date	Description		Amount
	186062974-0	06/23/2025	June phone service		\$1,486.53
			1000 - General Fund		\$817.96
			2211 - ISF - Information Technology		\$668.57
104243	07/04/2025			US BANK	\$80,299.88
	Invoice	Date	Description		Amount
	15-103-825	07/02/2025	Pac Cove facility lease A/C#253252000 P&I/20787750		\$80,299.88
			1421 - Pac Cove Park		
104244	07/04/2025			US BANK EQUIPMENT FINANCE	\$836.77
	Invoice	Date	Description		Amount
	558558516	06/24/2025	City Hall Copier Lease		\$365.60
	556681666-2	05/29/2025	City Hall Copier Lease		\$471.17
			2210 - ISF - Stores Fund		
104245	07/04/2025			WANDERLUST CONTENT STUDIO, LLC	\$2,520.00
	Invoice	Date	Description		Amount
	1143	10/15/2024	Santa Cruz Visitor Magazine custom content		\$2,520.00
			1321 - BIA - Capitola Village-Wharf BIA		
104246	07/04/2025			WATSONVILLE FORD	\$56,287.67
	Invoice	Date	Description		Amount
	FT25102	07/01/2025	2025 Ford F250 Truck		\$56,287.67
			2212 - ISF - Equipment Replacement		
104247	07/04/2025			Bell, Jennapher	\$62.00
	Invoice	Date	Description		Amount
	JB062525	06/25/2025	Citation # 544126477		\$62.00
104248	07/04/2025			Bertolli, Billie Jean	\$72.00
	Invoice	Date	Description		Amount
	BB062525	06/25/2025	Citation # 544127123		\$72.00
104249	07/04/2025			Blankenship, Randall	\$360.00
	Invoice	Date	Description		Amount
	RB062525	06/25/2025	Citation #'s 501125072 & 259, 544126704, 711 & 756		\$360.00

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104250	07/04/2025			Borelli, Michael	\$86.00
	Invoice	Date	Description		Amount
	MB062525	06/25/2025	Citation # 400125080		\$86.00
104251	07/04/2025			BRITTANY PETERSEN	\$286.00
	Invoice	Date	Description		Amount
	BP063025	06/30/2025	Refund from Capitola Recreation		\$286.00
104252	07/04/2025			Chan, Anna	\$25.00
	Invoice	Date	Description		Amount
	AC062525	06/25/2025	Citation # 501125726		\$25.00
104253	07/04/2025			CORY ATKINS	\$210.00
	Invoice	Date	Description		Amount
	CA063025	06/30/2025	Camp Capitola Refund		\$210.00
104254	07/04/2025			Gallaga, Juan	\$62.00
	Invoice	Date	Description		Amount
	JG062525	06/25/2025	Citation # 544126479		\$62.00
104255	07/04/2025			Hernandez, Manuel	\$70.00
	Invoice	Date	Description		Amount
	MH062525	06/25/2025	Citation # 503123491		\$70.00
104256	07/04/2025			JENNIFER MOWRY	\$122.89
	Invoice	Date	Description		Amount
	JM063025	06/30/2025	Refund from Capitola Recreation		\$122.89
104257	07/04/2025			Kaizhon, Duan	\$31.00
	Invoice	Date	Description		Amount
	DK062525	06/25/2025	Citation # 504123567		\$31.00
104258	07/04/2025			KATIE HARKER	\$111.00
	Invoice	Date	Description		Amount
	KH063025	06/30/2025	Refund from Capitola Recreation		\$111.00
104259	07/04/2025			Lynn, Patrick	\$11.00
	Invoice	Date	Description		Amount
	PL062525	06/25/2025	Citation # 900127756		\$11.00

City Checks Issued July 4, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104260	07/04/2025			Machado, Vernon	\$48.00
	Invoice	Date	Description		Amount
	VM062525	06/25/2025	Citation # 503123791		\$48.00
104261	07/04/2025			Maurer, Leelah	\$96.00
	Invoice	Date	Description		Amount
	LM062525	06/25/2025	Citation # 900131402		\$96.00
104262	07/04/2025			MIKE L'HEUREUX	\$1,500.00
	Invoice	Date	Description		Amount
	ML063025	06/30/2025	Bandstand Deposit Refund		\$1,500.00
104263	07/04/2025			MM JUMPERS PARTY RENTALS	\$394.10
	Invoice	Date	Description		Amount
	19383	07/19/2025	Rainbow obstacle rental		\$394.10
104264	07/04/2025			Nupur, Jain	\$86.00
	Invoice	Date	Description		Amount
	JN062525	06/25/2025	Citation # 900130804		\$86.00
104265	07/04/2025			PATRICK SILVA	\$316.00
	Invoice	Date	Description		Amount
	PS063025	06/30/2025	Junior Guards Refund		\$316.00
104266	07/04/2025			Reis, Travis	\$96.00
	Invoice	Date	Description		Amount
	TR062525	06/25/2025	Citation # 500126226		\$96.00
104267	07/04/2025			Tagliaferri, John	\$5.95
	Invoice	Date	Description		Amount
	JT062525	06/25/2025	Citation # 503125359		\$5.95
104268	07/04/2025			Valdivia Jr., Mario	\$72.00
	Invoice	Date	Description		Amount
	MV062525	06/25/2025	Citation # 200143903		\$72.00
104269	07/04/2025			Valentine, Tiffany	\$96.00
	Invoice	Date	Description		Amount
	TV062525-01	06/25/2025	Citation # 544123744		\$96.00

City Checks Issued July 4, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104270	07/04/2025			VDUBLICIOUS	\$1,500.00
	Invoice	Date	Description		Amount
	VD063025	06/30/2025	Bandstand Deposit Refund		\$1,500.00
104271	07/04/2025			Vollgraf, Tracie	\$72.00
	Invoice	Date	Description		Amount
	TV062525-02	06/25/2025	Citation # 200127309		\$72.00
104272	07/04/2025			Walter, Brenda	\$72.00
	Invoice	Date	Description		Amount
	BW062525	06/25/2025	Citation # 501127856		\$72.00
Type Check Totals:					\$1,117,272.04
<u>EFT</u>					
16	07/02/2025			HUB INTERNATIONAL	\$419.20
	Invoice	Date	Description		Amount
	25116457	07/02/2025	Carnival Event Insurance		\$419.20
Type EFT Totals:					\$419.20
SCCB - SCCB Payroll					
<u>Check</u>					
7154	07/04/2025			AFLAC	\$1,589.46
	Invoice	Date	Description		Amount
	443401	06/25/2025	June supplemental insurance		\$1,589.46
			1001 - Payroll Payables		
7155	07/04/2025			BENEFIT COORDINATORS CORP.	\$5,653.60
	Invoice	Date	Description		Amount
	B0JLC7	06/01/2025	June vision & dental insurance		\$5,653.60
			1001 - Payroll Payables		
7156	07/04/2025			CAPITOLA PEACE OFFICERS ASSOCIATION	\$853.00
	Invoice	Date	Description		Amount
	POA062725	06/27/2025	POA & Gym Dues PPE 06/21/25		\$853.00
			1001 - Payroll Payables		

City Checks Issued July 4, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
7157	07/04/2025			LIUNA PENSION FUND	\$1,075.20
	Invoice	Date	Description		Amount
	FY8213	06/27/2025	LIUNA pension dues - June		\$1,075.20
			1001 - Payroll Payables		
7158	07/04/2025			UNITED WAY OF SANTA CRUZ COUNTY	\$20.00
	Invoice	Date	Description		Amount
	UW063025	06/27/2025	June United Way Contributions		\$20.00
				1	
7159	07/04/2025			US BANK PARS Acct 6746022400	\$6,165.34
	Invoice	Date	Description		Amount
	PARS062725	06/27/2025	PARS contributions 6/21/25		\$6,165.34
			1001 - Payroll Payables		
Type Check Totals:					\$15,356.60
<u>EFT</u>					
1178	07/01/2025			CalPERS Health Insurance	\$85,093.92
	Invoice	Date	Description		Amount
	1002939701	07/01/2025	July Health Insurance		\$85,093.92
			1000 - General Fund		\$4,198.08
			1001 - Payroll Payables		\$80,895.84
1179	06/30/2025			CalPERS Member Services Division	\$65,709.60
	Invoice	Date	Description		Amount
	1002939759-62	06/27/2025	PERS contributions PPE 6/21/25		\$65,709.60
			1000 - General Fund		\$0.02
			1001 - Payroll Payables		\$65,709.58
1180	06/30/2025			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$9,845.89
	Invoice	Date	Description		Amount
	1-395-469-200	06/27/2025	State Taxes PPE 06/21/25		\$9,845.89
			1001 - Payroll Payables		

City Checks Issued July 4, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
1181	06/30/2025			STATE DISBURSEMENT UNIT	\$1,197.67
	Invoice	Date	Description		Amount
	52902323	06/27/2025	Employee garnishments PPE 06/21/25		\$1,197.67
			1001 - Payroll Payables		
1182	06/30/2025			VOYA FINANCIAL	\$11,148.43
	Invoice	Date	Description		Amount
	VOYA062725	06/27/2025	Employee 457 Contribution PPE 06/21/25		\$11,148.43
			1001 - Payroll Payables		
1183	06/30/2025			INTERNAL REVENUE SERVICE	\$45,306.02
	Invoice	Date	Description		Amount
	42886417	06/27/2025	Federal taxes & Medicare PPE 06/21/2025		\$45,306.02
			1001 - Payroll Payables		
Type EFT Totals:					\$218,301.53
Checks					75
					\$1,117,412.04
EFTs					1
					\$419.20
All					76
					\$1,117,831.24
Payroll Totals					
Checks					6
					\$15,356.60
EFTs					6
					\$218,301.53
All					12
					\$233,658.13
Grand Totals:					
Checks					81
					\$1,132,768.64
EFTs					7
					\$218,720.73
All					88
					\$1,351,489.37

Cash Position – City of Capitola

Item 7 D.

July 11, 2025

City main account checks dated July 11, 2025, numbered 104273 to 104282 totaling \$252,938.75, 1 EFTs totaling \$487.30, and 154 payroll EFTs totaling \$292,479.97 for a grand total of \$545,906.02, have been reviewed and authorized for distribution by the City Manager.

As of July 11, 2025, the unaudited cash balance is \$8,675,926.

CASH BALANCE July 11, 2025

Fund	Description	Ending Balance
1000	General Fund	\$ (4,056,159)
1001	Payroll Payables	195,748
Total General Funds		\$ (3,860,410)
1010	Contingency Reserve	\$ 2,364,346
1015	PERS Contingency Fund	1,662,822
1020	Emergency Reserve	1,631,506
1025	Facilities Reserve Fund	282,714
Total Reserve Funds		\$ 5,941,387
1200	Capital Improvement Fund	\$ (1,232,654)
2210	ISF - Stores Fund	\$ 56,035
2211	ISF - Information Technology	463,213
2212	ISF - Equipment Replacement	360,368
2213	ISF - Self-Insurance Liability	(298,357)
2214	ISF - Workers Compensation	18,749
2216	ISF - Compensated Absences	(112,724)
Total Internal Service Funds		\$ 487,283
TOTAL AVAILABLE GENERAL FUNDS		\$ 1,335,606
1300	SLESF - Supl Law Enfc	\$ 198,728
1305	Restricted TOT	80,695
1308	SB1 Road Maint. & Rehab.	783,269
1309	RTC Streets	903,760
1310	Gas Tax	364,366
1311	Wharf	84,796
1313	General Plan Update and Maint	349,577
1314	Green Building Education	277,619
1315	Public Art Fee Fund	120,200
1316	Parking Reserve Fund	737
1317	Technology Fee Fund	107,165
1320	PEG - Public Education and Govt	65,168
1321	BIA - Capitola Village-Wharf BIA	13,781
1350	CDBG Grants	144,481
1351	CDBG Program Income	949
1360	Library Fund	16,916
1370	HOME Reuse	1,005,956
1372	Housing Trust	345,655
1373	Permanent Local Housing Allocatic	467,433
5552	Cap Hsg Succ- Program Income	2,009,070
Total Special Revenue Funds		\$ 7,340,320
TOTAL CITY CASH BALANCE		\$ 8,675,926

(1) July 11th balance does not include \$952,139 held in the OPEB Trust.

Jamie Goldstein
City Manager

9/8/25
Date

Jim Malberg
Administrative Services Director

9/5/25
Date

City Checks Issued July 11, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104273	07/11/2025			AJ'S FUEL MARKET OF CAPITOLA INC	\$579.00
	Invoice	Date	Description		Amount
	AJ06302025	06/30/2025	Carwash Closing Date 6/30/2025		\$579.00
104274	07/11/2025			ALLIED UNIVERSAL	\$2,091.39
	Invoice	Date	Description		Amount
	17179346	07/03/2025	July 2025 Jade Street Park Patrol		\$697.13
	17179354	07/03/2025	July 2025 McGregor Skate Park Patrol		\$697.13
	17179355	07/03/2025	July 2025 Esplanade Park Patrol		\$697.13
104275	07/11/2025			AMAZON CAPITAL SERVICES	\$1,439.31
	Invoice	Date	Description		Amount
	1H1M-LPX7-KNMD	07/07/2025	Meeting Room and Office Signs		\$83.89
	1MY-Y-L1GW-WKWP	06/25/2025	Digital Notebook		\$818.27
	1QPK-JN3Q-KJR3	07/07/2025	Lobby Chairs		\$308.83
	1T3C-TL33-K1HQ	07/07/2025	Standing Desk		\$228.32
		1000 - General Fund		\$621.04	
		1300 - SLESF - Supl Law Enfc		\$818.27	
104276	07/11/2025			BEN NOBLE	\$1,402.50
	Invoice	Date	Description		Amount
	1531	07/01/2025	Housing Element Implementation Services through 6.3		\$1,402.50
		1313 - General Plan Update and Maint			
104277	07/11/2025			LANGUAGE LINE SERVICES INC	\$9.40
	Invoice	Date	Description		Amount
	11643969	06/30/2025	Over-the-Phone Interpretation		\$9.40
104278	07/11/2025			LEXIPOL, LLC	\$3,675.00
	Invoice	Date	Description		Amount
	INVPM11255910	07/01/2025	LEFTA Shield Suite Subscription for 8/15/25 - 7/31/26		\$3,675.00
104279	07/11/2025			SANTA CRUZ LIVE SCAN INC.	\$90.00
	Invoice	Date	Description		Amount
	25642	07/01/2025	Police Officer Candidate Fingerprinting		\$90.00
104280	07/11/2025			SANTA CRUZ REGIONAL 911	\$236,834.15
	Invoice	Date	Description		Amount
	SCR061525	06/15/2025	FY25/26 First Quarter Operating Contribution		\$236,834.15

City Checks Issued July 11, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104281	07/11/2025			SOUTH BAY REGIONAL TRAINING	\$5,908.00
	Invoice	Date	Description		Amount
	171059INV	02/21/2025	527 FTO Course		\$473.00
	225650	06/18/2025	520 Basic Police Academy		\$4,189.00
	171706INV	04/02/2025	531 Defensive Tactics Instructor Course		\$1,246.00
104282	07/11/2025			STOFER LABS	\$910.00
	Invoice	Date	Description		Amount
	SL070125	07/01/2025	K9 Boarding		\$910.00
Type Check Totals:					\$252,938.75
<u>EFT</u>					
17	07/09/2025			HUB INTERNATIONAL	\$487.30
	Invoice	Date	Description		Amount
	25252456	07/09/2025	Event Insurance		\$487.30
Type EFT Totals:					\$487.30
Checks			10		\$252,938.75
EFTs			1		\$487.30
All			11		\$253,426.05
Payroll Totals					
Checks			0		\$0.00
EFTs			154		\$292,479.97
All			154		\$292,479.97
Grand Totals:					
Checks			10		\$252,938.75
EFTs			155		\$292,967.27
All			165		\$545,906.02

Cash Position – City of Capitola

July 18, 2025

City main account checks dated July 18, 2025, numbered 104283 to 104400 totaling \$347,548.82, 1 EFTs totaling \$297.45, 4 payroll checks totaling \$12,327.72, and 5 payroll EFTs totaling \$136,635.15 for a grand total of \$496,809.14, have been reviewed and authorized for distribution by the City Manager.

As of July 18, 2025, the unaudited cash balance is \$8,243,548.

CASH BALANCE July 18, 2025

Fund	Description	Ending Balance
1000	General Fund	\$ (4,302,927)
1001	Payroll Payables	46,785
Total General Funds		\$ (4,256,141)
1010	Contingency Reserve	\$ 2,364,346
1015	PERS Contingency Fund	1,662,822
1020	Emergency Reserve	1,631,506
1025	Facilities Reserve Fund	282,714
Total Reserve Funds		\$ 5,941,387
1200	Capital Improvement Fund	\$ (1,298,668)
2210	ISF - Stores Fund	\$ 54,451
2211	ISF - Information Technology	442,120
2212	ISF - Equipment Replacement	360,368
2213	ISF - Self-Insurance Liability	(298,357)
2214	ISF - Workers Compensation	18,749
2216	ISF - Compensated Absences	(112,724)
Total Internal Service Funds		\$ 464,606
TOTAL AVAILABLE GENERAL FUNDS		\$ 851,185
1300	SLESF - Supl Law Enfc	\$ 201,151
1305	Restricted TOT	81,385
1308	SB1 Road Maint. & Rehab.	791,528
1309	RTC Streets	913,051
1310	Gas Tax	368,077
1311	Wharf	88,580
1313	General Plan Update and Maint	354,767
1314	Green Building Education	277,807
1315	Public Art Fee Fund	120,200
1316	Parking Reserve Fund	737
1317	Technology Fee Fund	107,434
1320	PEG - Public Education and Govt	65,880
1321	BIA - Capitola Village-Wharf BIA	5,596
1350	CDBG Grants	144,481
1351	CDBG Program Income	960
1360	Library Fund	17,105
1370	HOME Reuse	1,017,025
1372	Housing Trust	349,479
1373	Permanent Local Housing Allocatic	467,433
5552	Cap Hsg Succ- Program Income	2,019,688
Total Special Revenue Funds		\$ 7,392,363
TOTAL CITY CASH BALANCE		\$ 8,243,548

(1) July 18th balance does not include \$952,139 held in the OPEB Trust.


 Jamie Goldstein
 City Manager

9/8/25
 Date


 Jim Malberg
 Administrative Services Director

9/8/25
 Date

City Checks Issued July 18, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104283	07/18/2025			A TOOL SHED	\$525.30
	Invoice	Date	Description		Amount
	1747399-5	07/05/2025	Towable LED light tower rental		\$525.30
104284	07/18/2025			ACE PORTABLE SERVICES	\$1,124.48
	Invoice	Date	Description		Amount
	I44385	07/03/2025	Cleaning services		\$562.24
	I44386	08/01/2025	Cleaning services		\$562.24
104285	07/18/2025			ADT SECURITY SERVICES INC.	\$288.94
	Invoice	Date	Description		Amount
	ADT062925	06/29/2025	Corp. yard & museum ADT monitoring		\$288.94
104286	07/18/2025			ALBERTO GONZALEZ	\$242.95
	Invoice	Date	Description		Amount
	AG062425	06/24/2025	Wellness Funded Expense - Mats		\$242.95
104287	07/18/2025			ALEXIS PARTY RENTALS	\$1,205.00
	Invoice	Date	Description		Amount
	78842	08/03/2025	Party rentals		\$1,205.00
104288	07/18/2025			ALLSAFE LOCK COMPANY	\$198.09
	Invoice	Date	Description		Amount
	106263	06/05/2025	Padlocks		\$198.09
104289	07/18/2025			AMAZON CAPITAL SERVICES	\$3,333.58
	Invoice	Date	Description		Amount
	1TC1-QFL4-CKT4	07/02/2025	Ethernet cable		\$14.52
	1NL9-JCVH-DF3R	07/02/2025	Flask funnels		\$6.54
	16Y1-RT74-3KXQ	07/06/2025	Plastic pitcher, pH test strips		\$28.03
	17YM-TY1K-NFXQ	07/11/2025	Phone case		\$87.15
	11XP-PYYG-1NNW	07/14/2025	Wireless mouse		\$25.66
	1KRT-M9CP-34LD	07/14/2025	White out, tape		\$24.93
	1XFH-GTCY-JFR9	07/15/2025	Tree ties		\$16.33
	1FWF-64NC-3LVF	06/10/2025	Camp Capitola supplies		\$103.94
	1TX6-HHHF-J9HV	07/15/2025	Asphalt anchor		\$144.22
	1QM4-3473-KNMM	07/15/2025	Mailbox numbers		\$9.85
	1YJK-HX79-H3CY	07/15/2025	Printer		\$392.20
	1HDQ-Y7VN-LNHC	07/03/2025	Camp Capitola supplies		\$181.64
	1LDQ-N6VR-KD6Q	07/07/2025	Camp Capitola supplies		\$143.88
	1N4K-6DG6-X9HG	06/29/2025	Camp Capitola supplies		\$27.39
	1R4Q-CHRH-C3LV	07/02/2025	Camp Capitola supplies		\$117.70
	1RNJ-KG4H-L3XJ	07/07/2025	Lifeguard supplies		\$279.35
	1WN3-7J1J-VD79	07/05/2025	Camp Capitola supplies		\$292.88
	19WP-VCGH-KQGQ	07/07/2025	Camp Capitola supplies		\$23.02
	1V6G-733R-9PNY	07/10/2025	Toner cartridge		\$162.77

City Checks Issued July 18, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
	1XM6-NQP9-LYY6	07/09/2025	Raffle tickets, hand sanitizer, stand		\$218.86
	1D9D-HL49-DHJF	07/16/2025	Flushometer		\$420.30
	1KRT-M9CP-TM66	07/16/2025	Spray resistant, adhesive, rubber rolls		\$113.96
	1GJ4-D7XH-FYKX	07/14/2025	Tactical Weapon Lights and Electronic Muffs		\$450.10
	1LY6-NTGM-MGM7	07/09/2025	Dog Tie Cable		\$17.63
	1VKM-XG9X-PN6Q	07/09/2025	Wellness Room Signs and Pen Tips		\$30.73
		1000 - General Fund		\$3,206.25	
		2210 - ISF - Stores Fund		\$14.52	
		2211 - ISF - Information Technology		\$112.81	
104290	07/18/2025			ARMANDO FERRO	\$209.09
	Invoice	Date	Description	Amount	
	AF070325	07/03/2025	Wellness Funded Expense - Workout Accessories	\$209.09	
104291	07/18/2025			ASSOCIATION OF MONTEREY BAY AREA GOVERNMENT	\$2,640.81
	Invoice	Date	Description	Amount	
	4495	07/01/2025	FY25/26 Member Dues	\$2,640.81	
104292	07/18/2025			AT&T	\$8.73
	Invoice	Date	Description	Amount	
	ATT070125	07/01/2025	July long distance charges	\$8.73	
		1000 - General Fund		\$4.30	
		2211 - ISF - Information Technology		\$4.43	
104293	07/18/2025			AT&T/CALNET 3	\$1,756.50
	Invoice	Date	Description	Amount	
	0023779379	07/13/2025	July T-1 access	\$1,756.50	
104294	07/18/2025			AT&T/CALNET 3	\$286.18
	Invoice	Date	Description	Amount	
	0023778711	07/13/2025	July telephone service	\$286.18	
		1000 - General Fund		\$218.99	
		2211 - ISF - Information Technology		\$67.19	
104295	07/18/2025			AUTO CARE LIFESAVER TOWING	\$420.00
	Invoice	Date	Description	Amount	
	25-84720	07/08/2025	Towing service	\$420.00	

City Checks Issued July 18, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104296	07/18/2025			B & B SMALL ENGINE REPAIR	\$1,981.28
	Invoice	Date	Description		Amount
	63966	07/03/2025	Gearbox grease, trimmer line, screw plug		\$202.51
	64329	07/08/2025	Hedge trimmer, gearbox grease, fuel		\$113.51
	64466	07/09/2025	Screw plug, hedge shear, shaft extension		\$845.99
	65353	07/15/2025	Sleeve, washer, hedge trimmer		\$739.35
	65358	07/15/2025	Sharpened blades		\$79.92
104297	07/18/2025			BE NATURAL MUSIC	\$500.00
	Invoice	Date	Description		Amount
	14011	07/20/2025	Concert performance		\$500.00
104298	07/18/2025			BOONE LOW RATLIFF ARCHITECTS INC	\$29,695.49
	Invoice	Date	Description		Amount
	4286	06/30/2025	Community Center Patio Renovation Services		\$13,579.25
	4285	06/30/2025	Jade Street Park Restroom Remodel Services		\$3,349.50
	4284	06/30/2025	Jade St Community Center renovation design services		\$2,526.74
	4283	06/30/2025	Jade St Community Center renovation design services		\$10,240.00
			1200 - Capital Improvement Fund		
104299	07/18/2025			BRONZE WORKS, INC.	\$8,000.00
	Invoice	Date	Description		Amount
	BW070925	07/09/2025	CWEP: Bronze Marine Life Plaques		\$8,000.00
			1200 - Capital Improvement Fund		
104300	07/18/2025			CA DEPARTMENT OF JUSTICE	\$524.00
	Invoice	Date	Description		Amount
	828974	06/30/2025	June Fingerprinting		\$294.00
	827564	06/30/2025	Police Officer Candidate Fingerprinting		\$230.00
104301	07/18/2025			CADILLAC DESIGNS INC.	\$3,159.00
	Invoice	Date	Description		Amount
	10349	05/23/2025	Banner		\$3,159.00
104302	07/18/2025			CARIN HANNA	\$4,324.85
	Invoice	Date	Description		Amount
	CH070325	07/03/2025	BIA Reimbursement		\$4,324.85
			1321 - BIA - Capitola Village-Wharf BIA		

City Checks Issued July 18, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104303	07/18/2025			CENTRAL COAST AUDIO & TINT	\$305.00
	Invoice	Date	Description	Amount	
	5636	06/26/2025	Tint	\$305.00	
104304	07/18/2025			CHEVROLET OF WATSONVILLE	\$501.78
	Invoice	Date	Description	Amount	
	525539	07/10/2025	Auto part	\$501.78	
104305	07/18/2025			COMMUNITY BRIDGES	\$19,800.00
	Invoice	Date	Description	Amount	
	CB070825	07/08/2025	June 2025 Shuttle Services	\$19,800.00	
104306	07/18/2025			COMPLETE PAPERLESS SOLUTIONS LLC	\$16,225.00
	Invoice	Date	Description	Amount	
	4524	07/09/2025	Laserfiche Cloud services subscription - 1 Year	\$16,225.00	
104307	07/18/2025			CORODATA RECORDS MANAGEMENT, INC.	\$168.57
	Invoice	Date	Description	Amount	
	RS3723091	06/30/2025	June Records Management	\$168.57	
104308	07/18/2025			CORODATA SHREDDING INC.	\$63.56
	Invoice	Date	Description	Amount	
	DN1529794	06/30/2025	June Records Shredding	\$63.56	
104309	07/18/2025			CUMMING MANAGEMENT GROUP, INC.	\$23,075.00
	Invoice	Date	Description	Amount	
	171913	06/30/2025	Community Center Construction Management Services	\$23,075.00	
			1200 - Capital Improvement Fund		
104310	07/18/2025			DELL MARKETING LP	\$925.40
	Invoice	Date	Description	Amount	
	10824133027	07/09/2025	Microsoft license	\$925.40	
			2211 - ISF - Information Technology		
104311	07/18/2025			DOCTORS ON DUTY	\$205.00
	Invoice	Date	Description	Amount	
	DOD070425	07/04/2025	New employee testing & exams	\$205.00	

City Checks Issued July 18, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104312	07/18/2025			DONALD W ALLEY	\$11,897.28
	Invoice	Date	Description		Amount
	725-01	07/14/2025	Soquel Creek monitoring and reporting		\$11,897.28
104313	07/18/2025			ENVIRONMENTAL INNOVATIONS INC.	\$1,980.00
	Invoice	Date	Description		Amount
	3143	07/07/2025	CalRecycle June outreach		\$1,980.00
104314	07/18/2025			EVERBRIDGE INC.	\$3,914.00
	Invoice	Date	Description		Amount
	M89045	07/09/2025	FY25/26 Nixle Engage Renewal		\$3,914.00
104315	07/18/2025			EXCEEDIO	\$8,717.00
	Invoice	Date	Description		Amount
	17614	07/07/2025	Project services		\$8,120.00
	17612	07/01/2025	Axon interview		\$597.00
			2211 - ISF - Information Technology		
104316	07/18/2025			FLYERS ENERGY LLC	\$2,776.67
	Invoice	Date	Description		Amount
	25-409228	07/03/2025	427 gallons gasoline		\$1,778.46
	25-409227	07/03/2025	207 gallons diesel		\$998.21
104317	07/18/2025			GALLS LLC	\$465.23
	Invoice	Date	Description		Amount
	031510360-1	06/02/2025	Shipping and Tax for Invoice 031510360		\$17.33
	031244849	05/05/2025	Duty Belt, Belt Keeper and Pants		\$194.50
	031739362	06/25/2025	Nametag		\$33.34
	031051560	04/15/2025	Uniform Pants		\$202.53
	031094974	04/19/2025	Nightstick		\$17.53
104318	07/18/2025			GINA GARCIA	\$300.00
	Invoice	Date	Description		Amount
	001	08/03/2025	Musical Performance		\$300.00
104319	07/18/2025			GRANITE ROCK COMPANY	\$183.83
	Invoice	Date	Description		Amount
	2235183	06/30/2025	Concrete mix		\$183.83

City Checks Issued July 18, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104320	07/18/2025			HARBOR FREIGHT	\$669.22
	Invoice	Date	Description	Amount	
	f66bdc27	07/07/2025	Tool bags, pliers, hooks	\$669.22	
104321	07/18/2025			HD SUPPLY FORMERLY HOME DEPOT PRO	\$4,561.77
	Invoice	Date	Description	Amount	
	871464640	06/27/2025	Cleaning supplies	\$2,544.02	
	872100417	07/02/2025	Cleaning supplies	\$2,017.75	
104322	07/18/2025			HERIBERTO ESTRADA	\$909.09
	Invoice	Date	Description	Amount	
	HE070925	07/09/2025	Wellness Funded Expense - Trainer Equipment	\$909.09	
104323	07/18/2025			Hi-Line Inc.	\$297.93
	Invoice	Date	Description	Amount	
	3094536	07/03/2025	Frame bolts, cable lug, pin clip, cable tie, ring	\$297.93	
104324	07/18/2025			HOME DEPOT CREDIT SERVICES	\$430.42
	Invoice	Date	Description	Amount	
	3634463	07/07/2025	Batteries, picture hanging strips, power strips	\$87.62	
	0613982	06/30/2025	Funnel, couplings, stops rust, gloss, tote	\$194.64	
	0514963	07/10/2025	Adapter brass, spill absorber, safety glasses, glass wipe	\$148.16	
104325	07/18/2025			HOPE REHABILITATION SERVICES	\$3,905.00
	Invoice	Date	Description	Amount	
	S178514	06/30/2025	June Litter Abatement Services	\$3,905.00	
104326	07/18/2025			INTERNATIONAL BRONZE PLAQUE COMPANY	\$390.00
	Invoice	Date	Description	Amount	
	79795	07/14/2025	Plaques	\$390.00	
104327	07/18/2025			INTERSTATE TRAFFIC CONTROL PRODUCTS	\$398.75
	Invoice	Date	Description	Amount	
	270831	07/10/2025	Traffic signs	\$398.75	
104328	07/18/2025			JAQUELYN JOHNSON	\$94.96
	Invoice	Date	Description	Amount	
	JJ062025	06/20/2025	Event kit supplies, parking reimbursement	\$94.96	

City Checks Issued July 18, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104329	07/18/2025			KARIN ANDERSON	\$700.00
	Invoice	Date	Description		Amount
	15	07/01/2025	BIA Ambassador		\$700.00
			1321 - BIA - Capitola Village-Wharf BIA		
104330	07/18/2025			KBA Document Solutions LLC	\$316.30
	Invoice	Date	Description		Amount
	55Y1542371	07/02/2025	City Hall copier usage charges		\$14.24
	55Y1543330	07/07/2025	City Hall copier usage charges		\$20.00
	55Y1545097	07/15/2025	City Hall copier usage charges		\$82.06
	55Y1545186	07/15/2025	Maintenance		\$200.00
			2211 - ISF - Information Technology		
104331	07/18/2025			KIMLEY HORN AND ASSOCIATES INC	\$5,243.52
	Invoice	Date	Description		Amount
	32542420	06/30/2025	Bay Ave Corridor Project Services thru 6.30.25		\$5,243.52
			1200 - Capital Improvement Fund		
104332	07/18/2025			KING'S PAINT AND PAPER INC.	\$243.77
	Invoice	Date	Description		Amount
	F943M	07/07/2025	Paint		\$243.77
104333	07/18/2025			KRAIG EVANS	\$586.92
	Invoice	Date	Description		Amount
	KE062825	06/28/2025	Sherman Block Supervisory Leadership Travel Reimbu		\$586.92
104334	07/18/2025			LABORMAX STAFFING	\$7,467.21
	Invoice	Date	Description		Amount
	26-453743	07/04/2025	Public works seasonal labor 6/30 - 7/4/25		\$3,584.94
	26-454877	07/11/2025	Public works seasonal labor 7/5 - 7/11/25		\$3,882.27
104335	07/18/2025			LAURA ALIOTO	\$1,365.00
	Invoice	Date	Description		Amount
	LA071525	07/15/2025	Instructor payment		\$1,365.00
104336	07/18/2025			LLOYD'S TIRE AND AUTO	\$579.89
	Invoice	Date	Description		Amount
	225065	07/08/2025	Tire service		\$35.00
	224867	06/20/2025	Tire install & services		\$509.89
	225090	07/10/2025	Tire repair		\$35.00

City Checks Issued July 18, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104337	07/18/2025			McMASTER-CARR SUPPLY COMPANY	\$279.70
	Invoice	Date	Description		Amount
	48533936	07/10/2025	Aluminum round tube		\$279.70
104338	07/18/2025			MID COUNTY AUTO SUPPLY	\$123.99
	Invoice	Date	Description		Amount
	M-3044232	07/15/2025	Brake clean, washer fluid		\$85.35
	M-3044256	07/15/2025	Lube filter		\$38.64
104339	07/18/2025			MISSION LINEN SUPPLY	\$384.61
	Invoice	Date	Description		Amount
	524179885	07/09/2025	Fleet towels, uniform cleaning		\$55.72
	524179886	07/09/2025	Corp. Yard linen service		\$100.88
	524168013	07/07/2025	Community Center mop and mat service		\$77.98
	524219510	07/16/2025	Fleet towels, uniform cleaning		\$55.72
	524219511	07/16/2025	Corp. Yard linen service		\$94.31
104340	07/18/2025			MMJUMPERS & PARTY RENTALS LLC	\$1,218.00
	Invoice	Date	Description		Amount
	20013	07/10/2025	Obstacle course, castle, generator rental		\$1,218.00
104341	07/18/2025			MONTEREY BAY ANALYTICAL SERVICES INC	\$25.00
	Invoice	Date	Description		Amount
	250703_039	07/08/2025	Bottle order		\$25.00
104342	07/18/2025			MONTEREY ONE WATER	\$353.47
	Invoice	Date	Description		Amount
	15863	05/06/2025	Regional stormwater tv ad campaign		\$353.47
104343	07/18/2025			MRA SALES INC	\$1,400.00
	Invoice	Date	Description		Amount
	2501	06/20/2025	Group surf lessons		\$1,400.00
104344	07/18/2025			NATHAN HANSON	\$128.47
	Invoice	Date	Description		Amount
	NH062525	06/25/2025	Food for Jr Guard Comp Day		\$128.47

City Checks Issued July 18, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104345	07/18/2025			NOVO SOLUTIONS INC	\$10,950.00
	Invoice	Date	Description		Amount
	7934	07/01/2025	Software for asset/work order management		\$10,950.00
			2211 - ISF - Information Technology		
104346	07/18/2025			O'REILLY AUTO PARTS	\$497.43
	Invoice	Date	Description		Amount
	2763-133216	07/08/2025	Starter		\$112.43
	2763-132100	07/03/2025	Air filter, oil filter		\$193.68
	2763-133750	07/10/2025	Battery		\$191.32
104347	07/18/2025			OPPOSITE OF EAST	\$3,300.00
	Invoice	Date	Description		Amount
	000372-016	07/10/2025	BIA Communications Manager Services		\$3,300.00
			1321 - BIA - Capitola Village-Wharf BIA		
104348	07/18/2025			PALACE BUSINESS SOLUTIONS	\$16.33
	Invoice	Date	Description		Amount
	2427512-1	06/04/2025	Tax for Invoice 2427512-0		\$16.33
104349	07/18/2025			PHIL ALLEGRI ELECTRIC INC.	\$2,601.16
	Invoice	Date	Description		Amount
	36092	07/01/2025	Troubleshoot lawn pumps		\$2,601.16
104350	07/18/2025			ROBERT M PATTERSON	\$50.00
	Invoice	Date	Description		Amount
	RP070125	07/01/2025	Administrative Reviews Billing Statement 7/1/2025		\$50.00
104351	07/18/2025			RSG, INC.	\$5,716.25
	Invoice	Date	Description		Amount
	13732	06/30/2025	LAFCO annexation study		\$5,716.25
104352	07/18/2025			SAN LORENZO LUMBER	\$160.99
	Invoice	Date	Description		Amount
	55-0971052	07/02/2025	Tape measure, lumber		\$54.39
	55-0971558	07/03/2025	Primer, medallion, sashes, caulk took		\$106.60

City Checks Issued July 18, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104353	07/18/2025			SANTA CRUZ APTOS AUTO TOWING	\$200.00
	Invoice	Date	Description	Amount	
	20283	05/02/2025	Towing service	\$200.00	
104354	07/18/2025			SANTA CRUZ COUNTY ANIMAL SHELTER	\$58,846.80
	Invoice	Date	Description	Amount	
	25/26-1CA	07/09/2025	Quarterly animal services contribution	\$58,846.80	
104355	07/18/2025			SANTA CRUZ COUNTY ANTI CRIME TEAM	\$35,567.00
	Invoice	Date	Description	Amount	
	2025-26CPD	07/09/2025	FY25/26 Operational Expense Contribution	\$35,567.00	
104356	07/18/2025			SANTA CRUZ COUNTY AUDITOR-CONTROLLER	\$13,231.50
	Invoice	Date	Description	Amount	
	SCCO063025	06/30/2025	June citation processing	\$13,231.50	
104357	07/18/2025			SANTA CRUZ SENTINEL	\$569.60
	Invoice	Date	Description	Amount	
	0001447538	06/30/2025	June legal notices	\$569.60	
104358	07/18/2025			SC Swimming CAFL	\$15,000.00
	Invoice	Date	Description	Amount	
	1012-2	05/27/2025	Swim lessons	\$15,000.00	
104359	07/18/2025			SCC ENVIRONMENTAL HEALTH SVC	\$2,748.75
	Invoice	Date	Description	Amount	
	IN0125449	07/01/2025	Hazardous waste permit	\$2,748.75	
104360	07/18/2025			SHEILA BURT	\$182.00
	Invoice	Date	Description	Amount	
	SB070825	07/08/2025	Instructor payment	\$182.00	
104361	07/18/2025			SOQUEL CREEK ANIMAL HOSPITAL	\$629.27
	Invoice	Date	Description	Amount	
	82470	07/14/2025	K-9 Exam and Vaccines	\$629.27	

City Checks Issued July 18, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104362	07/18/2025			SPORTS DESIGN, INC.	\$87.60
	Invoice	Date	Description		Amount
	28557	04/18/2025	Relay Team Shirts		\$87.60
104363	07/18/2025			STAPLES ADVANTAGE	\$154.59
	Invoice	Date	Description		Amount
	6036262485	07/02/2025	Copier paper		\$76.68
	6036620339	07/09/2025	Copier Paper		\$77.91
		1000 - General Fund			\$77.91
		2210 - ISF - Stores Fund			\$76.68
104364	07/18/2025			SUN VARDY	\$400.00
	Invoice	Date	Description		Amount
	001	07/08/2025	DJ Services		\$400.00
104365	07/18/2025			THE ED. JONES COMPANY	\$1,653.75
	Invoice	Date	Description		Amount
	58972	05/16/2025	520, 534, 536 and R14 Badges		\$1,653.75
104366	07/18/2025			TIMES PUBLISHING GROUP INC.	\$1,075.00
	Invoice	Date	Description		Amount
	47573	07/02/2025	Summer Festivals Program Ads		\$1,075.00
104367	07/18/2025			US BANK EQUIPMENT FINANCE	\$1,671.93
	Invoice	Date	Description		Amount
	559301767	07/04/2025	Recreation copier lease		\$179.90
	559302005	07/05/2025	City Hall Copier Lease		\$205.33
	559302153	07/06/2025	City Hall Copier Lease		\$470.89
	558869681	06/28/2025	City Hall Copier Lease		\$815.81
		1000 - General Fund			\$179.90
		2210 - ISF - Stores Fund			\$1,492.03
104368	07/18/2025			WE ALL RIDE SANTA CRUZ	\$44.24
	Invoice	Date	Description		Amount
	4187648	07/03/2025	Battery		\$44.24

City Checks Issued July 18, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104369	07/18/2025			WESTERN EXTERMINATOR COMPANY	\$196.22
	Invoice	Date	Description		Amount
	79964406	07/02/2025	Turnouts rodent control		\$98.11
	79964405	07/09/2025	City Hall rodent control		\$98.11
104370	07/18/2025			ZEP SALES & SERVICE	\$348.38
	Invoice	Date	Description		Amount
	9011342628	06/16/2025	Zep write away - graffiti cleaner		\$348.38
104371	07/18/2025			ALYSE ROSSITER	\$158.00
	Invoice	Date	Description		Amount
	AR071625	07/16/2025	Junior Guards Refund		\$158.00
104372	07/18/2025			ANNE GREENINGER	\$12.00
	Invoice	Date	Description		Amount
	AG071625	07/16/2025	Refund from Capitola Recreation		\$12.00
104373	07/18/2025			ANNE PETRIDES	\$180.00
	Invoice	Date	Description		Amount
	AP071425	07/14/2025	Camp Capitola Refund		\$180.00
104374	07/18/2025			ANNE PETRIDES	\$180.00
	Invoice	Date	Description		Amount
	AP071425-2	07/14/2025	Camp Capitola Refund		\$180.00
104375	07/18/2025			BRI STEEL	\$286.00
	Invoice	Date	Description		Amount
	BS071625	07/16/2025	Junior Guards Refund		\$286.00
104376	07/18/2025			CALEY SAYOUS	\$361.00
	Invoice	Date	Description		Amount
	CS071625	07/16/2025	Junior Guards Refund		\$361.00

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104377	07/18/2025			CHRISTIN COFFIN	\$390.00
	Invoice	Date	Description		Amount
	CC071625	07/16/2025	Camp Capitola Refund		\$390.00
104378	07/18/2025			DINO LABISTE	\$445.00
	Invoice	Date	Description		Amount
	CHM42025	07/14/2025	Fishing lines, net, hooks		\$445.00
104379	07/18/2025			EMILY OBERMEIER	\$150.00
	Invoice	Date	Description		Amount
	EO071625	07/16/2025	Refund from Capitola Recreation		\$150.00
104380	07/18/2025			Fish, Robert	\$72.00
	Invoice	Date	Description		Amount
	RF071025	07/10/2025	Citation # 501123739		\$72.00
104381	07/18/2025			GABRIEL KLEIN	\$261.00
	Invoice	Date	Description		Amount
	GK071425	07/14/2025	Junior Guards Refund		\$261.00
104382	07/18/2025			GABRIEL KLEIN	\$80.00
	Invoice	Date	Description		Amount
	GK071425-2	07/14/2025	Camp Capitola Refund		\$80.00
104383	07/18/2025			ISAAC WOOD	\$158.00
	Invoice	Date	Description		Amount
	IW071625	07/16/2025	Junior Guards Refund		\$158.00
104384	07/18/2025			JAIME WHITE	\$166.00
	Invoice	Date	Description		Amount
	JW071625	07/16/2025	Camp Capitola Refund		\$166.00
104385	07/18/2025			KAREN MCCABE	\$348.00
	Invoice	Date	Description		Amount
	KM071625	07/16/2025	Camp Capitola Refund		\$348.00

City Checks Issued July 18, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104386	07/18/2025			KAREN SCOTT	\$382.00
	Invoice	Date	Description		Amount
	KS071625	07/16/2025	Camp Capitola Refund		\$382.00
104387	07/18/2025			KAREN SCOTT	\$286.00
	Invoice	Date	Description		Amount
	KS071625-2	07/16/2025	Junior Guards Refund		\$286.00
104388	07/18/2025			KATHERINE WEBER	\$286.00
	Invoice	Date	Description		Amount
	KW071625	07/16/2025	Junior Guards Refund		\$286.00
104389	07/18/2025			KATHERINE WEBER	\$286.00
	Invoice	Date	Description		Amount
	KW071425	07/14/2025	Junior Guards Refund		\$286.00
104390	07/18/2025			KATIE CAMACHO	\$348.00
	Invoice	Date	Description		Amount
	KC071625	07/16/2025	Camp Capitola Refund		\$348.00
104391	07/18/2025			LAILA MCCLUSKEY	\$361.00
	Invoice	Date	Description		Amount
	LM071625	07/16/2025	Junior Guards Refund		\$361.00
104392	07/18/2025			LENA BRANCATELLI	\$361.00
	Invoice	Date	Description		Amount
	LB071625	07/16/2025	Junior Guards Refund		\$361.00
104393	07/18/2025			MICHELLE TURNER	\$316.00
	Invoice	Date	Description		Amount
	MT071625	07/16/2025	Junior Guards Refund		\$316.00
104394	07/18/2025			NATALIE ARATOW-GALLARDO	\$474.00
	Invoice	Date	Description		Amount
	NA071625	07/16/2025	Camp Capitola Refund		\$474.00

City Checks Issued July 18, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104395	07/18/2025			NICOLE EVLESHIN	\$180.00
	Invoice	Date	Description		Amount
	NE071425	07/14/2025	Camp Capitola Refund		\$180.00
104396	07/18/2025			REBECCA GALVAN	\$486.00
	Invoice	Date	Description		Amount
	RG071625	07/16/2025	Camp Capitola Refund		\$486.00
104397	07/18/2025			Sambrano, Cyril	\$86.00
	Invoice	Date	Description		Amount
	CS071125	07/11/2025	Citation # 507123814		\$86.00
104398	07/18/2025			SARAH LIM	\$486.00
	Invoice	Date	Description		Amount
	SL071625	07/16/2025	Camp Capitola Refund		\$486.00
104399	07/18/2025			TAMMY SWEENY	\$22.50
	Invoice	Date	Description		Amount
	TS071625	07/16/2025	Refund from Capitola Recreation		\$22.50
104400	07/18/2025			Wolf, Cassius	\$41.95
	Invoice	Date	Description		Amount
	CW070925	07/09/2025	Citation # 507123808		\$41.95
Type Check Totals:					\$347,548.82
<u>EFT</u>					
18	07/15/2025			HUB INTERNATIONAL	\$297.45
	Invoice	Date	Description		Amount
	25366714	07/15/2025	Event Insurance		\$297.45
Type EFT Totals:					\$297.45
SCCB - SCCB Payroll					
<u>Check</u>					
7160	07/18/2025			CAPITOLA PEACE OFFICERS ASSOCIATION	\$853.00
	Invoice	Date	Description		Amount
	POA071125	07/11/2025	POA & Gym Dues PPE 07/05/25		\$853.00
			1001 - Payroll Payables		

City Checks Issued July 18, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
7161	07/18/2025			EQUITABLE	\$3,321.96
	Invoice	Date	Description		Amount
	1737567	07/11/2025	July LTD, STD, AD&D, life insurance		\$3,321.96
			1001 - Payroll Payables		
7162	07/18/2025			UPEC LIUNA LOCAL 792	\$927.00
	Invoice	Date	Description		Amount
	UPEC073125	07/11/2025	July UPEC dues		\$927.00
			1001 - Payroll Payables		
7163	07/18/2025			US BANK PARS Acct 6746022400	\$7,225.76
	Invoice	Date	Description		Amount
	PARS071125	07/11/2025	PARS contributions PPE 7/5/25		\$7,225.76
			1001 - Payroll Payables		
Type Check Totals:					\$12,327.72
<u>EFT</u>					
1338	07/14/2025			CalPERS Member Services Division	\$66,001.49
	Invoice	Date	Description		Amount
	1002952484-7	07/11/2025	PERS contributions PPE 07/05/25		\$66,001.49
			1000 - General Fund	(\$0.07)	
			1001 - Payroll Payables	\$66,001.56	
1339	07/14/2025			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$10,321.81
	Invoice	Date	Description		Amount
	0-081-525-648	07/11/2025	State Taxes PPE 07/05/25		\$10,321.81
			1001 - Payroll Payables		
1340	07/14/2025			INTERNAL REVENUE SERVICE	\$47,665.81
	Invoice	Date	Description		Amount
	82439020	07/11/2025	Federal taxes & Medicare PPE 07/05/25		\$47,665.81
			1001 - Payroll Payables		

City Checks Issued July 18, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
1341	07/14/2025			STATE DISBURSEMENT UNIT	\$1,197.67
	Invoice	Date	Description		Amount
	53065743	07/11/2025	Employee garnishment PPE 07/05/25		\$1,197.67
			1001 - Payroll Payables		
1342	07/14/2025			VOYA FINANCIAL	\$11,448.37
	Invoice	Date	Description		Amount
	VOYA071125	07/11/2025	Employee 457 Contribution PPE 07/05/25		\$11,448.37
			1001 - Payroll Payables		
Type EFT Totals:					\$136,635.15
Checks					118
					\$347,548.82
EFTs					1
					\$297.45
All					119
					\$347,846.27
Payroll Totals					
Checks					4
					\$12,327.72
EFTs					5
					\$136,635.15
All					9
					\$148,962.87
Grand Totals:					
Checks					122
					\$359,876.54
EFTs					6
					\$136,932.60
All					128
					\$496,809.14

Cash Position – City of Capitola

July 25, 2025

City main account checks dated July 25, 2025, numbered 104401 to 104470 totaling \$293,827.47, 1 payroll checks totaling \$428.84, and 154 payroll EFTs totaling \$305,289.00 for a grand total of \$599,545.31, have been reviewed and authorized for distribution by the City Manager.

As of July 25, 2025, the unaudited cash balance is \$8,829,156.

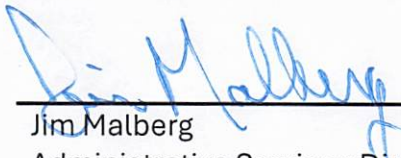
CASH BALANCE July 25, 2025

Fund	Description	Ending Balance
1000	General Fund	\$ (3,790,131)
1001	Payroll Payables	247,092
Total General Funds		\$ (3,543,039)
1010	Contingency Reserve	\$ 2,364,346
1015	PERS Contingency Fund	1,662,822
1020	Emergency Reserve	1,631,506
1025	Facilities Reserve Fund	282,714
Total Reserve Funds		\$ 5,941,387
1200	Capital Improvement Fund	\$ (1,328,989)
2210	ISF - Stores Fund	\$ 54,052
2211	ISF - Information Technology	442,120
2212	ISF - Equipment Replacement	243,474
2213	ISF - Self-Insurance Liability	(298,357)
2214	ISF - Workers Compensation	18,749
2216	ISF - Compensated Absences	(112,724)
Total Internal Service Funds		\$ 347,313
TOTAL AVAILABLE GENERAL FUNDS		\$ 1,416,672
1300	SLESF - Supl Law Enfc	\$ 200,328
1305	Restricted TOT	81,385
1308	SB1 Road Maint. & Rehab.	814,077
1309	RTC Streets	913,051
1310	Gas Tax	367,197
1311	Wharf	83,561
1313	General Plan Update and Maint	355,378
1314	Green Building Education	277,807
1315	Public Art Fee Fund	120,200
1316	Parking Reserve Fund	737
1317	Technology Fee Fund	107,591
1320	PEG - Public Education and Govt	65,880
1321	BIA - Capitola Village-Wharf BIA	13,096
1350	CDBG Grants	139,481
1351	CDBG Program Income	960
1360	Library Fund	17,105
1370	HOME Reuse	1,018,049
1372	Housing Trust	349,479
1373	Permanent Local Housing Allocatic	467,433
5552	Cap Hsg Succ- Program Income	2,019,688
Total Special Revenue Funds		\$ 7,412,484
TOTAL CITY CASH BALANCE		\$ 8,829,156

(1) July 25th balance does not include \$952,139 held in the OPEB Trust.


 Jamie Goldstein
 City Manager

9/8/25
 Date


 Jim Malberg
 Administrative Services Director

9/8/25
 Date

City Checks Issued July 25, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104401	07/25/2025			ADAMS ASHBY GROUP INC.	\$5,000.00
	Invoice	Date	Description		Amount
	7237	07/08/2025	General admin of CDBG - Community Center 1350 - CDBG Grants		\$5,000.00
104402	07/25/2025			AMAZON CAPITAL SERVICES	\$2,318.74
	Invoice	Date	Description		Amount
	1KRY-XJ4G-D44D	07/17/2025	Numbers stickers		\$21.82
	17J7-G9CT-YJY6	07/18/2025	Valve		\$64.40
	1LYC-YJTC-6RKX	07/21/2025	Work boots		\$125.64
	1MTQ-Q7DL-91H4	07/21/2025	Work gloves		\$245.17
	1W3Q-74FQ-HTDF	07/21/2025	Flushometer		\$321.27
	1VYM-G796-3YY7	07/14/2025	Camp Capitola supplies		\$174.37
	1Y4X-K61W-HVGK	07/21/2025	Camp Capitola supplies		\$103.76
	11N3-LHMH-7WPK	07/21/2025	Rec Sports supplies		\$181.94
	1D9D-HL49-G7FP	07/16/2025	Coffee Canister		\$27.30
	1D96-9DYN-V431	07/18/2025	Tactical Sport Headsets		\$417.72
	1L6G-FPRT-JL3N	07/21/2025	Dog Food Storage Container		\$32.63
	1LNP-GRGP-K3N9	07/17/2025	Pressboard Report Covers and Page Tabs		\$91.88
	1LQC-74P7-9RT1	07/18/2025	Lobby Chairs		\$221.51
	1M3R-WGYY-61VL	07/23/2025	Plant Stands		\$60.18
	1NMT-V4MV-4TLJ	07/23/2025	Electronic Earmuffs		\$50.72
	16CL-63HN-VF3Y	07/17/2025	Kitchen Supplies		\$178.43
104403	07/25/2025			APTOS LANDSCAPE SUPPLY INC.	\$111.77
	Invoice	Date	Description		Amount
	661076	07/10/2025	Peagravel, beach pebbles		\$111.77
104404	07/25/2025			AXON ENTERPRISE INC.	\$3,461.57
	Invoice	Date	Description		Amount
	INUS360077	07/09/2025	Camera Kit and Dorr Triggers 2212 - ISF - Equipment Replacement		\$3,461.57
104405	07/25/2025			BEAR ELECTRICAL SOLUTIONS, LLC	\$879.90
	Invoice	Date	Description		Amount
	27279	06/30/2025	June traffic signal maintenance services - response		\$233.10
	27147	06/30/2025	June traffic signal maintenance services - routine 1310 - Gas Tax		\$646.80

City Checks Issued July 25, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104406	07/25/2025			BELLOWS PLUMBING HEATING & AIR	\$4,724.00
	Invoice	Date	Description		Amount
	284256	07/09/2025	Plumbing diagnostic charge		\$298.00
	283891	07/02/2025	Plumbing diagnostic charge		\$447.00
	284034	07/08/2025	Reinstall old ejection pumps		\$1,775.00
	282818	07/03/2025	Repair work on PD restroom and pipes		\$2,204.00
		1000 - General Fund			\$2,204.00
		1311 - Wharf			\$2,520.00
104407	07/25/2025			BROPRINTS INC.	\$492.36
	Invoice	Date	Description		Amount
	21887	07/14/2025	Lifeguard Sweatpants		\$492.36
104408	07/25/2025			BURKE WILLIAMS AND SORENSEN LLP	\$33,191.45
	Invoice	Date	Description		Amount
	345517	06/30/2025	May Police Legal Services		\$233.08
	345518	06/30/2025	May Public Works Legal Services		\$2,080.00
	345519	06/30/2025	May Public Records Act Requests Services		\$16,868.91
	345521	06/30/2025	May Rent Control Ordinance		\$2,611.25
	345520	06/30/2025	May 1098 38th Street Legal Services		\$151.50
	345514	06/30/2025	May Labor and Employment Legal Services		\$1,715.00
	345515	06/30/2025	May City Attorney Services		\$9,141.71
	345516	06/30/2025	May Planning Legal Services		\$390.00
104409	07/25/2025			CA DEPARTMENT OF CONSERVATION	\$514.27
	Invoice	Date	Description		Amount
	CDC063025	06/30/2025	Apr - Jun strong motion & seismic hazard mapping fees		\$514.27
104410	07/25/2025			CA DEPARTMENT OF JUSTICE	\$98.00
	Invoice	Date	Description		Amount
	808305	04/03/2025	Fingerprinting		\$98.00
104411	07/25/2025			CALIFORNIA BUILDING STANDARDS COMMISSION	\$196.00
	Invoice	Date	Description		Amount
	CBSC063025	06/30/2025	Apr - Jun Building Standards Admin Fee		\$196.00
104412	07/25/2025			CAPITOLA BEACH FESTIVAL ASSOCIATION	\$5,000.00
	Invoice	Date	Description		Amount
	CBF071425	07/14/2025	Capitola Beach Festival Grant		\$5,000.00

City Checks Issued July 25, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104413	07/25/2025			CAPITOLA SELF STORAGE	\$1,773.00
	Invoice	Date	Description	Amount	
	78422	07/17/2025	Museum storage rental unit 1210	\$1,773.00	
104414	07/25/2025			CENTRAL COAST AUDIO & TINT	\$240.00
	Invoice	Date	Description	Amount	
	5637	06/26/2025	Front doors and back half tint 2020 Explorer	\$240.00	
104415	07/25/2025			CINTAS CORPORATION	\$354.66
	Invoice	Date	Description	Amount	
	5281617011	07/18/2025	Corp yard first aid supplies	\$8.23	
	5281617009	07/18/2025	City Hall first aid supplies	\$152.21	
	5281617008	07/18/2025	First Aid Replenishment	\$194.22	
104416	07/25/2025			COMMUNITY TELEVISION OF SANTA CRUZ COUNTY	\$1,403.00
	Invoice	Date	Description	Amount	
	3628	07/22/2025	June Planning Commision and City Council meeting footag	\$1,403.00	
104417	07/25/2025			CSG Consultants Inc.	\$8,899.00
	Invoice	Date	Description	Amount	
	B250806	07/01/2025	Building Plan Review Services thru 6.30.25	\$882.00	
	61949	07/15/2025	Building Inspector Services	\$8,017.00	
104418	07/25/2025			CSW-STUBER-STROEH ENGINEERING GROUP INC	\$48,166.55
	Invoice	Date	Description	Amount	
	2507009	07/18/2025	Cliff Drive Resiliency Project Services thru 6.30.25	\$46,366.55	
	2506124	06/30/2025	Stockton Ave Bridge Debris Mitigation	\$1,800.00	
			1200 - Capital Improvement Fund		
104419	07/25/2025			CURTIS BLUE LINE	\$822.36
	Invoice	Date	Description	Amount	
	INV967176	07/10/2025	Voice Projection Unit and Canister Mount Plug Tool	\$822.36	
			1300 - SLESF - Supl Law Enfc		

City Checks Issued July 25, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104420	07/25/2025			D & G SANITATION	\$1,549.49
	Invoice	Date	Description		Amount
	314297	06/30/2025	Skate park hand wash station, portable toilets		\$504.93
	314815	07/09/2025	Wharf portable toilets		\$785.50
	314298	06/30/2025	Lower parking lot portable toilet rental		\$259.06
		1000 - General Fund		\$763.99	
		1311 - Wharf		\$785.50	
104421	07/25/2025			DUDEK	\$450.00
	Invoice	Date	Description		Amount
	202505043	07/02/2025	#25-0231 4820 Opal Cliff Dr Project Services		\$450.00
104422	07/25/2025			ESMERALDA GONZALEZ	\$146.64
	Invoice	Date	Description		Amount
	EG072325	07/23/2025	Kitchen items, cleaning products reimbursement		\$146.64
104423	07/25/2025			EWING IRRIGATION	\$1,653.36
	Invoice	Date	Description		Amount
	26404308	06/11/2025	Bucket, sickle knife, rain dial, spray gun, sod knife, hat		\$478.60
	26476236	06/17/2025	Bucket, couplings, PVC pipes & adapters, cement, primer, i		\$288.33
	26803174	07/10/2025	Wheel line chalker		\$759.47
	26803284	07/10/2025	Buckets (10), toppers (6)		\$126.96
104424	07/25/2025			GRAINGER	\$77.74
	Invoice	Date	Description		Amount
	9563731216	07/07/2025	Floor cleaner		\$77.74
		1311 - Wharf			
104425	07/25/2025			HD SUPPLY FORMERLY HOME DEPOT PRO	\$2,984.77
	Invoice	Date	Description		Amount
	873953046	07/15/2025	Cleaning supplies		\$2,793.31
	874133663	07/15/2025	Oil absorbant		\$191.46
104426	07/25/2025			HEALTH EDUCATION SERVICES	\$129.73
	Invoice	Date	Description		Amount
	31451	07/17/2025	Smart Pads Cartridge		\$129.73

City Checks Issued July 25, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104427	07/25/2025			HOME DEPOT CREDIT SERVICES	\$5,956.37
	Invoice	Date	Description		Amount
	9633670	07/01/2025	Staple gun, staples		\$37.18
	7623379	06/23/2025	Red paint, brushes, tray liner, face shield, trim line		\$212.43
	3634420	07/07/2025	Push broom		\$65.62
	1522402	07/09/2025	Epoxy, adhesive, drill bits		\$104.78
	3631876	06/17/2025	Paint, paint rollers, paint trays, tray liners		\$208.50
	7060314	07/03/2025	Paint		\$145.91
	1014825	07/09/2025	Threaded rod, adhesive, hex nuts, washers		\$34.76
	9013836	07/01/2025	Organizer, tool box, misc tools, hi-vis tape, utility knife, pen		\$394.85
	4620668	07/06/2025	Conduit straps		\$5.28
	2522222	07/08/2025	Bucket, coupling, nozzles, screws, hose reel, pushbroom, r		\$219.77
	3041280	07/17/2025	Door stop (2)		\$16.71
	6635438	07/14/2025	Push broom, cable ties, scrapers, painters tape		\$100.53
	3611149	07/17/2025	Buckets		\$107.07
	4441239	07/16/2025	Tool box		\$943.92
	4621428	07/16/2025	Tool box		\$943.92
	6510141	07/14/2025	Flap discs, saw blades, pad		\$172.96
	6523500	07/14/2025	Flap discs, sakrete play sand, grinder		\$195.59
	6622199	07/14/2025	Work tools		\$99.24
	7610588	07/13/2025	Wire cord, power outlet, rubber clamps		\$41.30
	9621586	07/11/2025	Washers, hex nuts, threadlockers		\$110.11
	7635835	05/14/2025	Concrete mix, sponge, lumber		\$48.01
	8620346	05/13/2025	Chisel sets		\$121.96
	8635670	05/13/2025	Fiberglass pipes, pvc supplies, brushes		\$246.87
	8819463	05/13/2025	Clear poly sheeting		\$138.75
	2044054	05/09/2025	Thread compound, tape, plugs		\$30.21
	4521707	05/07/2025	Hole punch, cable ties, signs		\$64.02
	1644019	04/30/2025	Sander set, square compacts		\$219.32
	2051061	04/29/2025	Hex bolts		\$57.76
	2622487	04/29/2025	Hex bolts, washers, hex nuts		\$173.21
	6621775	04/25/2025	Deep organizer		\$142.28
	3514843	04/18/2025	Nozzle, wrench, masks		\$31.61
	4620281	04/17/2025	Shovels, straps		\$262.47
	6222822	04/15/2025	Fuel stubby wrench		\$217.91
	7523645	04/14/2025	Nut driver		\$32.82
	2613528	04/09/2025	Rubber tie down		\$8.74

City Checks Issued July 25, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104428	07/25/2025			HOSE SHOP	\$755.63
	Invoice	Date	Description		Amount
	467440	07/18/2025	Tough cover hose, hose assembly, crimp fittings		\$284.96
	467370	07/16/2025	Hoses, crimp fittings, t-bolt clamps		\$470.67
104429	07/25/2025			HYDROSCIENCE ENGINEERS INC.	\$851.25
	Invoice	Date	Description		Amount
	331021006	07/01/2025	#15-029 2091 Wharf Road Stormwater Review		\$851.25
104430	07/25/2025			JULIA GAUTHO	\$102.68
	Invoice	Date	Description		Amount
	JG072325	07/11/2025	Office Candy Reimbursement		\$102.68
104431	07/25/2025			KIMLEY HORN AND ASSOCIATES INC	\$3,600.00
	Invoice	Date	Description		Amount
	32625242	06/30/2025	Bay Ave / Hill St intersection analysis services through 6.3C 1200 - Capital Improvement Fund		\$3,600.00
104432	07/25/2025			KOINONIA CONFERENCE GROUNDS	\$520.00
	Invoice	Date	Description		Amount
	KCG071525	07/15/2025	Redwood Ops Laser Tag		\$520.00
104433	07/25/2025			LABORMAX STAFFING	\$4,179.60
	Invoice	Date	Description		Amount
	26-456145	07/18/2025	Public works seasonal labor 7/14 - 7/18/25		\$4,179.60
104434	07/25/2025			LEHR AUTO ELECTRIC & EMERGENCY EQUIPMENT	\$3,948.66
	Invoice	Date	Description		Amount
	SI121302	07/15/2025	K-9 Vehicle Parts		\$3,948.66
104435	07/25/2025			LEO MORENO	\$1,576.00
	Invoice	Date	Description		Amount
	LM071125	07/11/2025	POST Management School Travel Reimbursement		\$1,576.00

City Checks Issued July 25, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104436	07/25/2025			LEWIS TREE SERVICE INC.	\$13,000.00
	Invoice	Date	Description		Amount
	919723158	07/07/2025	City Hall Parking Lot Tree Pruning		\$13,000.00
104437	07/25/2025			LINDE GAS & EQUIPMENT INC.	\$576.26
	Invoice	Date	Description		Amount
	51011523	07/22/2025	Acetylene rental		\$200.85
	51071524	07/22/2025	Stargold		\$375.41
104438	07/25/2025			LLOYD'S TIRE AND AUTO	\$685.15
	Invoice	Date	Description		Amount
	225173	07/17/2025	Tires 2014 F-250		\$685.15
104439	07/25/2025			MID COUNTY AUTO SUPPLY	\$75.59
	Invoice	Date	Description		Amount
	M-3047169	07/17/2025	Valve cover set		\$51.58
	M-3048539	07/18/2025	Lift Support		\$24.01
104440	07/25/2025			MISSION LINEN SUPPLY	\$77.98
	Invoice	Date	Description		Amount
	524245613	07/21/2025	Community Center mop and mat service		\$77.98
104441	07/25/2025			MISSION PRINTERS	\$399.20
	Invoice	Date	Description		Amount
	67439	07/23/2025	Windowed envelopes		\$399.20
			2210 - ISF - Stores Fund		
104442	07/25/2025			MONTEREY BAY AIR RESOURCES DISTRICT	\$5,802.00
	Invoice	Date	Description		Amount
	0004431	07/14/2025	Per Capita Assessment FY25/26		\$5,802.00
104443	07/25/2025			MONTEREY BAY CAST STONE	\$2,469.38
	Invoice	Date	Description		Amount
	1259	07/07/2025	Concrete memorial bench supports (3)		\$2,469.38

City Checks Issued July 25, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104444	07/25/2025			NATURAL MOTION LLC	\$1,943.63
	Invoice	Date	Description		Amount
	2982	06/16/2025	Embroidered patches, hats		\$1,549.43
	3004	07/01/2025	Lifeguard Tower Sticker		\$394.20
104445	07/25/2025			NEW PIG CORPORATION	\$673.24
	Invoice	Date	Description		Amount
	4429038	07/14/2025	Loose absorbent (20)		\$673.24
104446	07/25/2025			NORTH BAY FORD	\$645.96
	Invoice	Date	Description		Amount
	296244	07/15/2025	Compressor assembly, valve assembly		\$609.26
	296245	07/15/2025	Windshield washer hose		\$36.70
104447	07/25/2025			O'REILLY AUTO PARTS	\$98.86
	Invoice	Date	Description		Amount
	2763-135295	07/17/2025	Ignition coil, spark plugs (8)		\$98.86
104448	07/25/2025			OLIVE SPRINGS QUARRY INC.	\$227.80
	Invoice	Date	Description		Amount
	157700	07/21/2025	1/2 MM MHA		\$227.80
104449	07/25/2025			OUTDOOR SUPPLY HARDWARE	\$629.36
	Invoice	Date	Description		Amount
	538	07/18/2025	Compact measuring tool, chalk		\$56.79
	492	06/17/2025	Paint, rags		\$164.17
	515	07/03/2025	Duck tape		\$6.22
	520	07/09/2025	Drill bit		\$74.28
	530	07/12/2025	Fender washers		\$33.41
	521	07/10/2025	Hex screws		\$39.32
	489	06/16/2025	Turtle wax		\$8.29
	540	07/19/2025	Hex screw, socket adapter		\$42.59
	534	07/17/2025	Surge protector, drill		\$204.29
			1000 - General Fund		\$548.34
			1311 - Wharf		\$81.02

City Checks Issued July 25, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104450	07/25/2025			PACIFIC GAS & ELECTRIC	\$2,630.91
	Invoice	Date	Description		Amount
	PGE071325-acct5	07/13/2025	July Pacific Cove parking lot utilities		\$2,630.91
104451	07/25/2025			PALACE BUSINESS SOLUTIONS	\$42.51
	Invoice	Date	Description		Amount
	2440905-0	07/16/2025	Copier paper		\$42.51
104452	07/25/2025			SANTA CRUZ AUTO PARTS INC.	\$320.77
	Invoice	Date	Description		Amount
	524341	07/15/2025	Mix		\$21.94
	524340	07/15/2025	Paint supplies		\$36.23
	524472	07/16/2025	Oil filters, sand disc, chemtool, air filters		\$262.60
104453	07/25/2025			SANTA CRUZ MUNICIPAL UTILITIES	\$546.47
	Invoice	Date	Description		Amount
	SCMU070925	07/09/2025	June water service for medians		\$546.47
104454	07/25/2025			SECURE SOLUTIONS	\$8,112.50
	Invoice	Date	Description		Amount
	001769	06/21/2025	Police Officer Candidate Background Investigation		\$2,682.70
	001782	06/21/2025	Police Officer Candidate Background Investigation		\$2,719.80
	001776	06/21/2025	Police Officer Candidate Background Investigation		\$2,710.00
104455	07/25/2025			SERVPRO OF PALO ALTO	\$970.75
	Invoice	Date	Description		Amount
	5464	07/11/2025	Bio Remediation for 181 on 6/11/2025		\$970.75

City Checks Issued July 25, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104456	07/25/2025			SOQUEL CREEK WATER DISTRICT	\$40,415.75
	Invoice	Date	Description		Amount
	06-14476-0071425	07/14/2025	06-14476-00 430 Kennedy Drive water service		\$172.13
	10-16317-0071425	07/14/2025	10-16317-00 420 Capitola Ave. water		\$248.40
	10-16315-0071425	07/14/2025	10-16315-00 504 Beulah Dr. water		\$57.43
	10-16316-0071425	07/14/2025	10-16316-00 426 Capitola Ave. water		\$105.03
	08-15299-0071425	07/14/2025	08-15299-00 Monterey Ave. water		\$247.40
	08-15562-0071425	07/14/2025	08-15562-00 Cliff and Fairview water service		\$90.10
	09-15964-0071425	07/14/2025	09-15964-00 Monterey Ave. Esplanade water		\$3,758.94
	13-10919-0071425	07/14/2025	13-10919-00 2000 Wharf Road water service		\$135.43
	42-14952-0063025	06/30/2025	42-14952 Cortez Park irrigation		\$1,938.92
	42-15297-0063025	06/30/2025	42-15297-00 426 Capitola Ave irrigation		\$641.66
	42-15969-0063025	06/30/2025	42-15969-00 Lawn Way irrigation		\$1,808.89
	42-16122-0063025	06/30/2025	42-16122-00 Esplanade fountain irrigation		\$287.73
	42-10504-0063025	06/30/2025	42-10504-00 Cliff Drive irrigation		\$280.82
	42-11090-0063025	06/30/2025	42-11090-01 Capitola Road irrigation		\$641.66
	42-11467-0063025	06/30/2025	42-11467-00 Jade Street park irrigation		\$14,512.62
	42-11517-0063025	06/30/2025	42-11517-00 41st Avenue irrigation		\$641.66
	42-14404-0063025	06/30/2025	42-14404-00 Monterey Ave. Nobel Gulch Park irrigation		\$1,065.37
	42-16130-0063025	06/30/2025	42-16130-00 Wharf Road irrigation		\$280.82
	42-16136-0063025	06/30/2025	42-16136-00 1400 Wharf Road irrigation		\$1,554.48
	42-16407-0063025	06/30/2025	42-16407-00 Bay Ave. irrigation		\$280.82
	13-10919-0063025	06/30/2025	13-10919-00 2000 Wharf Road water service		\$90.24
	34-18508-0063025	06/30/2025	34-18508-00 1510 McGregor Drive water service		\$139.78
	42-14431-0063025	06/30/2025	42-14431-00 Monterey Ave irrigation		\$10,873.78
	42-17688-0063025	06/30/2025	42-17688-00 Lawn Way irrigation 2		\$280.82
	42-18238-0063025	06/30/2025	42-18238-00 Capitola Road irrigation		\$280.82
			1000 - General Fund		\$38,861.27
			1311 - Wharf		\$1,554.48
104457	07/25/2025			STAPLES ADVANTAGE	\$161.53
	Invoice	Date	Description		Amount
	6037306043	07/19/2025	Cups and Utensils		\$161.53
104458	07/25/2025			STREAMLINE PUBLISHING INC	\$825.00
	Invoice	Date	Description		Amount
	INV23905	07/21/2025	Plein Air Advertising		\$825.00

City Checks Issued July 25, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104459	07/25/2025			SUMMIT UNIFORMS	\$465.94
	Invoice	Date	Description		Amount
	29557	07/12/2025	Uniform Shirt and Pants		\$345.63
	29340	07/07/2025	Magazine Pouch		\$120.31
104460	07/25/2025			TARGET SPECIALTY PRODUCTS	\$243.84
	Invoice	Date	Description		Amount
	INVP501895639	07/07/2025	Burrow Rx Smoke Oil (12)		\$243.84
104461	07/25/2025			VERDE DESIGN INC	\$3,555.00
	Invoice	Date	Description		Amount
	1-2300302	07/03/2025	Jade St Park - Treasure Cove Playground		\$3,555.00
			1200 - Capital Improvement Fund		
104462	07/25/2025			VITALE TREE CARE INC	\$1,152.00
	Invoice	Date	Description		Amount
	2239	06/22/2025	Tree services		\$1,152.00
104463	07/25/2025			WATSONVILLE FORD	\$58,233.68
	Invoice	Date	Description		Amount
	WF11907-071725	07/18/2025	2025 Ford Command Vehicle		\$58,233.68
			2212 - ISF - Equipment Replacement		
104464	07/25/2025			WELLS FARGO BANK	\$1,137.86
	Invoice	Date	Description		Amount
	WF071125	07/11/2025	June Client Analysis Charges		\$1,137.86
104465	07/25/2025			38TH AVENUE HOME OWNERS ASSOCIATION	\$500.00
	Invoice	Date	Description		Amount
	AHOA071425	07/14/2025	#24-0436 Tree Deposit Refund		\$500.00

City Checks Issued July 25, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104466	07/25/2025			ADAM GARCIA	\$116.00
	Invoice	Date	Description		Amount
	AG072125	07/21/2025	Camp Capitola Refund		\$116.00
104467	07/25/2025			CARLA HILL	\$286.00
	Invoice	Date	Description		Amount
	CH072125	07/21/2025	Junior Guards Refund		\$286.00
104468	07/25/2025			HANNAH HARINGER	\$390.00
	Invoice	Date	Description		Amount
	HH072125	07/21/2025	Camp Capitola Refund		\$390.00
104469	07/25/2025			LACY CARUTHERS	\$85.00
	Invoice	Date	Description		Amount
	LC072125	07/21/2025	Camp Capitola Refund		\$85.00
104470	07/25/2025			MARK SANDMAN	\$203.00
	Invoice	Date	Description		Amount
	MS072125	07/21/2025	Junior Guards Refund		\$203.00
Type Check Totals:					\$293,827.47
SCCB - SCCB Payroll					
<u>EFT</u>					
1496	07/23/2025			INTERNAL REVENUE SERVICE	\$15.33
	Invoice	Date	Description		Amount
	430158840	07/22/2025	Federal taxes & Medicare employee final check		\$15.33
1001 - Payroll Payables					
Type EFT Totals:					\$15.33
Checks					70
					\$293,827.47
EFTs					0
					\$0.00
All					70
					\$293,827.47
Payroll Totals					
Checks					1
					\$428.84
EFTs					154
					\$305,289.00
All					155
					\$305,717.84
Grand Totals:					
Checks					71
					\$294,256.31
EFTs					154
					\$305,289.00
All					225
					\$599,545.31

Cash Position – City of Capitola

August 1, 2025


City main account checks dated August 1, 2025, numbered 104471 to 104515 totaling \$185,974.03, 15 payroll checks totaling \$32,025.56, and 9 payroll EFTs totaling \$3,127,883.76 for a grand total of \$3,345,883.76, have been reviewed and authorized for distribution by the City Manager.

As of August 1, 2025, the unaudited cash balance is \$6,366,950.


CASH BALANCE August 1, 2025

Fund	Description	Ending Balance
1000	General Fund	\$ (6,631,785)
1001	Payroll Payables	12,159
Total General Funds		\$ (6,619,626)
1010	Contingency Reserve	\$ 2,364,346
1015	PERS Contingency Fund	1,662,822
1020	Emergency Reserve	1,631,506
1025	Facilities Reserve Fund	282,714
Total Reserve Funds		\$ 5,941,387
1200	Capital Improvement Fund	\$ (666,347)
2210	ISF - Stores Fund	\$ 53,837
2211	ISF - Information Technology	422,635
2212	ISF - Equipment Replacement	243,474
2213	ISF - Self-Insurance Liability	(298,357)
2214	ISF - Workers Compensation	18,749
2216	ISF - Compensated Absences	(112,724)
Total Internal Service Funds		\$ 327,614
TOTAL AVAILABLE GENERAL FUNDS		\$ (1,016,972)
1300	SLESF - Supl Law Enfc	\$ 200,225
1305	Restricted TOT	81,385
1308	SB1 Road Maint. & Rehab.	814,077
1309	RTC Streets	944,731
1310	Gas Tax	371,313
1311	Wharf	81,817
1313	General Plan Update and Maint	325,375
1314	Green Building Education	279,976
1315	Public Art Fee Fund	120,200
1316	Parking Reserve Fund	737
1317	Technology Fee Fund	108,224
1320	PEG - Public Education and Govt	66,059
1321	BIA - Capitola Village-Wharf BIA	13,096
1350	CDBG Grants	101,738
1351	CDBG Program Income	960
1360	Library Fund	17,105
1370	HOME Reuse	1,018,049
1372	Housing Trust	351,734
1373	Permanent Local Housing Allocatic	467,433
5552	Cap Hsg Succ- Program Income	2,019,688
Total Special Revenue Funds		\$ 7,383,922
TOTAL CITY CASH BALANCE		\$ 6,366,950

(1) August 1st balance does not include \$952,139 held in the OPEB Trust.



Jamie Goldstein
City Manager



Date

 9/5/25
Jim Malberg Date
Administrative Services Director

City Checks Issued August 1, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108382	07/31/2025			STACEY NUSSABAUM	\$395.50
	Invoice	Date	Description		Amount
	SN110524	11/05/2024	Plein Air Artist Sales		\$395.50
Type Check Totals:					\$395.50
SCCB - SCCB Main					
<u>Check</u>					
104471	08/01/2025			A-LOCKSMITH-CRAIG	\$114.00
	Invoice	Date	Description		Amount
	13782	07/23/2025	Locksmith services		\$114.00
104472	08/01/2025			AGILE OCCUPATIONAL MEDICINE, PC	\$455.00
	Invoice	Date	Description		Amount
	EM048994	07/18/2025	New employee testing & exams		\$455.00
104473	08/01/2025			AMAZON CAPITAL SERVICES	\$410.10
	Invoice	Date	Description		Amount
	1Q7J-H1XC-7TGP	07/24/2025	Printer paper		\$48.06
	164K-3Q7G-7T6F	07/24/2025	HVAC Scale		\$68.82
	1GX9-Q9PP-DDPM	07/24/2025	iPhone case		\$28.38
	1TT1-TVYM-N7RM	07/25/2025	Coffee		\$17.27
	1Q6R-XK4J-FHCQ	07/28/2025	Air freshener spray		\$26.21
	1TGH-DTRJ-799Q	07/23/2025	Camp Capitola supplies		\$221.36
		1000 - General Fund		\$381.72	
		2211 - ISF - Information Technology		\$28.38	
104474	08/01/2025			APTOS LANDSCAPE SUPPLY INC.	\$565.02
	Invoice	Date	Description		Amount
	661961	07/23/2025	Sod mix, top soil		\$565.02
104475	08/01/2025			B & B SMALL ENGINE REPAIR	\$137.63
	Invoice	Date	Description		Amount
	67156	07/29/2025	Bearing housing, steel wire mesh		\$137.63
104476	08/01/2025			BELLOWS PLUMBING HEATING & AIR	\$717.00
	Invoice	Date	Description		Amount
	284227	07/25/2025	Wharf Bathrooms Maintenance		\$717.00
		1311 - Wharf			
104477	08/01/2025			BIOBAG AMERICAS INC.	\$2,523.68
	Invoice	Date	Description		Amount
	INV512857	07/24/2025	Dog waste bags		\$2,523.68

City Checks Issued August 1, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104478	08/01/2025			CENTRAL COAST AUDIO & TINT	\$560.00
	Invoice	Date	Description	Amount	
	5846	07/16/2025	Tint	\$560.00	
104479	08/01/2025			CLARK SERVICES	\$4,220.00
	Invoice	Date	Description	Amount	
	18526	07/23/2025	FY25/26 Village Sidewalk Cleaning	\$4,220.00	
104480	08/01/2025			CODE PUBLISHING COMPANY	\$1,856.50
	Invoice	Date	Description	Amount	
	GCI0018031	07/29/2025	Municipal code web update	\$1,856.50	
104481	08/01/2025			COMMUNITY BRIDGES	\$37,743.27
	Invoice	Date	Description	Amount	
	CB063025	06/30/2025	21-CDBG-NH-20009 Meals on Wheels Apr-Jun	\$37,743.27	
			1350 - CDBG Grants		
104482	08/01/2025			COTTON, SHIRES AND ASSOCIATES, INC.	\$4,700.00
	Invoice	Date	Description	Amount	
	625033	06/05/2025	#25-0231 4820 Opal Cliff Dr Project Services	\$4,700.00	
104483	08/01/2025			DANIEL P CALLNON	\$1,250.00
	Invoice	Date	Description	Amount	
	DC082025	08/20/2025	Twilight Concert 8.20.25	\$1,250.00	
104484	08/01/2025			DELL MARKETING LP	\$5,619.45
	Invoice	Date	Description	Amount	
	10826765147	07/22/2025	Laptops (3)	\$5,619.45	
			2211 - ISF - Information Technology		
104485	08/01/2025			DELTA WIRES	\$1,250.00
	Invoice	Date	Description	Amount	
	DW080625	08/06/2025	Twilight Concert 8.6.25	\$1,250.00	
104486	08/01/2025			DIAMOND D COMPANY	\$30,991.00
	Invoice	Date	Description	Amount	
	NOC073025	07/30/2025	Upper Village Parking Lot Sidewalk Improvements	\$30,991.00	
			1200 - Capital Improvement Fund	\$18,500.00	
			1310 - Gas Tax	\$12,491.00	

City Checks Issued August 1, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104487	08/01/2025			DOUGLAS GREENFIELD	\$800.00
	Invoice	Date	Description		Amount
	DG080825	08/08/2025	Food Truck Friday Performance 8.8.25		\$800.00
104488	08/01/2025			EXCEEDIO	\$10,399.33
	Invoice	Date	Description		Amount
	17662	08/01/2025	August IT services		\$10,094.52
	17625	08/01/2025	August Jade Street IT Services		\$304.81
			2211 - ISF - Information Technology		
104489	08/01/2025			HD SUPPLY FORMERLY HOME DEPOT PRO	\$3,280.92
	Invoice	Date	Description		Amount
	875304743	07/23/2025	Cleaning supplies		\$3,280.92
104490	08/01/2025			HINDERLITER DELLAMAS AND ASSOCIATES	\$1,447.61
	Invoice	Date	Description		Amount
	SIN052237	06/30/2025	June TOT and STR admin fees		\$1,447.61
104491	08/01/2025			HOSE SHOP	\$251.31
	Invoice	Date	Description		Amount
	467498	07/22/2025	Hex plug		\$8.22
	467541	07/23/2025	Adapters		\$243.09
104492	08/01/2025			INTERSTATE TRAFFIC CONTROL PRODUCTS	\$1,610.00
	Invoice	Date	Description		Amount
	271130	07/28/2025	Signs		\$160.78
	271131	07/28/2025	Barricades		\$1,449.22
104493	08/01/2025			JAIME PONCIANO	\$238.76
	Invoice	Date	Description		Amount
	JP071825	07/18/2025	FTO School Travel Reimbursement (POST)		\$238.76
104494	08/01/2025			KBA Document Solutions LLC	\$871.03
	Invoice	Date	Description		Amount
	55Y1546532	07/23/2025	City Hall copier usage charges		\$104.82
	55Y1546895	07/23/2025	Recreation Copier Toner		\$548.40
	55Y1547006	07/23/2025	City Hall copier usage charges		\$217.81
			1000 - General Fund		\$548.40
			2211 - ISF - Information Technology		\$322.63

City Checks Issued August 1, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104495	08/01/2025			KIMLEY HORN AND ASSOCIATES INC	\$3,315.00
	Invoice	Date	Description		Amount
	32484349	06/30/2025	41st Avenue Multimodal Corridor Improvements tr		\$3,315.00
			1200 - Capital Improvement Fund		
104496	08/01/2025			LABORMAX STAFFING	\$3,381.06
	Invoice	Date	Description		Amount
	26-457302	07/25/2025	Public works seasonal labor 7/19 - 7/25/25		\$3,381.06
104497	08/01/2025			LLOYD'S TIRE AND AUTO	\$1,065.42
	Invoice	Date	Description		Amount
	225230	07/23/2025	Tires, tire services		\$469.11
	225209	07/21/2025	Tires, tire services		\$596.31
104498	08/01/2025			McMASTER-CARR SUPPLY COMPANY	\$596.02
	Invoice	Date	Description		Amount
	49300648	07/24/2025	Spray nozzles, rings		\$324.36
	49373525	07/25/2025	Roller chains		\$271.66
104499	08/01/2025			MISSION LINEN SUPPLY	\$557.94
	Invoice	Date	Description		Amount
	524266686	07/23/2025	Fleet towels, uniform cleaning		\$76.48
	524266700	07/23/2025	Fleet towels, uniform cleaning		\$136.56
	524271884	07/23/2025	Fleet towels, uniform cleaning		\$55.72
	524271885	07/23/2025	Corp. Yard linen service		\$136.96
	524310450	07/30/2025	Corp. Yard linen service		\$96.50
	524310449	07/30/2025	Fleet towels, uniform cleaning		\$55.72
104500	08/01/2025			O'REILLY AUTO PARTS	\$183.43
	Invoice	Date	Description		Amount
	2763-135707	07/18/2025	Oil filter, air filter, micro belt, wire set, spark plug		\$183.43
104501	08/01/2025			ORIGINAL WATERMEN	\$1,923.13
	Invoice	Date	Description		Amount
	99498	07/21/2025	Lifeguard jackets		\$1,923.13
104502	08/01/2025			OUTDOOR SUPPLY HARDWARE	\$267.36
	Invoice	Date	Description		Amount
	7610588	07/13/2025	Power outlet, clamp, dryer		\$41.30
	548	07/24/2025	Bulk Fasteners		\$84.08
	518	07/08/2025	Garden sprayer		\$20.75
	B62583	07/23/2025	Palm queen, wrench set		\$121.23

City Checks Issued August 1, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104503	08/01/2025			PACIFIC GAS & ELECTRIC	\$16,173.23
	Invoice	Date	Description		Amount
	PGE072225-acct9	07/22/2025	July Monthly utilities		\$16,173.23
			1000 - General Fund		\$6,819.85
			1300 - SLESF - Supl Law Enfc		\$103.30
			1310 - Gas Tax		\$8,222.77
			1311 - Wharf		\$1,027.31
104504	08/01/2025			PITNEY BOWES	\$214.99
	Invoice	Date	Description		Amount
	PB072025	07/20/2025	City Hall postage meter rental		\$214.99
			2210 - ISF - Stores Fund		
104505	08/01/2025			SANTA CRUZ AUTO PARTS INC.	\$371.58
	Invoice	Date	Description		Amount
	524340-2	07/15/2025	Feather fill gray, reducer, spray gun - remaining b:		\$371.58
104506	08/01/2025			SPECTRUM BUSINESS	\$3,785.51
	Invoice	Date	Description		Amount
	170005701072125	07/21/2025	August internet service		\$3,785.51
			1000 - General Fund		\$1,578.07
			2211 - ISF - Information Technology		\$2,207.44
104507	08/01/2025			STOP COMPANY	\$322.64
	Invoice	Date	Description		Amount
	1805	07/22/2025	Road closed signs		\$322.64
104508	08/01/2025			SWA GROUP INC	\$34,658.10
	Invoice	Date	Description		Amount
	205472	07/16/2025	41st Avenue Corridor Study Services through 6.30		\$34,658.10
			1313 - General Plan Update and Maint		
104509	08/01/2025			T MOBILE	\$403.20
	Invoice	Date	Description		Amount
	TM072025	07/20/2025	July cell phone usage - acct # 947590665		\$403.20
104510	08/01/2025			THE PEELERS BAND	\$1,250.00
	Invoice	Date	Description		Amount
	TR082725	08/27/2025	Twilight Concert 8.27.25		\$1,250.00

City Checks Issued August 1, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104511	08/01/2025			TPX COMMUNICATIONS	\$1,899.89
	Invoice	Date	Description		Amount
	186473665-0	07/23/2025	July phone service		\$1,899.89
			1000 - General Fund		\$992.53
			2211 - ISF - Information Technology		\$907.36
104512	08/01/2025			VERIZON WIRELESS	\$2,834.42
	Invoice	Date	Description		Amount
	6118204901	07/10/2025	July telephone charges		\$2,834.42
104513	08/01/2025			BOARDWALK BOWL	\$112.00
	Invoice	Date	Description		Amount
	BB071825	07/18/2025	32 Bowling games		\$112.00
104514	08/01/2025			CARRIE MAY	\$167.00
	Invoice	Date	Description		Amount
	CM073025	07/30/2025	Recreation Class Refund		\$167.00
104515	08/01/2025			VANESSA YOUNG	\$85.00
	Invoice	Date	Description		Amount
	VY072825	07/28/2025	Capitola Recreation Refund		\$85.00
Type Check Totals:					\$185,578.53
SCCB - SCCB Payroll					
<u>Check</u>					
7169	08/01/2025			AFLAC	\$1,589.46
	Invoice	Date	Description		Amount
	766952	07/25/2025	July supplemental insurance		\$1,589.46
			1001 - Payroll Payables		
7170	08/01/2025			BENEFIT COORDINATORS CORP.	\$5,854.70
	Invoice	Date	Description		Amount
	B0JLRS	07/01/2025	July dental & vision insurance		\$5,854.70
			1001 - Payroll Payables		
7171	08/01/2025			CAPITOLA PEACE OFFICERS ASSOCIATION	\$853.00
	Invoice	Date	Description		Amount
	POA072525	07/25/2025	POA & gym dues PPE 7/19/25		\$853.00
			1001 - Payroll Payables		

City Checks Issued August 1, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
7172	08/01/2025			LIUNA PENSION FUND	\$1,120.00
	Invoice	Date	Description		Amount
	FZ2222	07/25/2025	LIUNA pension dues - July		\$1,120.00
			1001 - Payroll Payables		
7173	08/01/2025			UNITED WAY OF SANTA CRUZ COUNTY	\$20.00
	Invoice	Date	Description		Amount
	UW073125	07/25/2025	July United Way contributions		\$20.00
			1001 - Payroll Payables		
7174	08/01/2025			US BANK PARS Acct 6746022400	\$7,689.46
	Invoice	Date	Description		Amount
	PARS072525	07/25/2025	PARS contributions PPE 7/19/25		\$7,689.46
			1001 - Payroll Payables		
Type Check Totals:					\$17,126.62
<u>EFT</u>					
1498	08/01/2025			CalPERS Health Insurance	\$87,114.09
	Invoice	Date	Description		Amount
	1002965598	07/14/2025	August Health Insurance		\$87,114.09
			1000 - General Fund		\$4,034.37
			1001 - Payroll Payables		\$83,079.72
1499	07/28/2025			CalPERS Member Services Division	\$67,871.80
	Invoice	Date	Description		Amount
	1002964494-7	07/25/2025	PERS contributions PPE 7/19/25		\$67,871.80
			1000 - General Fund		\$0.03
			1001 - Payroll Payables		\$67,871.77
1500	07/28/2025			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$11,525.59
	Invoice	Date	Description		Amount
	1-072-822-160	07/25/2025	State tax PPE 7/19/25		\$11,525.59
			1001 - Payroll Payables		
1501	07/28/2025			INTERNAL REVENUE SERVICE	\$51,024.37
	Invoice	Date	Description		Amount
	44255593	07/25/2025	Federal taxes & Medicare PPE 7/19/25		\$51,024.37
			1001 - Payroll Payables		

City Checks Issued August 1, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
1502	07/28/2025			STATE DISBURSEMENT UNIT	\$1,197.67
	Invoice	Date	Description		Amount
	53219925	07/25/2025	Employee garnishments PPE 7/19/25		\$1,197.67
			1001 - Payroll Payables		
1503	07/28/2025			VOYA FINANCIAL	\$11,988.30
	Invoice	Date	Description		Amount
	VOYA072525	07/25/2025	Employee 457 contributions PPE 7/19/25		\$11,988.30
			1001 - Payroll Payables		
1504	07/30/2025			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$461.42
	Invoice	Date	Description		Amount
	1-985-392-528	07/29/2025	State tax employee final check		\$461.42
			1001 - Payroll Payables		
1505	07/30/2025			INTERNAL REVENUE SERVICE	\$1,314.52
	Invoice	Date	Description		Amount
	41724167	07/29/2025	Federal taxes & Medicare employee final check		\$1,314.52
			1001 - Payroll Payables		
1506	07/30/2025			CalPERS Fiscal Services Division	\$2,895,386.00
	Invoice	Date	Description		Amount
	1002967284-7	07/01/2025	FY25/26 PERS UAL prepayment		\$2,895,386.00
Type EFT Totals:					\$3,127,883.76
Checks					46
					\$185,974.03
EFTs					0
					\$0.00
All					46
					\$185,974.03
Payroll Totals					
Checks					15
					\$32,025.56
EFTs					9
					\$3,127,883.76
All					24
					\$3,159,909.32
Grand Totals:					
Checks					61
					\$217,999.59
EFTs					9
					\$3,127,883.76
All					70
					\$3,345,883.35

Cash Position – City of Capitola

August 8, 2025

City main account checks dated August 8, 2025, numbered 104516 to 104593 totaling \$186,818.88, 4 payroll checks totaling \$2,318.02, and 149 payroll EFTs totaling \$301,307.64 for a grand total of \$490,444.54, have been reviewed and authorized for distribution by the City Manager.

As of August 8, 2025, the unaudited cash balance is \$5,942,277.

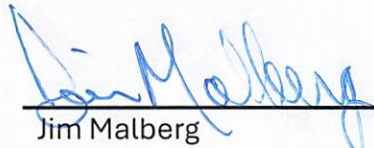
CASH BALANCE August 8, 2025

Fund	Description	Ending Balance
1000	General Fund	\$ (7,236,874)
1001	Payroll Payables	214,161
Total General Funds		\$ (7,022,712)
1010	Contingency Reserve	\$ 2,364,346
1015	PERS Contingency Fund	1,664,295
1020	Emergency Reserve	1,631,506
1025	Facilities Reserve Fund	282,714
Total Reserve Funds		\$ 5,942,861
1200	Capital Improvement Fund	\$ (666,347)
2210	ISF - Stores Fund	\$ 53,662
2211	ISF - Information Technology	422,597
2212	ISF - Equipment Replacement	243,474
2213	ISF - Self-Insurance Liability	(315,812)
2214	ISF - Workers Compensation	18,749
2216	ISF - Compensated Absences	(112,724)
Total Internal Service Funds		\$ 309,945
TOTAL AVAILABLE GENERAL FUNDS		\$ (1,436,254)
1300	SLESF - Supl Law Enfc	\$ 199,928
1305	Restricted TOT	81,385
1308	SB1 Road Maint. & Rehab.	814,077
1309	RTC Streets	944,731
1310	Gas Tax	353,447
1311	Wharf	76,496
1313	General Plan Update and Maint	330,386
1314	Green Building Education	281,789
1315	Public Art Fee Fund	125,200
1316	Parking Reserve Fund	737
1317	Technology Fee Fund	108,968
1320	PEG - Public Education and Govt	66,059
1321	BIA - Capitola Village-Wharf BIA	13,096
1350	CDBG Grants	101,738
1351	CDBG Program Income	960
1360	Library Fund	17,105
1370	HOME Reuse	1,018,049
1372	Housing Trust	351,734
1373	Permanent Local Housing Allocatic	467,433
5552	Cap Hsg Succ- Program Income	2,025,212
Total Special Revenue Funds		\$ 7,378,531
TOTAL CITY CASH BALANCE		\$ 5,942,277

(1) August 8th balance does not include \$952,139 held in the OPEB Trust.


 Jamie Goldstein
 City Manager

9/17/25
 Date


 Jim Malberg
 Administrative Services Director

9/16/25
 Date

City Checks Issued August 8, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104516	08/08/2025		08/31/2025	ACE PORTABLE SERVICES	\$562.24
	Invoice	Date	Description		Amount
	I39090	08/08/2025	Cleaning services		\$562.24
104517	08/08/2025		08/31/2025	ADT SECURITY SERVICES INC.	\$611.64
	Invoice	Date	Description		Amount
	ADT072925	07/29/2025	Corp. yard & museum ADT monitoring		\$611.64
104518	08/08/2025		08/31/2025	AGILE OCCUPATIONAL MEDICINE, PC	\$3,270.00
	Invoice	Date	Description		Amount
	EM049538	07/28/2025	New employee testing & exams		\$3,270.00
104519	08/08/2025		08/31/2025	ALEXIS PARTY RENTALS	\$2,430.00
	Invoice	Date	Description		Amount
	79139	09/07/2025	Dance floor rental		\$1,215.00
	79140	09/21/2025	Dance floor rental		\$1,215.00
104520	08/08/2025		08/31/2025	ALLIANT INSURANCE SERVICES INC. NPB MAIN	\$9,750.00
	Invoice	Date	Description		Amount
	3137308	06/25/2025	FY25/26 ACIP Crime Renewal		\$9,750.00
			2213 - ISF - Self-Insurance Liability		
104521	08/08/2025		08/31/2025	AMAZON CAPITAL SERVICES	\$3,934.35
	Invoice	Date	Description		Amount
	1WL3-VLN4-NN1H	07/30/2025	Garbage bins		\$2,274.00
	1FKJ-VPQH-TWDV	07/31/2025	Roller chain tools kit		\$140.36
	1MFG-9PH9-W69X	08/03/2025	Work boots		\$396.66
	1W7C-RY7D-DGP4	08/04/2025	Sticky notes, coffee		\$26.54
	146G-D3J7-QC1W	08/05/2025	Work pants		\$174.68
	1HJC-HTV6-PJGG	08/05/2025	Photo frame cutout		\$108.10
	1MVF-F3CM-MVNC	08/05/2025	iPhone case		\$24.15
	1MHK-LT9K-C9KK	07/29/2025	Envelopes, paper gift bags, crayons		\$188.09
	1P4G-C7GG-FH7M	07/28/2025	Kickballs		\$57.42
	1QPW-TQLK-MD4H	07/25/2025	Camp Capitola supplies		\$515.51
	1RNY-HGKP-9JDN	08/06/2025	Window cleaner		\$28.84
			1000 - General Fund		
			2211 - ISF - Information Technology		

City Checks Issued August 8, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104522	08/08/2025		08/31/2025	B & B SMALL ENGINE REPAIR	\$2,536.98
	Invoice	Date	Description		Amount
	68050	08/05/2025	Ear protectors, pruning saw, keylock, hedge trimmer		\$907.67
	68195	08/06/2025	Hedge trimmers, loop handles, face protectors		\$1,629.31
104523	08/08/2025		08/31/2025	BIG CREEK LUMBER	\$242.00
	Invoice	Date	Description		Amount
	2470373	07/31/2025	Cedar rail		\$242.00
104524	08/08/2025		08/31/2025	BRINKS AWARDS & SIGNS	\$1,470.00
	Invoice	Date	Description		Amount
	80525	07/31/2025	Plaques & Awards		\$1,470.00
104525	08/08/2025		08/31/2025	CA DEPARTMENT OF TRANSPORTATION	\$17,722.24
	Invoice	Date	Description		Amount
	SL251236	07/15/2025	Apri - Jun signals & lighting		\$17,722.24
			1310 - Gas Tax		
104526	08/08/2025		08/31/2025	CATTO'S GRAPHICS INC.	\$886.56
	Invoice	Date	Description		Amount
	108524	07/30/2025	Signs		\$201.02
	108535	07/31/2025	Signs		\$283.50
	108399	07/09/2025	PVC Signs		\$402.04
104527	08/08/2025		08/31/2025	COAST COUNTIES TOWING INC.	\$355.00
	Invoice	Date	Description		Amount
	013838	07/11/2025	Tow for Bonnie Fisher		\$355.00
104528	08/08/2025		08/31/2025	COAST LOCK & SAFE INC.	\$108.10
	Invoice	Date	Description		Amount
	034094	07/30/2025	Transponder key, keychain		\$108.10
104529	08/08/2025		08/31/2025	COMMUNITY BRIDGES	\$17,226.00
	Invoice	Date	Description		Amount
	CB080425	08/04/2025	2025 July Shuttle Services		\$17,226.00

City Checks Issued August 8, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104530	08/08/2025	08/31/2025	COUNTY OF SANTA CRUZ MEDICRUZ PROGRAM		\$130.00
	Invoice	Date	Description		Amount
	11870	07/17/2025	FY24/25 April - June Blood Alcohol Lab Tests		\$130.00
104531	08/08/2025	08/31/2025	CRYSTAL SPRINGS WATER CO.		\$399.20
	Invoice	Date	Description		Amount
	CSW073125	07/31/2025	July drinking water		\$399.20
104532	08/08/2025	08/31/2025	ENVIRONMENTAL INNOVATIONS INC.		\$1,995.00
	Invoice	Date	Description		Amount
	3173	07/31/2025	CalRecycle July outreach		\$1,995.00
104533	08/08/2025	08/31/2025	ESMERALDA GONZALEZ		\$296.46
	Invoice	Date	Description		Amount
	EG080425	08/04/2025	National Night Out Reimbursement		\$296.46
			1300 - SLESF - Supl Law Enfc		
104534	08/08/2025	08/31/2025	EXECUTIVE FACILITIES SERVICES, INC.		\$14,610.89
	Invoice	Date	Description		Amount
	34924	07/31/2025	July Janitorial Services		\$14,610.89
			1000 - General Fund		\$11,410.30
			1311 - Wharf		\$3,200.59
104535	08/08/2025	08/31/2025	FERGUSON ENTERPRISES LLC #795		\$81.76
	Invoice	Date	Description		Amount
	6130220	07/31/2025	Esplanade Restroom Supplies		\$81.76
104536	08/08/2025	08/31/2025	FLYERS ENERGY LLC		\$7,430.08
	Invoice	Date	Description		Amount
	25-432899	08/01/2025	685 gallons gasoline		\$2,927.51
	25-432922	08/03/2025	654 gallons gasoline		\$2,795.55
	25-432921	08/03/2025	352 gallons diesel		\$1,707.02

City Checks Issued August 8, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104537	08/08/2025			FRED MENG AUDIO VISUAL SERVICES	\$880.00
	Invoice	Date	Description		Amount
	FM091225	09/12/2025	Movies at the beach projectionist services		\$440.00
	FM082225	08/22/2025	Movies at the beach projectionist services		\$440.00
104538	08/08/2025		08/31/2025	GIGGLES N WIGGLES	\$2,238.50
	Invoice	Date	Description		Amount
	10300	06/30/2025	Camp Capitola field trip		\$781.50
	10501	07/31/2025	Camp Capitola field trip		\$1,457.00
104539	08/08/2025		08/31/2025	GRAINGER	\$349.74
	Invoice	Date	Description		Amount
	9583153508	07/23/2025	Electronic timer, trap insert, urinal strainer		\$349.74
104540	08/08/2025		08/31/2025	HARBOR FREIGHT	\$424.65
	Invoice	Date	Description		Amount
	f1ddb022	08/04/2025	Manifold gauge set, magnetic sweeper, compressor		\$424.65
104541	08/08/2025		08/31/2025	JANET RUSSELL KELLER	\$726.87
	Invoice	Date	Description		Amount
	JRK073125	07/31/2025	Instructor payment		\$55.26
	JRK080525	08/05/2025	Instructor payment		\$394.91
	JRK071525	07/15/2025	Instructor payment		\$276.70
104542	08/08/2025		08/31/2025	JEANI MITCHELL	\$760.50
	Invoice	Date	Description		Amount
	JM073125	07/31/2025	Instructor payment		\$760.50
104543	08/08/2025			JOEL NELSON PRODUCTIONS INC	\$2,500.00
	Invoice	Date	Description		Amount
	39212	05/28/2025	Dueling Pianos Performance		\$2,500.00

City Checks Issued August 8, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104544	08/08/2025	08/31/2025	KBA Document Solutions LLC		\$14.58
	Invoice	Date	Description		Amount
	55Y1548691	08/04/2025	City Hall copier usage charges		\$14.58
			2211 - ISF - Information Technology		
104545	08/08/2025	08/31/2025	KRAIG EVANS		\$407.22
	Invoice	Date	Description		Amount
	KE072625	07/26/2025	Sherman Block Supervisory Leadership Travel Reimburseme		\$407.22
104546	08/08/2025	08/31/2025	LABORMAX STAFFING		\$2,735.43
	Invoice	Date	Description		Amount
	26-458508	08/01/2025	Public works seasonal labor 7/28 - 8/1/25		\$2,735.43
104547	08/08/2025	08/31/2025	LANGUAGE LINE SERVICES INC		\$88.36
	Invoice	Date	Description		Amount
	11672181	07/31/2025	Over-the-Phone Interpretation		\$88.36
104548	08/08/2025	08/31/2025	LAURA ALIOTO		\$971.25
	Invoice	Date	Description		Amount
	LA080425	08/04/2025	Instructor payment		\$971.25
104549	08/08/2025		MASTER CLEANERS		\$1,663.52
	Invoice	Date	Description		Amount
	MC071225	07/12/2025	June 2025 Uniform Cleaning		\$1,663.52
104550	08/08/2025	08/31/2025	McMASTER-CARR SUPPLY COMPANY		\$122.28
	Invoice	Date	Description		Amount
	49736870	08/01/2025	Rubber sheets		\$122.28
104551	08/08/2025	08/31/2025	MICHAEL G LEW		\$78.00
	Invoice	Date	Description		Amount
	ML073125	07/31/2025	Instructor payment		\$78.00

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104552	08/08/2025		08/31/2025	MICHELE FAIA	\$591.50
	Invoice	Date	Description		Amount
	MF071525	07/15/2025	Instructor payment		\$591.50
104553	08/08/2025		08/31/2025	MISSION LINEN SUPPLY	\$166.29
	Invoice	Date	Description		Amount
	524360776	08/06/2025	Fleet towels, uniform cleaning		\$55.72
	524360777	08/06/2025	Corp. Yard linen service		\$110.57
104554	08/08/2025		08/31/2025	NICHOLE BRYANT	\$888.94
	Invoice	Date	Description		Amount
	NB072625	07/26/2025	Jr. Guards Regional Competition Travel Reimbursement		\$888.94
104555	08/08/2025		08/31/2025	NORTH BAY FORD	\$131.77
	Invoice	Date	Description		Amount
	296386	07/28/2025	Nut wheel		\$17.56
	296380	07/28/2025	Tube, bushing, plunger gear change		\$114.21
104556	08/08/2025		08/31/2025	O'REILLY AUTO PARTS	\$86.59
	Invoice	Date	Description		Amount
	2763-138530	07/30/2025	Credit return		(\$67.78)
	2763-137238	07/25/2025	Cylinder, drum kit, brake shoes		\$154.37
104557	08/08/2025		08/31/2025	ORIGINAL WATERMEN	\$624.77
	Invoice	Date	Description		Amount
	100138	07/23/2025	Beanies		\$624.77

City Checks Issued August 8, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104558	08/08/2025		08/31/2025	PACIFIC ROOTS MUSIC	\$1,250.00
	Invoice	Date	Description		Amount
	PR081325	08/13/2025	Twilight Concert 8.13.25		\$1,250.00
104559	08/08/2025		08/31/2025	PALACE BUSINESS SOLUTIONS	\$62.54
	Invoice	Date	Description		Amount
	2444420-0	08/04/2025	Paper		\$62.54
104560	08/08/2025		08/31/2025	PETERSON CATERPILLAR	\$1,500.00
	Invoice	Date	Description		Amount
	PC190030136	07/31/2025	Hydraulics Fundamentals		\$1,500.00
104561	08/08/2025		08/31/2025	PHOENIX GROUP INFORMATION SYSTEMS	\$4,862.17
	Invoice	Date	Description		Amount
	062025070	07/16/2025	June 2025 Citation Processing		\$4,862.17
104562	08/08/2025		08/31/2025	ROBERT M PATTERSON	\$100.00
	Invoice	Date	Description		Amount
	RP073125	07/31/2025	Administrative Reviews Billing Statement 7/31/2025		\$100.00
104563	08/08/2025		08/31/2025	RON WALTRIP	\$3,300.00
	Invoice	Date	Description		Amount
	697025-PD	08/03/2025	PD Phase 3 Completion		\$3,300.00
104564	08/08/2025		08/31/2025	SAN LORENZO LUMBER	\$410.86
	Invoice	Date	Description		Amount
	55-0978346	08/05/2025	Lumber		\$84.35
	55-0978356	08/05/2025	Framing anchor, shears, dry markers		\$59.98
	56-0147977	08/05/2025	Ornamentals, planting mix		\$266.53
104565	08/08/2025		08/31/2025	SANTA CRUZ APTOS AUTO TOWING	\$400.00
	Invoice	Date	Description		Amount
	20653	07/29/2025	Towing service		\$200.00
	20654	07/30/2025	Towing service		\$200.00
104566	08/08/2025		08/31/2025	SANTA CRUZ AUTO PARTS INC.	\$60.29
	Invoice	Date	Description		Amount
	525136	07/28/2025	Gloves, adhesive		\$60.29

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104567	08/08/2025		08/31/2025	SANTA CRUZ COUNTY AUDITOR-CONTROLLER	\$1,438.76
	Invoice	Date	Description		Amount
	SCCO080125	08/01/2025	FY24/25 County Blood Alcohol Testing Trust Fund Deficit		\$1,438.76
104568	08/08/2025		08/31/2025	SANTA CRUZ LIVE SCAN INC.	\$90.00
	Invoice	Date	Description		Amount
	25659	08/01/2025	New hire live scans		\$90.00
104569	08/08/2025		08/31/2025	SECOND HARVEST FOOD BANK	\$1,043.74
	Invoice	Date	Description		Amount
	SCCO072125	07/21/2025	Edible Food Service Contract Partnership		\$1,043.74
104570	08/08/2025	Payment made p	09/04/2025	SHEILA BURT	\$170.62
	Invoice	Date	Description		Amount
	SB071525	07/15/2025	Instructor payment		\$170.62
104571	08/08/2025		08/31/2025	SOQUEL CREEK WATER DISTRICT	\$38,826.71
	Invoice	Date	Description		Amount
	42-14952-0072925	07/29/2025	42-14952 Cortez Park irrigation		\$2,886.79
	42-15297-0072925	07/29/2025	42-15297-00 426 Capitola Ave irrigation		\$641.66
	42-15969-0072925	07/29/2025	42-15969-00 Lawn Way irrigation		\$1,841.41
	42-16122-0072925	07/29/2025	42-16122-00 Esplanade fountain irrigation		\$289.03
	42-10504-0072925	07/29/2025	42-10504-00 Cliff Drive irrigation		\$280.82
	42-11090-0072925	07/29/2025	42-11090-01 Capitola Road irrigation		\$641.66
	42-11467-0072925	07/29/2025	42-11467-00 Jade Street park irrigation		\$14,480.24
	42-11517-0072925	07/29/2025	42-11517-00 41st Avenue irrigation		\$641.66
	42-14404-0072925	07/29/2025	42-14404-00 Monterey Ave. Nobel Gulch Park irrigation		\$1,065.80
	42-16130-0072925	07/29/2025	42-16130-00 Wharf Road irrigation		\$280.82
	42-16136-0072925	07/29/2025	42-16136-00 1400 Wharf Road irrigation		\$1,870.05
	42-16407-0072925	07/29/2025	42-16407-00 Bay Ave. irrigation		\$280.82
	34-18508-0072925	07/29/2025	34-18508-00 1510 McGregor Drive water service		\$138.37
	42-14431-0072925	07/29/2025	42-14431-00 Monterey Ave irrigation		\$12,925.94
	42-17688-0072925	07/29/2025	42-17688-00 Lawn Way irrigation 2		\$280.82
	42-18238-0072925	07/29/2025	42-18238-00 Capitola Road irrigation		\$280.82
			1000 - General Fund		\$36,956.66
			1311 - Wharf		\$1,870.05

City Checks Issued August 8, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104572	08/08/2025	08/31/2025	STAPLES ADVANTAGE		\$77.91
	Invoice	Date	Description		Amount
	6037525090	07/23/2025	Copier Paper		\$77.91
104573	08/08/2025	08/31/2025	TAVIOS GENERAL CONTRUCTION		\$26,700.00
	Invoice	Date	Description		Amount
	1499	08/04/2025	Labor and Materials for Remodel		\$26,700.00
104574	08/08/2025	08/31/2025	TRANSPORTATION ALLIANCE BANK INC.		\$144.18
	Invoice	Date	Description		Amount
	690718	08/01/2025	Hose assembly		\$144.18
		1310 - Gas Tax			
104575	08/08/2025	08/31/2025	TRIAD ELECTRIC INC.		\$250.00
	Invoice	Date	Description		Amount
	90098	07/29/2025	Electrical walk through		\$250.00
		1311 - Wharf			
104576	08/08/2025	08/31/2025	UNITED STATES LIFESAVING ASSOCIATION		\$1,325.00
	Invoice	Date	Description		Amount
	4673	07/28/2025	Southwest Regional Competition Junior Guard		\$1,325.00
104577	08/08/2025	08/31/2025	US BANK EQUIPMENT FINANCE		\$174.80
	Invoice	Date	Description		Amount
	560746240	07/25/2025	City Hall Copier Lease		\$174.80
		2210 - ISF - Stores Fund			
104578	08/08/2025	08/31/2025	WATSONVILLE BLUEPRINT		\$295.98
	Invoice	Date	Description		Amount
	121221	07/16/2025	Blueprints		\$117.58
	121179	07/14/2025	Blueprints		\$178.40

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104579	08/08/2025		08/31/2025	WESTERN EXTERMINATOR COMPANY	\$98.11
	Invoice	Date	Description		Amount
	81336708	08/04/2025	Turnouts rodent control		\$98.11
104580	08/08/2025		08/31/2025	Alibrandi, John	\$143.00
	Invoice	Date	Description		Amount
	JA072925	07/29/2025	CCW Permit Application		\$143.00
104581	08/08/2025		08/31/2025	ANNA RITCHIE	\$190.00
	Invoice	Date	Description		Amount
	AR080525	08/05/2025	Junior Guards Refund		\$190.00
104582	08/08/2025		08/31/2025	Bell, Kelly	\$25.00
	Invoice	Date	Description		Amount
	KB072225	07/22/2025	Citation # 900130180		\$25.00
104583	08/08/2025		08/31/2025	De La Torre, Kevin	\$72.00
	Invoice	Date	Description		Amount
	KD073025	07/30/2025	Citation # 501125375		\$72.00
104584	08/08/2025		08/31/2025	ELISA BARING	\$190.00
	Invoice	Date	Description		Amount
	EB080525	08/05/2025	Junior Guards Refund		\$190.00
104585	08/08/2025			JAIME COTTINI	\$190.00
	Invoice	Date	Description		Amount
	JC080525	08/05/2025	Junior Guards Refund		\$190.00
104586	08/08/2025		08/31/2025	JUSTIN DAVILLA	\$190.00
	Invoice	Date	Description		Amount
	JD080525	08/05/2025	Junior Guards Refund		\$190.00

City Checks Issued August 8, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104587	08/08/2025		08/31/2025	Lan, Emily	\$41.00
	Invoice	Date	Description		Amount
	EL080125	08/01/2025	Citation # 506124135		\$41.00
104588	08/08/2025			MAGDALENA ERHARDT	\$190.00
	Invoice	Date	Description		Amount
	ME080525	08/05/2025	Junior Guards Refund		\$190.00
104589	08/08/2025		08/31/2025	McClendon, John	\$25.00
	Invoice	Date	Description		Amount
	JM073025	07/30/2025	Citation # 900130032		\$25.00
104590	08/08/2025		08/31/2025	NATALIA ERICSON	\$190.00
	Invoice	Date	Description		Amount
	NE080525	08/05/2025	Junior Guards Refund		\$190.00
104591	08/08/2025		08/31/2025	SARA MENNA	\$190.00
	Invoice	Date	Description		Amount
	SM080525	08/05/2025	Junior Guards Refund		\$190.00
104592	08/08/2025		08/31/2025	Su, Yuanhang	\$96.00
	Invoice	Date	Description		Amount
	YS072225	07/22/2025	Citation # 507123632		\$96.00
104593	08/08/2025			Taliaferri, John	\$5.95
	Invoice	Date	Description		Amount
	JT073025	07/30/2025	Citation # 503125359		\$5.95
Type Check Totals:					\$186,818.88
SCCB - SCCB Payroll					
<u>EFT</u>					
1652	08/04/2025		08/31/2025	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$71.41
	Invoice	Date	Description		Amount
	0-732-327-824	08/01/2025	State tax employee final checks		\$71.41
			1001 - Payroll Payables		

City Checks Issued August 8, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
1653	08/04/2025		08/31/2025	INTERNAL REVENUE SERVICE	\$1,103.38
	Invoice	Date	Description		Amount
	13370151	08/01/2025	Federal taxes & Medicare employee final checks		\$1,103.38
			1001 - Payroll Payables		
1654	08/04/2025		08/31/2025	CalPERS Member Services Division	\$200.00
	Invoice	Date	Description		Amount
	1002970717	07/23/2025	Late reporting fees		\$200.00
1655	08/05/2025		08/31/2025	INTERNAL REVENUE SERVICE	\$160.14
	Invoice	Date	Description		Amount
	51633551	08/05/2025	Federal taxes & Medicare employee final checks		\$160.14
			1001 - Payroll Payables		
1656	08/07/2025		08/31/2025	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$7,705.00
	Invoice	Date	Description		Amount
	1-873-436-560	07/30/2025	Apr - Jun unemployment charges		\$7,705.00
			2213 - ISF - Self-Insurance Liability		
Type EFT Totals:					\$9,239.93
Checks					78
					\$186,818.88
EFTs					0
					\$0.00
All					78
					\$186,818.88
Payroll Totals					
Checks					4
					\$2,318.02
EFTs					149
					\$301,307.64
All					153
					\$303,625.66
Grand Totals:					
Checks					82
					\$189,136.90
EFTs					149
					\$301,307.64
All					231
					\$490,444.54

Cash Position – City of Capitola

August 15, 2025

City main account checks dated August 15, 2025, numbered 104594 to 104658 totaling \$196,014.92, 2 EFTs totaling \$1933.12, 7 payroll checks totaling \$23,339.31, and 10 payroll EFTs totaling \$156,602.42 for a grand total of \$377,889.77, have been reviewed and authorized for distribution by the City Manager.

As of August 15, 2025, the unaudited cash balance is \$5,816,391.

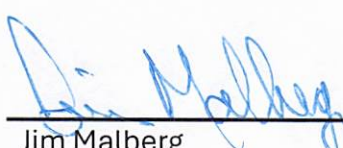
CASH BALANCE August 15, 2025

Fund	Description	Ending Balance
1000	General Fund	\$ (7,273,549)
1001	Payroll Payables	52,498
Total General Funds		\$ (7,221,051)
1010	Contingency Reserve	\$ 2,364,346
1015	PERS Contingency Fund	1,664,295
1020	Emergency Reserve	1,631,506
1025	Facilities Reserve Fund	282,714
Total Reserve Funds		\$ 5,942,861
1200	Capital Improvement Fund	\$ (721,654)
2210	ISF - Stores Fund	\$ 53,649
2211	ISF - Information Technology	422,917
2212	ISF - Equipment Replacement	239,924
2213	ISF - Self-Insurance Liability	(315,812)
2214	ISF - Workers Compensation	18,749
2216	ISF - Compensated Absences	(112,724)
Total Internal Service Funds		\$ 306,702
TOTAL AVAILABLE GENERAL FUNDS		\$ (1,693,142)
1300	SLESF - Supl Law Enfc	\$ 199,928
1305	Restricted TOT	81,385
1308	SB1 Road Maint. & Rehab.	814,077
1309	RTC Streets	944,731
1310	Gas Tax	353,447
1311	Wharf	77,069
1313	General Plan Update and Maint	352,749
1314	Green Building Education	277,214
1315	Public Art Fee Fund	125,200
1316	Parking Reserve Fund	737
1317	Technology Fee Fund	109,233
1320	PEG - Public Education and Govt	68,094
1321	BIA - Capitola Village-Wharf BIA	7,601
1350	CDBG Grants	88,676
1351	CDBG Program Income	960
1360	Library Fund	17,105
1370	HOME Reuse	1,105,143
1372	Housing Trust	351,734
1373	Permanent Local Housing Allocatic	467,433
5552	Cap Hsg Succ- Program Income	2,067,017
Total Special Revenue Funds		\$ 7,509,533
TOTAL CITY CASH BALANCE		\$ 5,816,391

(1) August 15th balance does not include \$952,139 held in the OPEB Trust.


 Jamie Goldstein
 City Manager

9/17/25
 Date


 Jim Malberg
 Administrative Services Director

9/16/25
 Date

City Checks Issued August 15, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
1893	08/11/2025		08/31/2025	WELLS FARGO BANK	\$1,690.67
	Invoice	Date	Description		Amount
	WF073125	07/31/2025	July Client Analysis Charges		\$1,690.67
Type EFT Totals:					\$1,690.67
SCCB - SCCB Main					
<u>Check</u>					
104594	08/15/2025		08/31/2025	ADAMS ASHBY GROUP INC.	\$13,062.50
	Invoice	Date	Description		Amount
	7252	08/01/2025	General admin of CDBG - Community Bridges		\$3,062.50
	7253	08/01/2025	General admin of CDBG - Community Center		\$5,000.00
	7254	08/01/2025	General admin of CDBG - Jade Street Park		\$5,000.00
			1350 - CDBG Grants		
104595	08/15/2025		08/31/2025	ADRIENNE HARRELL	\$581.61
	Invoice	Date	Description		Amount
	AH080825	08/08/2025	Instructor payment		\$581.61
104596	08/15/2025		08/31/2025	AJ'S FUEL MARKET OF CAPITOLA INC	\$456.00
	Invoice	Date	Description		Amount
	AJ073125	07/31/2025	Carwash Closing Date 7/31/2025		\$456.00
104597	08/15/2025		08/31/2025	ALEXIS PARTY RENTALS	\$430.00
	Invoice	Date	Description		Amount
	79140-2	09/21/2025	Balance due		\$215.00
	79139-2	09/07/2025	Balance due		\$215.00
104598	08/15/2025		08/31/2025	ALLIED UNIVERSAL	\$2,091.39
	Invoice	Date	Description		Amount
	17307462	08/07/2025	August 2025 Jade Street Park Patrol		\$697.13
	17307470	08/07/2025	August 2025 McGregor Skate Park Patrol		\$697.13
	17307471	08/07/2025	August 2025 Esplanade Park Patrol		\$697.13
104599	08/15/2025			ALLSAFE LOCK COMPANY	\$30.99
	Invoice	Date	Description		Amount
	049211	07/09/2025	Keys and tags		\$18.99
	049212	07/10/2025	Keys and handle		\$12.00

City Checks Issued August 15, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104600	08/15/2025		08/31/2025	AMAZON CAPITAL SERVICES	\$1,492.79
	Invoice	Date	Description		Amount
	1CPF-XKL9-17MY	08/07/2025	Flush valve		\$36.83
	1L1G-V6JH-F6GG	08/08/2025	Pulley Tires		\$49.58
	177X-HNQ7-73TK	08/11/2025	Valve replacements		\$56.62
	1TY1-XP6V-9NTY	08/11/2025	Pencils. calendar		\$25.11
	1NXH-NTHC-D7PT	08/11/2025	Stainless steel rod water sampler		\$162.71
	1HH4-GYY9-PH3X	08/05/2025	Ice packs, medical tape		\$46.30
	1PD9-V7HG-G76D	08/08/2025	Afterschool supplies		\$244.97
	1TTD-46F4-FRKT	08/08/2025	Afterschool supplies		\$194.64
	16GX-1X7P-1C7Q	08/07/2025	Cups		\$41.08
	1G6L-K7WD-K3RX	08/12/2025	Laptop carrying case		\$14.49
	1TWH-LNK3-1XQT	08/13/2025	Engraver rotary tool		\$77.54
	1KL6-6C9T-C3H7	07/29/2025	Streamlight and Electronic Muffs		\$202.56
	1N1P-PHMC-9VCQ	07/29/2025	Coffee Machine Cleaner and Coffee Filters		\$24.37
	1RWK-W3RV-G49K	07/28/2025	Portable Power Bank and Faraday Bags		\$169.62
	1YHG-XDGM-J373	08/01/2025	K-9 Food Storage Container		\$40.41
	13F4-YCWY-FPYY	07/28/2025	Wellness Room Items and Sharps Containers		\$105.96
		1000 - General Fund			\$1,453.19
		2210 - ISF - Stores Fund			\$25.11
		2211 - ISF - Information Technology			\$14.49
104601	08/15/2025		08/31/2025	APTOS LANDSCAPE SUPPLY INC.	\$469.21
	Invoice	Date	Description		Amount
	662776	08/04/2025	Playground fiber		\$170.82
	662847	08/05/2025	Plaster sand		\$211.88
	663023	08/07/2025	Grey fines		\$86.51
104602	08/15/2025		08/31/2025	AT&T	\$8.73
	Invoice	Date	Description		Amount
	ATT080125	08/01/2025	August long distance charges		\$8.73
		1000 - General Fund			\$4.30
		2211 - ISF - Information Technology			\$4.43

City Checks Issued August 15, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104603	08/15/2025		08/31/2025	AUTO CARE LIFESAVER TOWING	\$2,050.00
	Invoice	Date	Description		Amount
	24-65888	03/11/2024	Tow for 24C-00285		\$1,900.00
	24-75075	10/18/2024	Tow for 24C-01236		\$150.00
104604	08/15/2025		08/31/2025	AXON ENTERPRISE INC.	\$187.91
	Invoice	Date	Description		Amount
	INUS368054	08/08/2025	Holster		\$187.91
104605	08/15/2025		08/31/2025	BAY PHOTO LAB	\$127.02
	Invoice	Date	Description		Amount
	R6677632	08/13/2025	Photo prints		\$127.02
104606	08/15/2025		08/31/2025	BE NATURAL MUSIC	\$500.00
	Invoice	Date	Description		Amount
	14136	08/17/2025	Concert performance		\$500.00
104607	08/15/2025		08/31/2025	BELLOWS PLUMBING HEATING & AIR	\$1,943.00
	Invoice	Date	Description		Amount
	283810	07/10/2025	PD Plumbing Maintenance		\$1,943.00
104608	08/15/2025		08/31/2025	BOONE LOW RATLIFF ARCHITECTS INC	\$19,607.07
	Invoice	Date	Description		Amount
	4321	08/06/2025	Jade St Community Center renovation design servic		\$2,175.00
	4314	08/05/2025	Jade St Community Center renovation design servic		\$3,271.75
	4316	08/05/2025	Community Center Patio Renovation Services		\$6,820.20
	4315	08/05/2025	Jade Street Park Restroom Remodel Services		\$7,340.12
			1200 - Capital Improvement Fund		
104609	08/15/2025		08/31/2025	CALIFORNIA MUNICIPAL STATISTICS, INC.	\$1,250.00
	Invoice	Date	Description		Amount
	25080802	08/08/2025	Debt statement, assessed valuations, tax rates, deb		\$1,250.00
104610	08/15/2025		08/31/2025	CALIFORNIA POLICE CHIEFS ASSOCIATION	\$508.00
	Invoice	Date	Description		Amount
	11811	07/01/2025	FY25/26 CPCA Chief Dues		\$508.00

City Checks Issued August 15, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104611	08/15/2025		08/31/2025	CORODATA RECORDS MANAGEMENT, INC.	\$177.14
	Invoice	Date	Description		Amount
	RS3729473	07/31/2025	July Records Management		\$177.14
104612	08/15/2025		08/31/2025	COUNTY OF SANTA CRUZ	\$444.48
	Invoice	Date	Description		Amount
	PICORTHO25	12/19/2024	GIS Pictometry Orthophotography Project		\$444.48
104613	08/15/2025		08/31/2025	CSG Consultants Inc.	\$14,899.95
	Invoice	Date	Description		Amount
	B250971	08/01/2025	Building Plan Review Services thru 7.31.25		\$2,177.95
	62553	08/12/2025	Building Inspector Services		\$12,722.00
104614	08/15/2025		08/31/2025	CUMMING MANAGEMENT GROUP, INC.	\$30,615.00
	Invoice	Date	Description		Amount
	173567	07/31/2025	Community Center Construction Management Servi		\$30,285.00
	173568	07/31/2025	Jade Street Park Management Services through 7.3		\$330.00
			1200 - Capital Improvement Fund		
104615	08/15/2025		08/31/2025	D & G SANITATION	\$2,634.60
	Invoice	Date	Description		Amount
	314903	07/31/2025	Skate park hand wash station, portable toilets		\$504.93
	314905	07/31/2025	Wharf portable toilets		\$1,598.22
	314904	07/31/2025	Lower parking lot portable toilet rental		\$531.45
			1000 - General Fund		\$1,036.38
			1311 - Wharf		\$1,598.22
104616	08/15/2025		08/31/2025	DAVID SCOTT COBABE	\$1,040.00
	Invoice	Date	Description		Amount
	DC081225	08/12/2025	Instructor payment		\$1,040.00
104617	08/15/2025		08/31/2025	DOCTORS ON DUTY	\$370.00
	Invoice	Date	Description		Amount
	DOD080425	08/04/2025	New employee testing & exams		\$370.00

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104618	08/15/2025		08/31/2025	DOOLEY ENTERPRISES INC.	\$18,157.80
	Invoice	Date	Description		Amount
	70421	07/24/2025	Ammunition		\$18,157.80
104619	08/15/2025		08/31/2025	EDIBLE MONTEREY BAY	\$1,495.00
	Invoice	Date	Description		Amount
	5362	08/11/2025	Advertisement for BIA		\$1,495.00
		1321 - BIA - Capitola Village-Wharf BIA			
104620	08/15/2025		08/31/2025	EPIC IO TECHNOLOGIES	\$3,549.65
	Invoice	Date	Description		Amount
	5832	01/07/2025	NetCloud Mobile Plan		\$3,549.65
		2212 - ISF - Equipment Replacement			
104621	08/15/2025		08/31/2025	EWING IRRIGATION	\$663.73
	Invoice	Date	Description		Amount
	26941702	07/21/2025	Tank cleaner		\$20.80
	26968192	07/23/2025	20x15 green blanket, irrigation control, nozzle, valve		\$386.23
	27011379	07/25/2025	Utility ball valve		\$190.00
	27175166	08/07/2025	Marker chalk, nozzle		\$66.70
		1000 - General Fund		\$473.73	
		1311 - Wharf		\$190.00	
104622	08/15/2025		08/31/2025	FLYERS ENERGY LLC	\$4,371.19
	Invoice	Date	Description		Amount
	25-440687	08/12/2025	1024 gallons gasoline		\$4,371.19
104623	08/15/2025		08/31/2025	GEORGE McMENAMIN	\$797.50
	Invoice	Date	Description		Amount
	GM080225	08/02/2025	Riparian restoration services FY2025-2026		\$797.50
104624	08/15/2025		08/31/2025	GINA ENRIQUEZ	\$6,101.20
	Invoice	Date	Description		Amount
	GE081225	08/12/2025	Instructor payment		\$6,101.20

City Checks Issued August 15, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104625	08/15/2025		08/31/2025	GRAINGER	\$157.30
	Invoice	Date	Description		Amount
	9589232629	07/29/2025	Check valve		\$157.30
104626	08/15/2025			GREEN HALO SYSTEMS INC	\$5,200.00
	Invoice	Date	Description		Amount
	5883	08/03/2025	Construction waste management		\$5,200.00
			1314 - Green Building Education		
104627	08/15/2025		08/31/2025	HD SUPPLY FORMERLY HOME DEPOT PRO	\$2,642.70
	Invoice	Date	Description		Amount
	877232033	08/04/2025	Gloves		\$147.38
	877258889	08/05/2025	Cleaning supplies		\$2,495.32
104628	08/15/2025		08/31/2025	HO KUK MU SUL CORPORATION	\$169.00
	Invoice	Date	Description		Amount
	HKMSC081225	08/12/2025	Instructor payment		\$169.00
104629	08/15/2025		08/31/2025	HOME DEPOT CREDIT SERVICES	\$1,278.93
	Invoice	Date	Description		Amount
	4642542	08/05/2025	HOse bucket, hose parts, drain flush, wrentch, cutte		\$303.52
	2615322	08/07/2025	Battery & charger kit, batteries		\$903.38
	0613764	07/30/2025	bucket		\$4.36
	1630015	07/29/2025	Pocket knives, utility knives, paint		\$67.67
104630	08/15/2025		08/31/2025	HOSE SHOP	\$38.04
	Invoice	Date	Description		Amount
	467554	07/24/2025	Spray nozzle		\$38.04
104631	08/15/2025			INTERSTATE BATTERY SYSTEM OF SAN JOSE INC	\$775.21
	Invoice	Date	Description		Amount
	110007700	08/12/2025	Auto batteries		\$775.21

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104632	08/15/2025		08/31/2025	INTERSTATE TRAFFIC CONTROL PRODUCTS	\$178.72
	Invoice	Date	Description		Amount
	271438	08/12/2025	Stencils		\$74.19
	271439	08/12/2025	Signs		\$104.53
104633	08/15/2025		08/31/2025	JOHNSON ROBERTS & ASSOCIATES INC.	\$58.50
	Invoice	Date	Description		Amount
	156605	07/23/2025	Police Officer Candidate PHQ Reports		\$58.50
104634	08/15/2025		08/31/2025	KARIN ANDERSON	\$700.00
	Invoice	Date	Description		Amount
	16	08/01/2025	BIA Ambassador		\$700.00
			1321 - BIA - Capitola Village-Wharf BIA		
104635	08/15/2025		08/31/2025	LABORMAX STAFFING	\$2,786.40
	Invoice	Date	Description		Amount
	26-459698	08/08/2025	Public works seasonal labor 8/4 - 8/8/25		\$2,786.40
104636	08/15/2025		08/31/2025	LAURA ALIOTO	\$221.00
	Invoice	Date	Description		Amount
	LA080825	08/08/2025	Instructor payment		\$221.00
104637	08/15/2025		08/31/2025	LEO MORENO	\$1,250.92
	Invoice	Date	Description		Amount
	LM080125	07/31/2025	POST Mandated Management Training Travel Reim		\$1,250.92
104638	08/15/2025		08/31/2025	MID COUNTY AUTO SUPPLY	\$21.96
	Invoice	Date	Description		Amount
	M-3076283	08/12/2025	Repair kit, patch foil		\$3.70
	M-3077939	08/13/2025	Wheel nuts, magic tire wet trigger		\$18.26
104639	08/15/2025		08/31/2025	MISSION LINEN SUPPLY	\$229.10
	Invoice	Date	Description		Amount
	524328761	08/04/2025	Community Center mop and mat service		\$77.98
	524398992	08/13/2025	Fleet towels, uniform cleaning		\$55.72
	524398993	08/13/2025	Corp. Yard linen service		\$95.40
104640	08/15/2025		08/31/2025	NICHOLE BRYANT	\$409.64
	Invoice	Date	Description		Amount
	NB080625	08/06/2025	Afterschool snacks reimbursement		\$309.45
	NB081325	08/13/2025	Afterschool snacks reimbursement		\$100.19

City Checks Issued August 15, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104641	08/15/2025		08/31/2025	NORTH BAY FORD	\$261.31
	Invoice	Date	Description		Amount
	296444	08/01/2025	Seat belt assembly		\$261.31
104642	08/15/2025		08/31/2025	O'REILLY AUTO PARTS	\$66.87
	Invoice	Date	Description		Amount
	2763-139841	08/05/2025	Sensor		\$34.35
	2763-140062	08/05/2025	Oil filter, air filter, cabin filter		\$32.52
104643	08/15/2025		08/31/2025	OPPOSITE OF EAST	\$3,300.00
	Invoice	Date	Description		Amount
	000383-017	08/10/2025	BIA Communications Manager Services		\$3,300.00
			1321 - BIA - Capitola Village-Wharf BIA		
104644	08/15/2025		08/31/2025	OUTDOOR SUPPLY HARDWARE	\$1,620.08
	Invoice	Date	Description		Amount
	550	07/25/2025	Bit sets (3), hook set, tool set, o-rings, plier set, paint		\$182.07
	549	07/24/2025	succulents , screwdriver, garden hose		\$75.63
	527	07/11/2025	Turtle wax, clamp		\$21.39
	569	08/04/2025	Hydrangea, plunger		\$58.97
	544	07/22/2025	Saw blade, socket adapter set, wedge anchor		\$89.55
	532	07/15/2025	Acetone		\$50.23
	542	07/21/2025	Saw blade		\$21.84
	560	07/30/2025	Orange marking chalk		\$3.27
	552	07/25/2025	Arrow staples, staple gun		\$65.52
	567	08/03/2025	Saber, spray gun		\$122.33
	282	02/13/2025	Knife, sealant		\$28.32
	A82878	02/27/2025	Shears		\$67.56
	384	04/09/2025	Funnel set, glass rod, lubs		\$66.61
	412	04/24/2025	Bucket, degreaser, shrink tube, storage bag, bulk fa		\$118.80
	423	04/30/2025	Basket strainer		\$34.95
	425	05/01/2025	Bulk Fasteners		\$28.06
	439	05/10/2025	Bolts, wrench		\$34.94
	442	05/13/2025	PVC supplies, primers, rain shine		\$47.34
	464	05/30/2025	Caulk gun, adhesive, drill bit set		\$80.35
	469	06/03/2025	Tape, extension cords		\$31.32
	485	06/13/2025	Silcock key		\$5.45
	508	06/30/2025	Sprayer bottle		\$9.49
	510	07/01/2025	Needle file set, rotary, mounted point, air tool, grind		\$192.15
	529	07/11/2025	Marking spray, bucket		\$79.68
	541	07/21/2025	Combo wrench, lock wrench		\$49.14
	563	07/31/2025	Fence post		\$19.63
	OSH073125	07/31/2025	Finance Charges		\$35.49

City Checks Issued August 15, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104645	08/15/2025			Paula Yoshiko Suzuki	\$526.50
	Invoice	Date	Description		Amount
	PS081225	08/12/2025	Instructor payment		\$526.50
104646	08/15/2025		08/31/2025	RSG, INC.	\$5,152.50
	Invoice	Date	Description		Amount
	13869	07/31/2025	LAFCO annexation study		\$5,152.50
104647	08/15/2025			SALINAS VALLEY SOLID WASTE AUTHORITY	\$5,000.00
	Invoice	Date	Description		Amount
	2025-26-1	08/13/2025	FY25/26 Contribution to Central Coast Recycling M		\$5,000.00
104648	08/15/2025		08/31/2025	SAN LORENZO LUMBER	\$25.60
	Invoice	Date	Description		Amount
	55-0979148	08/08/2025	Wrenches		\$25.60
104649	08/15/2025		08/31/2025	SANTA CRUZ COUNTY AUDITOR-CONTROLLER	\$12,036.50
	Invoice	Date	Description		Amount
	SCCO073125	07/31/2025	July citation processing		\$12,036.50
104650	08/15/2025		08/31/2025	SANTA CRUZ COUNTY SHERIFF	\$10,599.00
	Invoice	Date	Description		Amount
	2526 CLETS	08/01/2025	FY25/26 CLETS Administrative Cost Recovery		\$10,599.00
104651	08/15/2025		08/31/2025	SANTA CRUZ SENTINEL	\$1,340.80
	Invoice	Date	Description		Amount
	0001449920	07/31/2025	July legal notices		\$1,340.80
104652	08/15/2025		08/31/2025	SHANTA SHENOY	\$1,137.50
	Invoice	Date	Description		Amount
	SS080825	08/08/2025	Instructor payment		\$1,137.50

City Checks Issued August 15, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104653	08/15/2025		08/31/2025	SOQUEL UNION ELEMENTARY SCHOOL DISTRICT	\$2,588.04
	Invoice	Date	Description		Amount
	INV25-00417	06/30/2025	2024-25 Opal Cliffs Rent/Utilities		\$2,588.04
104654	08/15/2025		08/31/2025	STAPLES ADVANTAGE	\$175.88
	Invoice	Date	Description		Amount
	6039041613	08/05/2025	Copier Paper and Cups		\$175.88
104655	08/15/2025			US BANK EQUIPMENT FINANCE	\$385.23
	Invoice	Date	Description		Amount
	561556929	08/05/2025	PD copier lease		\$205.33
	561364290	08/04/2025	Recreation copier lease		\$179.90
104656	08/15/2025		08/31/2025	VERDE DESIGN INC	\$5,085.00
	Invoice	Date	Description		Amount
	2-2300302	08/11/2025	Jade St Park - universally accessible playground de 1200 - Capital Improvement Fund		\$5,085.00
104657	08/15/2025		08/31/2025	ZEP SALES & SERVICE	\$345.69
	Invoice	Date	Description		Amount
	9011588491	08/07/2025	Zep write away - graffiti cleaner		\$345.69
104658	08/15/2025		08/31/2025	ED BOTTORFF	\$137.54
	Invoice	Date	Description		Amount
	EB080525	08/05/2025	Project #19-0323 Closeout		\$137.54
Type Check Totals:					\$196,014.92
<u>EFT</u>					
21	08/13/2025		08/31/2025	HUB INTERNATIONAL	\$242.45
	Invoice	Date	Description		Amount
	25916203	08/13/2025	Capitola Movies Insurance		\$242.45

City Checks Issued August 15, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
Type EFT Totals:					\$242.45
SCCB - SCCB Payroll					
<u>Check</u>					
7188	08/15/2025	08/31/2025	CAPITOLA PEACE OFFICERS ASSOCIATION		\$1,218.00
	Invoice	Date	Description	Amount	
	POA080825	08/08/2025	POA & gym dues PPE 8/2/25	\$1,218.00	
			1001 - Payroll Payables		
7189	08/15/2025	08/31/2025	EQUITABLE		\$3,251.64
	Invoice	Date	Description	Amount	
	1751506	07/11/2025	August LTD, STD, AD&D, life insurance	\$3,251.64	
			1001 - Payroll Payables		
7190	08/15/2025	08/31/2025	US BANK PARS Acct 6746022400		\$6,576.47
	Invoice	Date	Description	Amount	
	PARS080825	08/08/2025	PARS contributions PPE 8/2/25	\$6,576.47	
			1001 - Payroll Payables		
Type Check Totals:					\$11,046.11
<u>EFT</u>					
1657	08/11/2025	08/31/2025	CalPERS Member Services Division		\$68,785.16
	Invoice	Date	Description	Amount	
	1002976983-6	08/08/2025	PERS contributions PPE 8/2/25	\$68,785.16	
			1000 - General Fund	\$0.04	
			1001 - Payroll Payables	\$68,785.12	
1658	08/11/2025	08/31/2025	EMPLOYMENT DEVELOPMENT DEPARTMENT		\$11,882.39
	Invoice	Date	Description	Amount	
	1-602-871-184	08/08/2025	State tax PPE 8/2/25	\$11,882.39	
			1001 - Payroll Payables		
1659	08/11/2025	08/31/2025	INTERNAL REVENUE SERVICE		\$50,194.77
	Invoice	Date	Description	Amount	
	93588252	08/08/2025	Federal taxes & Medicare PPE 8/2/25 & employee f	\$50,194.77	
			1001 - Payroll Payables		
1660	08/11/2025	08/31/2025	STATE DISBURSEMENT UNIT		\$1,197.67
	Invoice	Date	Description	Amount	
	53387633	08/08/2025	Employee garnishments PPE 8/2/25	\$1,197.67	
			1001 - Payroll Payables		
1661	08/11/2025	08/31/2025	VOYA FINANCIAL		\$19,569.64
	Invoice	Date	Description	Amount	
	VOYA080825	08/08/2025	Employee 457 contributions PPE 8/2/25	\$19,569.64	
			1001 - Payroll Payables		

City Checks Issued August 15, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
1662	08/11/2025		08/31/2025	INTERNAL REVENUE SERVICE	\$82.70
	Invoice	Date	Description		Amount
	72590018	08/11/2025	Federal taxes & Medicare employee final checks		\$82.70
			1001 - Payroll Payables		
1663	08/12/2025		08/31/2025	CalPERS Member Services Division	\$200.00
	Invoice	Date	Description		Amount
	1002977788	08/11/2025	Retired annuitant late fee		\$200.00
			1001 - Payroll Payables		
1664	08/13/2025		08/31/2025	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$1,251.67
	Invoice	Date	Description		Amount
	1-223-778-192	08/12/2025	State tax employee final check		\$1,251.67
			1001 - Payroll Payables		
1665	08/13/2025		08/31/2025	INTERNAL REVENUE SERVICE	\$3,421.90
	Invoice	Date	Description		Amount
	444201388	08/12/2025	Federal taxes & Medicare employee final check		\$3,421.90
			1001 - Payroll Payables		
1786	08/14/2025		08/31/2025	INTERNAL REVENUE SERVICE	\$16.52
	Invoice	Date	Description		Amount
	25063407	08/14/2025	Federal taxes & Medicare employee final check		\$16.52
			1001 - Payroll Payables		
Type EFT Totals:					\$156,602.42
Checks					65
					\$196,014.92
EFTs					2
					\$1,933.12
All					67
					\$197,948.04
Payroll Totals					
Checks					7
					\$23,339.31
EFTs					10
					\$156,602.42
All					17
					\$179,941.73
Grand Totals:					
Checks					72
					\$219,354.23
EFTs					12
					\$158,535.54
All					84
					\$377,889.77

Cash Position – City of Capitola

August 22, 2025


City main account checks dated August 22, 2025, numbered 104659 to 104705 totaling \$82,382.68, 6 payroll checks totaling \$2,752.65, and 122 payroll EFTs totaling \$234,972.85 for a grand total of \$320,108.18, have been reviewed and authorized for distribution by the City Manager.

As of August 22, 2025, the unaudited cash balance is \$5,948,818.

CASH BALANCE August 22, 2025

Fund	Description	Ending Balance
1000	General Fund	\$ (7,384,930)
1001	Payroll Payables	237,895
Total General Funds		\$ (7,147,036)
1010	Contingency Reserve	\$ 2,364,346
1015	PERS Contingency Fund	1,664,295
1020	Emergency Reserve	1,631,506
1025	Facilities Reserve Fund	282,714
Total Reserve Funds		\$ 5,942,861
1200	Capital Improvement Fund	\$ (726,866)
2210	ISF - Stores Fund	\$ 53,649
2211	ISF - Information Technology	422,731
2212	ISF - Equipment Replacement	239,924
2213	ISF - Self-Insurance Liability	(315,812)
2214	ISF - Workers Compensation	18,749
2216	ISF - Compensated Absences	(112,724)
Total Internal Service Funds		\$ 306,516
TOTAL AVAILABLE GENERAL FUNDS		\$ (1,624,525)
1300	SLESF - Supl Law Enfc	\$ 199,928
1305	Restricted TOT	81,385
1308	SB1 Road Maint. & Rehab.	838,939
1309	RTC Streets	944,731
1310	Gas Tax	350,443
1311	Wharf	77,069
1313	General Plan Update and Maint	357,212
1314	Green Building Education	277,214
1315	Public Art Fee Fund	125,200
1316	Parking Reserve Fund	737
1317	Technology Fee Fund	109,697
1320	PEG - Public Education and Govt	68,094
1321	BIA - Capitola Village-Wharf BIA	7,601
1350	CDBG Grants	124,676
1351	CDBG Program Income	960
1360	Library Fund	17,105
1370	HOME Reuse	1,106,168
1372	Housing Trust	351,734
1373	Permanent Local Housing Allocatic	467,433
5552	Cap Hsg Succ- Program Income	2,067,017
Total Special Revenue Funds		\$ 7,573,343
TOTAL CITY CASH BALANCE		\$ 5,948,818

(1) August 22nd balance does not include \$952,139 held in the OPEB Trust.


 Jamie Goldstein
 City Manager

9/17/25
 Date


 Jim Malberg
 Administrative Services Director

9/16/25
 Date

City Checks Issued August 22, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104659	08/22/2025		08/31/2025	A TOOL SHED	\$262.11
	Invoice	Date	Description	Amount	
	1757588-5	08/15/2025	Tractor Brush Cutter Rental	\$262.11	
104660	08/22/2025		08/31/2025	A-LOCKSMITH-CRAIG	\$1,845.58
	Invoice	Date	Description	Amount	
	D2196	05/09/2025	Transponder key copies	\$1,845.58	
104661	08/22/2025			ACTION AUTO GLASS	\$466.40
	Invoice	Date	Description	Amount	
	I031321	06/25/2025	Windshield	\$466.40	
104662	08/22/2025		08/31/2025	AMAZON CAPITAL SERVICES	\$1,987.38
	Invoice	Date	Description	Amount	
	1JFK-LG7L-9LPP	08/13/2025	Office name plate	\$15.11	
	1D6F-4H6G-YF4J	07/08/2025	Home Plate	\$87.53	
	1NNG-DWV1-7L3M	08/14/2025	Displayport cable	\$7.63	
	1NQT-P6M7-9G93	08/14/2025	Disposable Water Cups	\$48.04	
	1T3V-RD4N-9TP4	08/14/2025	Tape	\$13.10	
	1NYT-QCRH-9WPD	08/14/2025	Kitchen faucet	\$46.97	
	1HHD-RNH3-JWPC	08/15/2025	Brochure holder	\$43.58	
	1CJP-1DNM-16LR	08/07/2025	PACT Shot Timer	\$141.97	
	1FYT-FJGM-GC3G	08/18/2025	Sharps Disposal Containers	\$89.13	
	1HHX-G3JD-K9TY	08/12/2025	Monitors and Dual Monitor Desk Mount	\$274.23	
	1LRJ-MDWC-FFRG	08/18/2025	Under-Desk Computer Mount and Wood Tray	\$55.48	
	1LRN-FMG3-G7PY	08/08/2025	Uniform Pants	\$103.78	
	1NLJ-6PNJ-VQPF	08/16/2025	K9 Storage Case for Training	\$42.60	
	1PD9-V7HG-GHN1	08/08/2025	K9 Treat Pouch	\$34.95	
	1VP4-N9HY-QVRM	08/12/2025	Spit Hoods	\$76.42	
	13QC-CG71-3JMD	08/07/2025	Lithium Batteries	\$191.18	
	13TN-TG7K-44LK	08/17/2025	Sharps Disposal Containers and Kitchen Supplies	\$131.50	
	119Q-DKLT-9DQQ	07/24/2025	Ottoman Protective Covers	\$47.16	
	19W4-CDTR-R7X7	08/19/2025	Water flasks	\$253.60	
	19W4-CDTR-VR9W	08/19/2025	iPhone case	\$31.63	
	1TDQ-3FWY-VDNJ	08/19/2025	Laptop carrying case	\$71.56	
	1CM7-KVGN-NYW4	08/15/2025	Clipboards	\$10.91	
	14TJ-W6F3-JG4R	07/21/2025	Ninja Coffee Maker	\$103.78	
	1K47-P6QL-3FGK	08/17/2025	Credit Memo for 14TJ-W6F3-JG4R	(\$103.78)	
	1F4G-J4YM-M1FQ	07/25/2025	Ninja Coffee Maker	\$103.78	
	1QJ4-V14R-7Q4J	08/20/2025	Ratchet straps	\$65.54	
		1000 - General Fund		\$1,876.56	
		2211 - ISF - Information Technology		\$110.82	

City Checks Issued August 22, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104663	08/22/2025		08/31/2025	AT&T/CALNET 3	\$283.12
	Invoice	Date	Description		Amount
	000023923128	08/13/2025	August telephone service		\$283.12
		1000 - General Fund		\$216.61	
		2211 - ISF - Information Technology		\$66.51	
104664	08/22/2025		08/31/2025	AT&T/CALNET 3	\$1,756.50
	Invoice	Date	Description		Amount
	000023923796	08/13/2025	August T-1 access		\$1,756.50
104665	08/22/2025		08/31/2025	BEAR ELECTRICAL SOLUTIONS, LLC	\$879.90
	Invoice	Date	Description		Amount
	27549	07/31/2025	July traffic signal maintenance services - response		\$233.10
	27371	07/31/2025	July traffic signal maintenance services - routine		\$646.80
		1310 - Gas Tax			
104666	08/22/2025		08/31/2025	BURKE WILLIAMS AND SORENSEN LLP	\$29,886.73
	Invoice	Date	Description		Amount
	346993	07/23/2025	June Labor and Employment Legal Services		\$942.50
	346994	07/23/2025	June City Attorney Services Legal Services		\$13,226.98
	346995	07/23/2025	June Code Enforcement Legal Services		\$65.00
	346997	07/23/2025	June Police Legal Services		\$260.00
	346998	07/23/2025	June Public Works Legal Services		\$314.69
	346999	07/23/2025	June Labor Negotiations Legal Services		\$97.50
	347000	07/23/2025	June PRA Legal Services		\$13,452.56
	347001	07/23/2025	June Rent Control Ordinance		\$1,527.50
104667	08/22/2025			CALIFORNIA COAST UNIFORM COMPANY	\$543.93
	Invoice	Date	Description		Amount
	113919	08/04/2025	Tailoring Charges		\$130.00
	113920	08/04/2025	Uniform and Tailoring Charges		\$413.93
104668	08/22/2025		08/31/2025	CINTAS CORPORATION	\$427.31
	Invoice	Date	Description		Amount
	5286994207	08/18/2025	City Hall first aid supplies		\$199.37
	5286994206	08/18/2025	First Aid Replenishment		\$227.94
104669	08/22/2025			COMMUNITY TELEVISION OF SANTA CRUZ COUNTY	\$1,073.00
	Invoice	Date	Description		Amount
	3637	08/14/2025	July Planning Commision and City Council meeting for		\$1,073.00

City Checks Issued August 22, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104670	08/22/2025		08/31/2025	CORODATA SHREDDING INC.	\$63.56
	Invoice	Date	Description		Amount
	DN1534347	07/31/2025	July Records shredding		\$63.56
104671	08/22/2025		08/31/2025	EXECUTIVE FACILITIES SERVICES, INC.	\$128.14
	Invoice	Date	Description		Amount
	35360	08/15/2025	Extra work at 4510 Jade St		\$128.14
104672	08/22/2025		08/31/2025	FASTENAL COMPANY	\$600.96
	Invoice	Date	Description		Amount
	CAWAT140415	08/19/2025	Screws		\$600.96
104673	08/22/2025		08/31/2025	GRAINGER	\$165.12
	Invoice	Date	Description		Amount
	9597037689	08/05/2025	Pliers		\$165.12
104674	08/22/2025		08/31/2025	HANYA FOJACO	\$1,055.60
	Invoice	Date	Description		Amount
	HF081925	08/19/2025	Instructor payment		\$1,055.60
104675	08/22/2025		08/31/2025	HD SUPPLY FORMERLY HOME DEPOT PRO	\$2,756.88
	Invoice	Date	Description		Amount
	878913227	08/14/2025	Cleaning supplies		\$2,756.88
104676	08/22/2025		08/31/2025	HH ASSOCIATES US, INC	\$1,997.04
	Invoice	Date	Description		Amount
	261776792	08/20/2025	Notice to Appear Citations		\$1,997.04
104677	08/22/2025		08/31/2025	HOPE REHABILITATION SERVICES	\$7,455.00
	Invoice	Date	Description		Amount
	S178671	07/31/2025	July Litter Abatement Services		\$7,455.00
104678	08/22/2025			HOSE SHOP	\$65.85
	Invoice	Date	Description		Amount
	468069	08/14/2025	Block cartridge		\$65.85
104679	08/22/2025		08/31/2025	J R HOE INC	\$4,986.94
	Invoice	Date	Description		Amount
	INV0000000191966	08/08/2025	Bollards		\$4,986.94

City Checks Issued August 22, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104680	08/22/2025		08/31/2025	JESSICA KAHN	\$1,042.52
	Invoice	Date	Description		Amount
	JK082025	08/20/2025	Hotel PWX Conference Travel Reimbursement		\$1,042.52
104681	08/22/2025		08/31/2025	KBA Document Solutions LLC	\$8.52
	Invoice	Date	Description		Amount
	55Y1550879	08/18/2025	City Hall copier usage charges		\$8.52
		2211 - ISF - Information Technology			
104682	08/22/2025		08/31/2025	KIMLEY HORN AND ASSOCIATES INC	\$5,211.97
	Invoice	Date	Description		Amount
	32723404	07/31/2025	Bay Ave Corridor Project Services thru 7.31.25		\$5,211.97
		1200 - Capital Improvement Fund			
104683	08/22/2025			KING'S PAINT AND PAPER INC.	\$199.37
	Invoice	Date	Description		Amount
	DY5EN	08/20/2025	Paint		\$199.37
104684	08/22/2025		08/31/2025	LABORMAX STAFFING	\$2,302.17
	Invoice	Date	Description		Amount
	26-460882	08/15/2025	Public works seasonal labor 8/11 - 8/15/25		\$2,302.17
104685	08/22/2025			MASTER CLEANERS	\$1,520.43
	Invoice	Date	Description		Amount
	MC080925	08/09/2025	July 2025 Uniform Cleaning		\$1,520.43
104686	08/22/2025		08/31/2025	MID COUNTY AUTO SUPPLY	\$424.61
	Invoice	Date	Description		Amount
	M-3084268	08/19/2025	Washer fluid		\$20.39
	M-3082833	08/18/2025	Axle assembly		\$204.45
	M-3080919	08/15/2025	First time fit		\$199.77
104687	08/22/2025		08/31/2025	MISSION LINEN SUPPLY	\$246.64
	Invoice	Date	Description		Amount
	524434606	08/20/2025	Corp. Yard linen service		\$106.03
	524434605	08/20/2025	Fleet towels, uniform cleaning		\$62.63
	524412693	08/18/2025	Community Center mop and mat service		\$77.98
104688	08/22/2025		08/31/2025	NORTH BAY FORD	\$386.34
	Invoice	Date	Description		Amount
	296527	08/13/2025	Shaft front axle		\$344.81
	296496	08/08/2025	Bracket license		\$41.53

City Checks Issued August 22, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104689	08/22/2025		08/31/2025	O'REILLY AUTO PARTS	\$256.95
	Invoice	Date	Description		Amount
	2763-142266	08/15/2025	Battery, core charge		\$159.93
	2763-142020	08/14/2025	Tire valve, valve tool, valve cores		\$9.76
	2763-141428	08/11/2025	Transfer gasket		\$10.83
	2763-141918	08/13/2025	Funnel, fuel filter, waxdry		\$76.43
104690	08/22/2025		08/31/2025	OCEAN HONDA	\$26.28
	Invoice	Date	Description		Amount
	697041	08/13/2025	Auto part		\$26.28
104691	08/22/2025		08/31/2025	PACIFIC GAS & ELECTRIC	\$2,825.30
	Invoice	Date	Description		Amount
	PGE081225-acct5	08/12/2025	August Pacific Cove parking lot utilities		\$2,825.30
104692	08/22/2025		08/31/2025	PALACE BUSINESS SOLUTIONS	\$22.87
	Invoice	Date	Description		Amount
	2446011-0	08/12/2025	Tape dispenser, index cards, calendar		\$22.87
104693	08/22/2025		08/31/2025	ROBIN H EVEREST	\$247.68
	Invoice	Date	Description		Amount
	RE081925	08/19/2025	Instructor payment		\$247.68
104694	08/22/2025		08/31/2025	SAN LORENZO LUMBER	\$166.47
	Invoice	Date	Description		Amount
	55-0980225	08/13/2025	Pipe insulation, wire cutter, screws		\$166.47
104695	08/22/2025		08/31/2025	SANTA CRUZ MUNICIPAL UTILITIES	\$798.16
	Invoice	Date	Description		Amount
	SCMU080825	08/08/2025	July water service for medians		\$798.16
104696	08/22/2025		08/31/2025	SECURITY CRIME PREVENTION CORP	\$56.10
	Invoice	Date	Description		Amount
	4098	07/05/2025	June 2025 Prisoner Watch and Standby		\$56.10

City Checks Issued August 22, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104697	08/22/2025		08/31/2025	SERVPRO OF PALO ALTO	\$653.83
	Invoice	Date	Description		Amount
	5510	08/11/2025	Bio Remediation for Drying Cabinet		\$653.83
104698	08/22/2025			SHEILA BURT	\$136.50
	Invoice	Date	Description		Amount
	SB081925	08/15/2025	Instructor payment		\$136.50
104699	08/22/2025		08/31/2025	SUMMIT UNIFORMS	\$3,378.59
	Invoice	Date	Description		Amount
	30116	07/25/2025	535 Uniforms and Tailoring Charges		\$3,378.59
104700	08/22/2025		08/31/2025	TRANSPORTATION ALLIANCE BANK INC.	\$2,124.57
	Invoice	Date	Description		Amount
	690973	08/18/2025	Arrowstick		\$905.21
	690995	08/19/2025	GB set (4), Clamp Hose		\$1,219.36
			1310 - Gas Tax		
104701	08/22/2025		08/31/2025	WESTERN EXTERMINATOR COMPANY	\$98.11
	Invoice	Date	Description		Amount
	81336707	08/18/2025	City Hall rodent control		\$98.11
104702	08/22/2025		08/31/2025	ZEP SALES & SERVICE	\$1,027.70
	Invoice	Date	Description		Amount
	9011624512	08/14/2025	Zep Zorbent Absorbent Bags		\$1,027.70
104703	08/22/2025			Gaspar, Erik	\$86.00
	Invoice	Date	Description		Amount
	EG082025	08/20/2025	Citation # 507123955		\$86.00
104704	08/22/2025			Huffman, Kathy	\$77.95
	Invoice	Date	Description		Amount
	KH082025	08/20/2025	Citation # 507124114		\$77.95

City Checks Issued August 22, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104705	08/22/2025			STAR HAGEN-ESQUERRA	\$370.00
	Invoice	Date	Description		Amount
	SHE071025	07/10/2025	Facepaint services		\$370.00

Type Check Totals: \$82,382.68

SCCB - SCCB Payroll

EFT

1787	08/19/2025		08/31/2025	INTERNAL REVENUE SERVICE	\$79.51
	Invoice	Date	Description		Amount
	22197078	08/18/2025	Federal taxes & Medicare employee final check		\$79.51
			1001 - Payroll Payables		

1789	08/21/2025		08/31/2025	INTERNAL REVENUE SERVICE	\$150.91
	Invoice	Date	Description		Amount
	91004344	08/19/2025	Federal taxes & Medicare employee final check		\$150.91
			1001 - Payroll Payables		

Type EFT Totals: \$230.42

Checks	47	\$82,382.68
EFTs	0	\$0.00
All	47	\$82,382.68

Payroll Totals

Checks	6	\$2,752.65
EFTs	122	\$234,972.85
All	128	\$237,725.50

Grand Totals:

Checks	53	\$85,135.33
EFTs	122	\$234,972.85
All	175	\$320,108.18

Cash Position – City of Capitola

August 29, 2025

City main account checks dated August 29, 2025, numbered 104706 to 104775 totaling \$488,918.84, 1 EFT totaling \$30,219.17, 10 payroll checks totaling \$15,856.44, and 9 payroll EFTs totaling \$225,420.62 for a grand total of \$320,108.18, have been reviewed and authorized for distribution by the City Manager.

As of August 29, 2025, the unaudited cash balance is \$6,308,915.

CASH BALANCE August 29, 2025

Fund	Description	Ending Balance
1000	General Fund	\$ (6,552,679)
1001	Payroll Payables	4,260
Total General Funds		\$ (6,548,420)
1010	Contingency Reserve	\$ 2,364,346
1015	PERS Contingency Fund	1,664,295
1020	Emergency Reserve	1,631,506
1025	Facilities Reserve Fund	282,714
Total Reserve Funds		\$ 5,942,861
1200	Capital Improvement Fund	\$ (945,501)
2210	ISF - Stores Fund	\$ 50,185
2211	ISF - Information Technology	412,158
2212	ISF - Equipment Replacement	239,924
2213	ISF - Self-Insurance Liability	(315,812)
2214	ISF - Workers Compensation	18,749
2216	ISF - Compensated Absences	(112,724)
Total Internal Service Funds		\$ 292,480
TOTAL AVAILABLE GENERAL FUNDS		\$ (1,258,581)
1300	SLESF - Supl Law Enfc	\$ 199,825
1305	Restricted TOT	71,083
1308	SB1 Road Maint. & Rehab.	838,939
1309	RTC Streets	978,580
1310	Gas Tax	321,901
1311	Wharf	76,049
1313	General Plan Update and Maint	357,418
1314	Green Building Education	277,214
1315	Public Art Fee Fund	125,200
1316	Parking Reserve Fund	737
1317	Technology Fee Fund	109,763
1320	PEG - Public Education and Govt	68,094
1321	BIA - Capitola Village-Wharf BIA	7,601
1350	CDBG Grants	124,676
1351	CDBG Program Income	960
1360	Library Fund	17,105
1370	HOME Reuse	1,106,168
1372	Housing Trust	351,734
1373	Permanent Local Housing Allocatic	467,433
5552	Cap Hsg Succ- Program Income	2,067,017
Total Special Revenue Funds		\$ 7,567,496
TOTAL CITY CASH BALANCE		\$ 6,308,915

(1) August 29th balance does not include \$952,139 held in the OPEB Trust.


 Jamie Goldstein
 City Manager

9/17/25
 Date


 Jim Malberg
 Administrative Services Director

9/16/25
 Date

City Checks Issued August 29, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104706	08/29/2025			ALLSAFE LOCK COMPANY	\$13.63
	Invoice	Date	Description		Amount
	641768	08/26/2025	Keys		\$13.63
104707	08/29/2025			AMAZON CAPITAL SERVICES	\$1,652.12
	Invoice	Date	Description		Amount
	1Y7D-VKTT-L41M	08/23/2025	Credit Memo for 119Q-DKLT-9DQQ		(\$15.72)
	1VVL-FQD6-L1JT	08/23/2025	Credit Memo for 119Q-DKLT-9DQQ		(\$15.72)
	1QCR-DL NJ-K9QJ	08/23/2025	Credit Memo for 119Q-DKLT-9DQQ		(\$15.72)
	1NCM-V7QQ-14L3	08/21/2025	Wet/Dry Vacuum		\$247.37
	1316-YR99-CFKN	08/27/2025	Batteries		\$321.16
	1C13-RC3K-6JQ7	08/27/2025	Clock		\$41.29
	14HF-XGJC-1LKR	08/21/2025	Paper bags		\$20.75
	1YVD-W4C7-WY9F	08/19/2025	Standing desk, table cart		\$403.46
	1LCV-FLQ7-1NT3	08/21/2025	Extension cord		\$20.75
	14HR-P9LV-7RQC	08/22/2025	Dog waste dispenser		\$644.50
104708	08/29/2025			AMERICAN TRAFFIC SOLUTIONS INC.	\$4,392.49
	Invoice	Date	Description		Amount
	INV0106194	08/26/2025	2nd Half of FY24/25 Red Light Revenue		\$4,392.49
104709	08/29/2025			BAYPLS	\$250.00
	Invoice	Date	Description		Amount
	30608	07/31/2025	Phlebotomy Fee and Warrant		\$250.00
104710	08/29/2025			BPS TACTICAL, INC.	\$8,232.98
	Invoice	Date	Description		Amount
	25031552	08/25/2025	Bulletproof Vests		\$4,840.78
	25031553	08/25/2025	Bulletproof Vest Covers		\$3,392.20
104711	08/29/2025			BURKE WILLIAMS AND SORENSEN LLP	\$1,748.50
	Invoice	Date	Description		Amount
	346996	07/23/2025	July Planning Legal Services		\$1,196.00
	347002	07/23/2025	June 427 Riverview Legal Services		\$552.50
104712	08/29/2025			CA DEPARTMENT OF JUSTICE	\$147.00
	Invoice	Date	Description		Amount
	835975	08/07/2025	July fingerprinting		\$147.00
104713	08/29/2025			CAPITOLA-SOQUEL CHAMBER OF COMMERCE	\$10,302.12
	Invoice	Date	Description		Amount
	CSCC063025	06/30/2025	FY/24/25 Q4 TOT		\$10,302.12
			1305 - Restricted TOT		

City Checks Issued August 29, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104714	08/29/2025			CODE PUBLISHING COMPANY	\$1,590.00
	Invoice	Date	Description		Amount
	GC00131552	08/20/2025	Municipal code web update		\$1,590.00
104715	08/29/2025			COVELLO AND COVELLO PHOTOGRAPHY	\$4,546.39
	Invoice	Date	Description		Amount
	1097	07/17/2025	Jr. Guards Photography Sessions		\$4,326.89
	1106	08/21/2025	Jr. Guards Photography Additional Prints		\$219.50
104716	08/29/2025			EXCEEDIO	\$10,408.33
	Invoice	Date	Description		Amount
	17793	09/01/2025	September Jade Street IT Services		\$304.81
	17794	09/01/2025	September IT services		\$10,103.52
			2211 - ISF - Information Technology		
104717	08/29/2025			FLYERS ENERGY LLC	\$4,312.68
	Invoice	Date	Description		Amount
	25-451859	08/22/2025	706 gallons gasoline		\$3,045.31
	25-451860	08/22/2025	269 gallons diesel		\$1,267.37
104718	08/29/2025			HEIDI MICHELLE WOODMANSEE	\$1,040.00
	Invoice	Date	Description		Amount
	HW082525	08/25/2025	Instructor payment		\$1,040.00
104719	08/29/2025			HH ASSOCIATES US, INC	\$841.38
	Invoice	Date	Description		Amount
	261776889	08/20/2025	Parking Citations		\$841.38
104720	08/29/2025			HINDERLITER DELLAMAS AND ASSOCIATES	\$1,447.61
	Invoice	Date	Description		Amount
	SIN053324	07/31/2025	July TOT and STR admin fees		\$1,447.61
104721	08/29/2025			KATHLEEN BROWN	\$429.00
	Invoice	Date	Description		Amount
	KB082525	08/25/2025	Instructor payment		\$429.00
104722	08/29/2025			KBA Document Solutions LLC	\$164.40
	Invoice	Date	Description		Amount
	55Y1552676	08/25/2025	City Hall copier usage charges		\$164.40
			2211 - ISF - Information Technology		

City Checks Issued August 29, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104723	08/29/2025			KIMLEY HORN AND ASSOCIATES INC	\$19,981.22
	Invoice	Date	Description		Amount
	32723405	07/31/2025	Capitola Local Roadway Safety Plan Services		\$19,981.22
		1310 - Gas Tax			
104724	08/29/2025			KING'S PAINT AND PAPER INC.	\$420.55
	Invoice	Date	Description		Amount
	7CVQ5	08/21/2025	Paint		\$199.37
	UFYBR	08/21/2025	Paint		\$199.37
	8XS95	08/22/2025	Color samples		\$21.81
104725	08/29/2025			LABORMAX STAFFING	\$2,489.07
	Invoice	Date	Description		Amount
	26-462133	08/22/2025	Public works seasonal labor 8/18 - 8/22/25		\$2,489.07
104726	08/29/2025			LAURA ALIOTO	\$105.00
	Invoice	Date	Description		Amount
	LA082525	08/25/2025	Instructor payment		\$105.00
104727	08/29/2025			LC ACTION POLICE SUPPLY LTD	\$406.30
	Invoice	Date	Description		Amount
	477619	07/07/2025	G17 Mos and Red Dot Holster		\$406.30
104728	08/29/2025			LINDE GAS & EQUIPMENT INC.	\$234.92
	Invoice	Date	Description		Amount
	51620168	08/22/2025	Acetylene rental		\$234.92
104729	08/29/2025			McMASTER-CARR SUPPLY COMPANY	\$225.64
	Invoice	Date	Description		Amount
	50939492	08/25/2025	Low carbon steel disc		\$225.64
104730	08/29/2025			MID COUNTY AUTO SUPPLY	\$145.68
	Invoice	Date	Description		Amount
	M-3092008	08/26/2025	Filters		\$132.09
	M-3093377	08/27/2025	Cleaner		\$13.59
104731	08/29/2025			MISSION LINEN SUPPLY	\$346.36
	Invoice	Date	Description		Amount
	524477513	08/27/2025	Fleet towels, uniform cleaning		\$52.05
	524477514	08/27/2025	Corp. Yard linen service		\$294.31

City Checks Issued August 29, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104732	08/29/2025			MONTEREY BAY ANALYTICAL SERVICES INC	\$537.00
	Invoice	Date	Description		Amount
	250729_011	07/29/2025	Dry Weather Diversion Sampling		\$537.00
104733	08/29/2025			NICHOLE BRYANT	\$314.96
	Invoice	Date	Description		Amount
	NB082725	08/27/2025	Afterschool snacks reimbursement		\$314.96
104734	08/29/2025			PACIFIC GAS & ELECTRIC	\$16,856.27
	Invoice	Date	Description		Amount
	PGE082025-acct5	08/20/2025	August Monthly utilities		\$16,856.27
			1000 - General Fund		\$7,612.90
			1300 - SLESF - Supl Law Enfc		\$102.99
			1310 - Gas Tax		\$8,119.63
			1311 - Wharf		\$1,020.75
104735	08/29/2025			PHOENIX GROUP INFORMATION SYSTEMS	\$4,597.19
	Invoice	Date	Description		Amount
	072025070	08/20/2025	July 2025 Citation Processing		\$4,597.19
104736	08/29/2025			PITNEY BOWES	\$1,241.99
	Invoice	Date	Description		Amount
	PB081925	08/19/2025	City Hall postage machine refill		\$1,241.99
			2210 - ISF - Stores Fund		
104737	08/29/2025			ROBERT M PATTERSON	\$150.00
	Invoice	Date	Description		Amount
	RP082425	08/24/2025	Administrative Reviews Billing Statement 8/24/2025		\$150.00
104738	08/29/2025			SANTA CRUZ COUNTY DEPT OF PUBLIC WORKS	\$940.51
	Invoice	Date	Description		Amount
	ZONEV-20250132	08/27/2025	Zone V pass through payment		\$940.51
104739	08/29/2025			SANTA CRUZ COUNTY SANITATION DISTRICT	\$671.12
	Invoice	Date	Description		Amount
	SCCO062525	06/25/2025	Annual Sewer Service Discharge permit DWD001		\$671.12
104740	08/29/2025			SECURITY CRIME PREVENTION CORP	\$2,532.75
	Invoice	Date	Description		Amount
	4128	08/01/2025	July 2025 Prisoner Watch and Standby		\$2,532.75

City Checks Issued August 29, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104741	08/29/2025			SHANTA SHENOY	\$1,560.00
	Invoice	Date	Description		Amount
	SS082125	08/21/2025	Instructor payment		\$422.50
	SS082525	08/25/2025	Instructor payment		\$1,137.50
104742	08/29/2025	Payment made 09/10/2025		SHEILA BURT	\$136.50
	Invoice	Date	Description		Amount
	SB082525	08/25/2025	Instructor payment		\$136.50
104743	08/29/2025			SSB CONSTRUCTION	\$302,905.12
	Invoice	Date	Description		Amount
	SSB#4	07/31/2025	Community Center Renovation Project thru 7.31.25		\$302,905.12
			1200 - Capital Improvement Fund		
104744	08/29/2025			STAPLES ADVANTAGE	\$302.84
	Invoice	Date	Description		Amount
	6039746230	08/15/2025	Copier paper, rubberbands, green paper		\$100.03
	6040105824	08/20/2025	Catalog Envelopes		\$24.23
	6040105826	08/20/2025	Banker Boxes		\$99.95
	6040105827	08/20/2025	Coin Envelopes and Pens		\$78.63
			1000 - General Fund		\$202.81
			2210 - ISF - Stores Fund		\$100.03
104745	08/29/2025			STOP COMPANY	\$123.60
	Invoice	Date	Description		Amount
	1824	08/18/2025	Detour signs, sidewalk closed signs		\$123.60
104746	08/29/2025			STREAMLINE PUBLISHING INC	\$275.00
	Invoice	Date	Description		Amount
	INV24064	08/20/2025	Plein Air Advertising		\$275.00
104747	08/29/2025			T MOBILE	\$601.28
	Invoice	Date	Description		Amount
	TM082025	08/20/2025	August cell phone usage - acct # 989440968		\$403.20
	TM081525	08/15/2025	August cell phone usage - acct # 947590665		\$198.08
104748	08/29/2025			TRANSPORTATION ALLIANCE BANK INC.	\$440.32
	Invoice	Date	Description		Amount
	691032	08/21/2025	Spring		\$303.68
	691046	08/22/2025	Clamp hose		\$136.64
			1310 - Gas Tax		

City Checks Issued August 29, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104749	08/29/2025			UNISAFE INC	\$734.04
	Invoice	Date	Description		Amount
	725653	08/19/2025	Evidence and Property Supplies		\$734.04
104750	08/29/2025			UNITED STATES POSTAL SERVICE	\$1,600.00
	Invoice	Date	Description		Amount
	USPS082625	08/26/2025	Permit #7013 fee- USPS Marketing Mail		\$1,600.00
			2210 - ISF - Stores Fund		
104751	08/29/2025			VERIZON WIRELESS	\$2,444.24
	Invoice	Date	Description		Amount
	6120708010	08/10/2025	August telephone charges		\$2,444.24
104752	08/29/2025			VISIT SANTA CRUZ COUNTY	\$70,929.44
	Invoice	Date	Description		Amount
	VSCC063025	06/30/2025	FY24/25 Q4 TMD		\$70,929.44
104753	08/29/2025			ANNETTE KAMOSS	\$72.00
	Invoice	Date	Description		Amount
	AK082525	08/25/2025	Camp Capitola Refund		\$72.00
104754	08/29/2025			BONNIE MCKINNEY	\$72.00
	Invoice	Date	Description		Amount
	BM082525	08/25/2025	Camp Capitola Refund		\$72.00
104755	08/29/2025			CHRISSY JACOBS	\$391.00
	Invoice	Date	Description		Amount
	CJ082525	08/25/2025	Jr. Guards Refund		\$391.00
104756	08/29/2025			CHRISTIN COFFIN	\$72.00
	Invoice	Date	Description		Amount
	CC082525	08/25/2025	Camp Capitola Refund		\$72.00
104757	08/29/2025			DINO LABISTE	\$172.30
	Invoice	Date	Description		Amount
	CHM52025	08/22/2025	Capitola Historical Museum - brushes		\$172.30
104758	08/29/2025			GEORGE MALACHOWSKI	\$72.00
	Invoice	Date	Description		Amount
	GM082525	08/25/2025	Camp Capitola Refund		\$72.00

City Checks Issued August 29, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104759	08/29/2025			JENNIFER FLANIEN	\$72.00
	Invoice	Date	Description		Amount
	JF082525	08/25/2025	Camp Capitola Refund		\$72.00
104760	08/29/2025			JESSIE RIVERA	\$72.00
	Invoice	Date	Description		Amount
	JR082525	08/25/2025	Camp Capitola Refund		\$72.00
104761	08/29/2025			KERY HYATT	\$144.00
	Invoice	Date	Description		Amount
	KH082525	08/25/2025	Camp Capitola Refund		\$144.00
104762	08/29/2025			LA SELVA TREE CARE	\$500.00
	Invoice	Date	Description		Amount
	LSTC081825	08/18/2025	Tree Deposit Refund #25-0303		\$500.00
104763	08/29/2025			LAURA MOLANCHON	\$72.00
	Invoice	Date	Description		Amount
	LM082525	08/25/2025	Camp Capitola Refund		\$72.00
104764	08/29/2025			LEAH ROGERS	\$216.00
	Invoice	Date	Description		Amount
	LR082525	08/25/2025	Camp Capitola Refund		\$216.00
104765	08/29/2025			LISA CHIORELLO	\$72.00
	Invoice	Date	Description		Amount
	LC082525	08/25/2025	Camp Capitola Refund		\$72.00
104766	08/29/2025			LISA CHIORELLO	\$72.00
	Invoice	Date	Description		Amount
	LC0825252	08/25/2025	Camp Capitola Refund		\$72.00

City Checks Issued August 29, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104767	08/29/2025			LISHANNA EMMERT	\$72.00
	Invoice	Date	Description		Amount
	LE082525	08/25/2025	Camp Capitola Refund		\$72.00
104768	08/29/2025			LISHANNA EMMERT	\$72.00
	Invoice	Date	Description		Amount
	LE0825252	08/25/2025	Camp Capitola Refund		\$72.00
104769	08/29/2025			MARIE WALKER	\$72.00
	Invoice	Date	Description		Amount
	MW082525	08/25/2025	Camp Capitola Refund		\$72.00
104770	08/29/2025			MARIKA RIGGS	\$72.00
	Invoice	Date	Description		Amount
	MR082525	08/25/2025	Camp Capitola Refund		\$72.00
104771	08/29/2025			MATT SCHWARTZ	\$432.00
	Invoice	Date	Description		Amount
	MS082525	08/25/2025	Camp Capitola Refund		\$432.00
104772	08/29/2025			MEIGON DUNCAN	\$72.00
	Invoice	Date	Description		Amount
	MD082525	08/25/2025	Camp Capitola Refund		\$72.00
104773	08/29/2025			MICAELA LOPEZ	\$72.00
	Invoice	Date	Description		Amount
	ML082525	08/25/2025	Camp Capitola Refund		\$72.00
104774	08/29/2025			REBECCA BORGHI	\$72.00
	Invoice	Date	Description		Amount
	RB082525	08/25/2025	Camp Capitola Refund		\$72.00
104775	08/29/2025			RHONDA KAESEMEYER	\$144.00
	Invoice	Date	Description		Amount
	RK082525	08/25/2025	Camp Capitola Refund		\$144.00

City Checks Issued August 29, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
Type Check Totals:					\$488,918.84
<u>EFT</u>					
22	08/25/2025	08/31/2025	SANTA CRUZ COUNTY BANK		\$30,219.17
	Invoice	Date	Description	Amount	
	SCCB073125	07/31/2025	July Credit Card Charges	\$30,219.17	
		1000 - General Fund		\$29,697.26	
		2210 - ISF - Stores Fund		\$521.91	
Type EFT Totals:					\$30,219.17
SCCB - SCCB Payroll					
<u>Check</u>					
7200	08/29/2025		AFLAC		\$1,589.46
	Invoice	Date	Description	Amount	
	091064	08/25/2025	August supplemental insurance	\$1,589.46	
		1001 - Payroll Payables			
7201	08/29/2025		BENEFIT COORDINATORS CORP.		\$5,920.60
	Invoice	Date	Description	Amount	
	B0JX4Q	08/01/2025	August dental & vision insurance	\$5,920.60	
		1001 - Payroll Payables			
7202	08/29/2025		CAPITOLA PEACE OFFICERS ASSOCIATION		\$1,218.00
	Invoice	Date	Description	Amount	
	POA082225	08/22/2025	POA & gym dues PPE 8-16-25	\$1,218.00	
		1001 - Payroll Payables			
7203	08/29/2025		LIUNA PENSION FUND		\$1,316.84
	Invoice	Date	Description	Amount	
	FZ6708	08/25/2025	LIUNA pension dues - August	\$1,316.84	
		1001 - Payroll Payables			
7204	08/29/2025		UNITED WAY OF SANTA CRUZ COUNTY		\$20.00
	Invoice	Date	Description	Amount	
	UW083125	08/22/2025	August United Way contributions	\$20.00	
		1001 - Payroll Payables			
7205	08/29/2025		UPEC LIUNA LOCAL 792		\$978.50
	Invoice	Date	Description	Amount	
	UPEC083125	08/01/2025	UPEC - UPEC Dues	\$978.50	
		1001 - Payroll Payables			

City Checks Issued August 29, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
7206	08/29/2025			US BANK PARS Acct 6746022400	\$1,883.86
	Invoice	Date	Description		Amount
	PARS082225	08/22/2025	PARS contributions PPE 8/16/25		\$1,883.86
			1001 - Payroll Payables		
Type Check Totals:					\$12,927.26
<u>EFT</u>					
1788	08/25/2025		08/31/2025	WEX HEALTH INC.	\$135.00
	Invoice	Date	Description		Amount
	0002199986-IN	07/31/2025	July COBRA and FSA admin.		\$135.00
1790	08/28/2025		08/31/2025	CalPERS Health Insurance	\$91,392.60
	Invoice	Date	Description		Amount
	1002988329	08/14/2025	September health insurance		\$91,392.60
			1000 - General Fund		\$4,037.78
			1001 - Payroll Payables		\$87,354.82
1791	08/26/2025		08/31/2025	CalPERS Member Services Division	\$70,541.58
	Invoice	Date	Description		Amount
	1002986759-62	08/22/2025	PERS contributions PPE 8/16/25		\$70,541.58
			1000 - General Fund		\$0.03
			1001 - Payroll Payables		\$70,541.55
1792	08/25/2025		08/31/2025	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$10,182.76
	Invoice	Date	Description		Amount
	0-861-872-208	08/22/2025	State taxes PPE 8-16-22		\$10,182.76
			1001 - Payroll Payables		
1793	08/25/2025		08/31/2025	INTERNAL REVENUE SERVICE	\$39,894.14
	Invoice	Date	Description		Amount
	45223841	08/22/2025	Federal taxes & Medicare PPE 8-16-25 & employee fir		\$39,894.14
			1001 - Payroll Payables		
1794	08/25/2025		08/31/2025	STATE DISBURSEMENT UNIT	\$1,197.67
	Invoice	Date	Description		Amount
	53544363	08/22/2025	Employee garnishment PPE 8-16-25		\$1,197.67
			1001 - Payroll Payables		

City Checks Issued August 29, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
1795	08/25/2025		08/31/2025	VOYA FINANCIAL	\$11,790.18
	Invoice	Date	Description		Amount
	VOYA082225	08/22/2025	Employee 457 contributions PPE 8-16-25		\$11,790.18
		1001 - Payroll Payables			
1796	08/29/2025		08/31/2025	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$17.80
	Invoice	Date	Description		Amount
	2026-00000166	08/28/2025	STATE - State		\$17.80
		1001 - Payroll Payables			
1797	08/28/2025		08/31/2025	INTERNAL REVENUE SERVICE	\$268.89
	Invoice	Date	Description		Amount
	74701598	08/27/2025	Federal taxes & Medicare employee final checks		\$268.89
		1001 - Payroll Payables			
Type EFT Totals:					\$225,420.62
Checks					70
					\$488,918.84
EFTs					1
					\$30,219.17
All					71
					\$519,138.01
Payroll Totals					
Checks					10
					\$15,856.44
EFTs					9
					\$225,420.62
All					19
					\$241,277.06
Grand Totals:					
Checks					80
					\$504,775.28
EFTs					10
					\$255,639.79
All					90
					\$760,415.07

Cash Position – City of Capitola

September 5, 2025

City main account checks dated September 5, 2025, numbered 104776 to 104828 totaling \$119,130.35, 1 EFT totaling \$79.53, 7 payroll checks totaling \$2,276.98, and 119 payroll EFTs totaling \$233,249.36 for a grand total of \$354,736.22, have been reviewed and authorized for distribution by the City Manager.

As of September 5, 2025, the unaudited cash balance is \$6,287,299.

CASH BALANCE September 5, 2025

Fund	Description	Ending Balance
1000	General Fund	\$ (6,868,245)
1001	Payroll Payables	196,903
Total General Funds		\$ (6,671,342)
1010	Contingency Reserve	\$ 2,364,346
1015	PERS Contingency Fund	1,690,919
1020	Emergency Reserve	1,631,506
1025	Facilities Reserve Fund	282,714
Total Reserve Funds		\$ 5,969,484
1200	Capital Improvement Fund	\$ (887,519)
2210	ISF - Stores Fund	\$ 50,025
2211	ISF - Information Technology	405,850
2212	ISF - Equipment Replacement	239,924
2213	ISF - Self-Insurance Liability	(315,812)
2214	ISF - Workers Compensation	18,749
2216	ISF - Compensated Absences	(112,724)
Total Internal Service Funds		\$ 286,011
TOTAL AVAILABLE GENERAL FUNDS		\$ (1,303,366)
1300	SLESF - Supl Law Enfc	\$ 199,825
1305	Restricted TOT	71,083
1308	SB1 Road Maint. & Rehab.	838,939
1309	RTC Streets	978,580
1310	Gas Tax	345,787
1311	Wharf	74,480
1313	General Plan Update and Maint	347,224
1314	Green Building Education	274,714
1315	Public Art Fee Fund	135,200
1316	Parking Reserve Fund	737
1317	Technology Fee Fund	110,311
1320	PEG - Public Education and Govt	68,094
1321	BIA - Capitola Village-Wharf BIA	7,691
1350	CDBG Grants	124,676
1351	CDBG Program Income	960
1360	Library Fund	17,105
1370	HOME Reuse	1,106,168
1372	Housing Trust	351,734
1373	Permanent Local Housing Allocatic	467,433
5552	Cap Hsg Succ- Program Income	2,069,926
Total Special Revenue Funds		\$ 7,590,665
TOTAL CITY CASH BALANCE		\$ 6,287,299

(1) September 5th balance does not include \$952,139 held in the OPEB Trust.


 Jamie Goldstein
 City Manager

9/17/25
 Date


 Jim Malberg
 Administrative Services Director

9/16/25
 Date

City Checks Issued September 5, 2025

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104776	09/05/2025			AMAZON CAPITAL SERVICES	\$717.72
	Invoice	Date	Description		Amount
	13WV-71Q4-HCHL	08/27/2025	Thermoflask		\$36.81
	1KCQ-RNX3-TJL1	07/18/2025	Camp Capitola supplies		\$212.05
	1XFM-CG41-P9TM	08/29/2025	iPhone case		\$63.26
	1GMQ-TNK7-PPJD	08/29/2025	Closed sign		\$21.84
	1DXM-PNRG-DH9X	09/02/2025	N95 masks		\$70.35
	1DFD-HVLH-DGR3	09/02/2025	Vacuum valve		\$87.37
	1LW4-F4G6-CHMV	09/02/2025	Tapping screws		\$10.68
	1CCM-Y1D4-CYWT	09/02/2025	Magnetic nut driver set		\$54.40
	167Y-3P3Y-DYHH	09/02/2025	Pens, sticky notes, paint brush, wagon cart		\$145.60
	17RQ-JN7R-9XR4	09/03/2025	Dust bag		\$15.36
		1000 - General Fund		\$654.46	
		2211 - ISF - Information Technology		\$63.26	
104777	09/05/2025			B & B SMALL ENGINE REPAIR	\$886.90
	Invoice	Date	Description		Amount
	71146	09/03/2025	Cordless blower, battery, folding saw, pruning saw		\$886.90
104778	09/05/2025			BAY PHOTO LAB	\$51.96
	Invoice	Date	Description		Amount
	R6683462	08/29/2025	Photo prints		\$51.96
104779	09/05/2025			BOONE LOW RATLIFF ARCHITECTS INC	\$6,057.50
	Invoice	Date	Description		Amount
	4317	08/05/2025	Community Center Patio Renovation Services		\$6,057.50
		1200 - Capital Improvement Fund			
104780	09/05/2025			BOWMAN & WILLIAMS INC.	\$4,400.00
	Invoice	Date	Description		Amount
	19439	08/12/2025	Escalona Dr Project Services		\$4,400.00
104781	09/05/2025			BRINKS AWARDS & SIGNS	\$108.65
	Invoice	Date	Description		Amount
	90580	08/21/2025	Plaques & Awards		\$108.65
104782	09/05/2025			CINTAS CORPORATION	\$131.69
	Invoice	Date	Description		Amount
	5286994201	08/18/2025	Corp yard first aid supplies		\$131.69
104783	09/05/2025			CIVICPLUS LLC	\$3,800.00
	Invoice	Date	Description		Amount
	342907	09/01/2025	Municode Codification Annual Renewal		\$3,800.00
		2211 - ISF - Information Technology			
104784	09/05/2025			CLARK SERVICES	\$4,075.00

City Checks Issued September 5, 2025

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
	Invoice	Date	Description		Amount
	18638	08/23/2025	FY25/26 Village Sidewalk Cleaning		\$4,075.00
104785	09/05/2025			COAST LOCK & SAFE INC.	\$60.64
	Invoice	Date	Description		Amount
	034120	08/13/2025	Indicator deadbolt		\$60.64
104786	09/05/2025			COUNTY OF SANTA CRUZ	\$5,000.00
	Invoice	Date	Description		Amount
	01RCPCAP08052025	08/19/2025	Monterey Bay Area Regional Climate Project Administration		\$5,000.00
			1314 - Green Building Education		
104787	09/05/2025			CRYSTAL SPRINGS WATER CO.	\$431.95
	Invoice	Date	Description		Amount
	CSW092925	08/29/2025	August drinking water		\$431.95
104788	09/05/2025			DERO	\$14,628.59
	Invoice	Date	Description		Amount
	INV-00077311	08/27/2025	Wave Shaped Bike Racks for Wharf		\$14,628.59
			1200 - Capital Improvement Fund		
104789	09/05/2025			EAST BAY TIRE CO.	\$2,496.87
	Invoice	Date	Description		Amount
	2169527	08/21/2025	Tire service		\$945.13
	2170192	08/25/2025	Tire services		\$775.87
	2170679	08/26/2025	Tire services		\$775.87
104790	09/05/2025			ENVIRONMENTAL INNOVATIONS INC.	\$1,775.00
	Invoice	Date	Description		Amount
	3218	08/29/2025	CalRecycle August outreach		\$1,775.00
104791	09/05/2025			Eric Martin	\$2,989.19
	Invoice	Date	Description		Amount
	EM090325	09/03/2025	Building Official Exams Reimbursement		\$1,200.00
	EM090225	09/02/2025	Building Official Educational Materials & Exams Reimbursement		\$1,789.19
104792	09/05/2025			EWING IRRIGATION	\$1,679.23
	Invoice	Date	Description		Amount
	27145692	08/05/2025	Bucket, gloves, pruning, staking flags, pvc couplings		\$1,679.23

City Checks Issued September 5, 2025

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104793	09/05/2025			EXECUTIVE FACILITIES SERVICES, INC.	\$7,634.99
	Invoice	Date	Description		Amount
	35178	08/31/2025	August Janitorial Services		\$7,634.99
			1000 - General Fund		\$6,245.27
			1311 - Wharf		\$1,389.72
104794	09/05/2025			FLYERS ENERGY LLC	\$58.72
	Invoice	Date	Description		Amount
	CFS-4358373	08/31/2025	Card processing		\$58.72
104795	09/05/2025			GRAINGER	\$320.94
	Invoice	Date	Description		Amount
	9611927469	08/18/2025	Pliers		\$165.12
	9611829707	08/18/2025	Water hammer		\$155.82
104796	09/05/2025			GRANITE ROCK COMPANY	\$1,795.63
	Invoice	Date	Description		Amount
	2245005	08/23/2025	Granite patch		\$1,795.63
104797	09/05/2025			HD SUPPLY FORMERLY HOME DEPOT PRO	\$2,882.23
	Invoice	Date	Description		Amount
	890235815	08/22/2025	Cleaning supplies		\$2,882.23
104798	09/05/2025			Hi-Line Inc.	\$138.10
	Invoice	Date	Description		Amount
	151756218022	08/26/2025	Shield retainers, hex heads, cable tie		\$138.10
104799	09/05/2025			HINDERLITER DELLAMAS AND ASSOCIATES	\$3,048.23
	Invoice	Date	Description		Amount
	SIN053838	08/31/2025	District Sales Tax Auditing Services Q1 44053		\$3,048.23
104800	09/05/2025			HOME DEPOT CREDIT SERVICES	\$607.24
	Invoice	Date	Description		Amount
	8510018	08/11/2025	Paint		\$72.96
	1644222	08/18/2025	Lumber, metal lath		\$45.37
	2621600	08/07/2025	Couplings, adapters, saw blades, flaps		\$101.30
	4633993	08/25/2025	Angle plug, ez clips, bushings, pliers, rubber cord		\$170.60
	4623444	08/15/2025	Poly roller, paint, brushes		\$119.55
	1623953	08/18/2025	Sakrete concrete		\$9.81
	6616439	08/13/2025	Kneeling pad, ratchet strap, sakrete concrete		\$87.65

City Checks Issued September 5, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104801	09/05/2025			JACKIE YEUNG	\$1,805.35
	Invoice	Date	Description		Amount
	JY082225	08/22/2025	Less Lethal Instructor Course Travel Reimbursement (POST)		\$1,805.35
104802	09/05/2025			KOSMONT COMPANIES	\$6,181.40
	Invoice	Date	Description		Amount
	2507.3-001	07/31/2025	BOV for Escalona ROW		\$6,181.40
104803	09/05/2025			LABORMAX STAFFING	\$2,489.07
	Invoice	Date	Description		Amount
	26-463405	08/29/2025	Public works seasonal labor 8/25 - 8/29/25		\$2,489.07
104804	09/05/2025			LAURA ALIOTO	\$918.75
	Invoice	Date	Description		Amount
	LA090225	09/02/2025	Instructor payment		\$918.75
104805	09/05/2025			MISSION LINEN SUPPLY	\$438.31
	Invoice	Date	Description		Amount
	524508344	09/03/2025	Fleet towels, uniform cleaning		\$69.90
	524508345	09/03/2025	Corp. Yard linen service		\$368.41
104806	09/05/2025			O'REILLY AUTO PARTS	\$41.49
	Invoice	Date	Description		Amount
	2763-145393	08/27/2025	Gear oil		\$41.49
104807	09/05/2025			OUTDOOR SUPPLY HARDWARE	\$721.81
	Invoice	Date	Description		Amount
	603	08/21/2025	Spray paint, tray liner		\$47.45
	568	08/04/2025	Bristle, brush, marker, roller tray, oil, rags		\$122.82
	582	08/08/2025	Utility knife and blade		\$24.01
	596	08/15/2025	Tool box		\$152.94
	601	08/19/2025	Palm queen		\$107.04
	580	08/07/2025	Drill bits, hammer		\$64.44
	598	08/15/2025	Fence posts, cable ties		\$124.51
	599	08/16/2025	Fence posts		\$54.61
	594	08/14/2025	Foam spray, hornet killer spray		\$23.99
			1000 - General Fund		\$542.69
			1311 - Wharf		\$179.12

City Checks Issued September 5, 2025

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104808	09/05/2025			PACIFIC GAS & ELECTRIC	\$29.56
	Invoice	Date	Description		Amount
	PGE082725-acct9	08/27/2025	August Monthly Utilities Additional		\$29.56
		1310 - Gas Tax			
104809	09/05/2025			PALACE BUSINESS SOLUTIONS	\$9.67
	Invoice	Date	Description		Amount
	2450689-0	09/03/2025	Certificate holder		\$9.67
104810	09/05/2025			PALOMAR BALLROOM	\$300.00
	Invoice	Date	Description		Amount
	1	08/25/2025	Palomar Ballroom Boogie on the Wharf		\$300.00
104811	09/05/2025			PETERSON CATERPILLAR	\$252.78
	Invoice	Date	Description		Amount
	PC080216604	08/28/2025	Filter lube		\$252.78
104812	09/05/2025			PETTY CASH CUSTODIAN	\$451.23
	Invoice	Date	Description		Amount
	PC090525	09/05/2025	Petty cash expenses July - August		\$451.23
104813	09/05/2025			PK SAFETY SUPPLY	\$278.98
	Invoice	Date	Description		Amount
	506762	09/02/2025	N95 Respirators		\$278.98
104814	09/05/2025			ROSS RECREATION EQUIP CO INC.	\$488.04
	Invoice	Date	Description		Amount
	I27967	07/25/2025	Swing chains		\$488.04

City Checks Issued September 5, 2025

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104815	09/05/2025			SAN LORENZO LUMBER	\$197.09
	Invoice	Date	Description		Amount
	55-0983569	08/28/2025	Tile chisel		\$17.51
	55-0983791	08/29/2025	Tamper plate		\$179.58
104816	09/05/2025			SANTA CRUZ AUTO PARTS INC.	\$384.37
	Invoice	Date	Description		Amount
	527137	08/28/2025	Transmission fluid		\$94.76
	526787	08/22/2025	Epoxy, spreaders		\$289.61
104817	09/05/2025			SANTA CRUZ BACKFLOW TESTING & REPAIR	\$626.00
	Invoice	Date	Description		Amount
	81825C	08/22/2025	Annual backflow test		\$626.00
104818	09/05/2025			SANTA CRUZ LIVE SCAN INC.	\$30.00
	Invoice	Date	Description		Amount
	61	09/01/2025	New hire live scans		\$30.00
104819	09/05/2025			SOQUEL CREEK WATER DISTRICT	\$6,149.21
	Invoice	Date	Description		Amount
	06-14476-0081825	08/18/2025	06-14476-00 430 Kennedy Drive water service		\$205.33
	08-15299-0081825	08/18/2025	08-15299-00 Monterey Ave. water		\$160.03
	08-15562-0081825	08/18/2025	08-15562-00 Cliff and Fairview water service		\$90.10
	09-15964-0081825	08/18/2025	09-15964-00 Monterey Ave. Esplanade water		\$4,822.35
	13-10919-0081825	08/18/2025	13-10919-00 2000 Wharf Road water service		\$44.46
	10-16317-0081825	08/18/2025	10-16317-00 420 Capitola Ave. water		\$495.40
	10-16315-0081825	08/18/2025	10-16315-00 504 Beulah Dr. water		\$121.48
	10-16316-0081825	08/18/2025	10-16316-00 426 Capitola Ave. water		\$210.06
104820	09/05/2025			SPECTRUM BUSINESS	\$3,785.51
	Invoice	Date	Description		Amount
	170005701082125	08/21/2025	September internet service		\$3,785.51
			1000 - General Fund		\$1,578.07
			2211 - ISF - Information Technology		\$2,207.44

City Checks Issued September 5, 2025

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104821	09/05/2025			SWA GROUP INC	\$16,013.67
	Invoice	Date	Description		Amount
	206022	08/26/2025	41st Avenue Corridor Study Services through 7.31.25		\$16,013.67
			1313 - General Plan Update and Maint		
104822	09/05/2025			TIMECLOCK PLUS, LLC	\$1,663.20
	Invoice	Date	Description		Amount
	INV00438292	09/02/2025	Humanity Classic Employee License Annual		\$1,663.20
104823	09/05/2025			TPX COMMUNICATIONS	\$2,137.87
	Invoice	Date	Description		Amount
	186940304-0	08/23/2025	August phone service		\$2,137.87
			1000 - General Fund		\$1,900.31
			2211 - ISF - Information Technology		\$237.56
104824	09/05/2025			TRACIE HERNANDEZ	\$1,006.05
	Invoice	Date	Description		Amount
	TH081325	08/13/2025	Site Visit for Police Records Management System Reimbursement		\$1,006.05
104825	09/05/2025			TYLER BUSINESS FORMS	\$181.94
	Invoice	Date	Description		Amount
	105234	08/28/2025	W2 Envelopes		\$181.94
104826	09/05/2025			UNITED STATES POSTAL SERVICE	\$6,487.23
	Invoice	Date	Description		Amount
	USPS090225	09/02/2025	Permit #7013 fee- USPS Marketing Mail		\$6,487.23
104827	09/05/2025			US BANK EQUIPMENT FINANCE	\$174.80
	Invoice	Date	Description		Amount
	562852020	08/25/2025	City Hall Copier Lease		\$174.80
			2210 - ISF - Stores Fund		

City Checks Issued September 5, 2025

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104828	09/05/2025			WE ALL RIDE SANTA CRUZ	\$110.00
	Invoice	Date	Description		Amount
	4188332	08/16/2025	Tire mount fee, tube, spark plug		\$110.00

Type Check Totals:

\$119,130.35

EFT

23	09/04/2025			INTERNAL REVENUE SERVICE	\$79.53
	Invoice	Date	Description		Amount
	55716024	09/03/2025	Federal taxes & Medicare employee Final Pays		\$79.53
			1001 - Payroll Payables		

Type EFT Totals:

\$79.53

SCCB - SCCB Payroll

EFT

1916	09/03/2025			INTERNAL REVENUE SERVICE	\$43.27
	Invoice	Date	Description		Amount
	65811256	09/01/2025	Federal taxes & Medicare employee final check		\$43.27
			1001 - Payroll Payables		

Type EFT Totals:

\$43.27

Checks	53	\$119,130.35
EFTs	1	\$79.53
All	54	\$119,209.88

Payroll Totals

Checks	7	\$2,276.98
EFTs	119	\$233,249.36
All	126	\$235,526.34

Grand Totals:

Checks	60	\$121,407.33
EFTs	120	\$233,328.89
All	180	\$354,736.22

Cash Position – City of Capitola

September 12, 2025


City main account checks dated September 12, 2025, numbered 104829 to 104872 totaling \$187,559.22, 4 payroll checks totaling \$7,819.69, and 6 payroll EFTs totaling \$136,246.07 for a grand total of \$331,624.98, have been reviewed and authorized for distribution by the City Manager.

As of September 12, 2025, the unaudited cash balance is \$6,013,968.

CASH BALANCE September 12, 2025

Fund	Description	Ending Balance
1000	General Fund	\$ (6,892,020)
1001	Payroll Payables	55,312
Total General Funds		\$ (6,836,708)
1010	Contingency Reserve	\$ 2,364,346
1015	PERS Contingency Fund	1,690,919
1020	Emergency Reserve	1,631,506
1025	Facilities Reserve Fund	282,714
Total Reserve Funds		\$ 5,969,484
1200	Capital Improvement Fund	\$ (990,349)
2210	ISF - Stores Fund	\$ 49,845
2211	ISF - Information Technology	401,834
2212	ISF - Equipment Replacement	239,924
2213	ISF - Self-Insurance Liability	(315,812)
2214	ISF - Workers Compensation	18,749
2216	ISF - Compensated Absences	(112,724)
Total Internal Service Funds		\$ 281,816
TOTAL AVAILABLE GENERAL FUNDS		\$ (1,575,758)
1300	SLESF - Supl Law Enfc	\$ 199,825
1305	Restricted TOT	71,083
1308	SB1 Road Maint. & Rehab.	838,939
1309	RTC Streets	978,580
1310	Gas Tax	345,787
1311	Wharf	73,904
1313	General Plan Update and Maint	349,354
1314	Green Building Education	275,389
1315	Public Art Fee Fund	135,200
1316	Parking Reserve Fund	737
1317	Technology Fee Fund	110,599
1320	PEG - Public Education and Govt	68,094
1321	BIA - Capitola Village-Wharf BIA	15,234
1350	CDBG Grants	113,676
1351	CDBG Program Income	960
1360	Library Fund	17,105
1370	HOME Reuse	1,106,168
1372	Housing Trust	351,734
1373	Permanent Local Housing Allocatic	467,433
5552	Cap Hsg Succ- Program Income	2,069,926
Total Special Revenue Funds		\$ 7,589,726
TOTAL CITY CASH BALANCE		\$ 6,013,968

(1) September 12th balance does not include \$952,139 held in the OPEB Trust.

 _____
Jamie Goldstein
City Manager

_____ 9/17/25
Date




Jim Malberg Date
 Administrative Services Director

City Checks Issued September 12, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104829	09/12/2025			ADAMS ASHBY GROUP INC.	\$11,000.00
	Invoice	Date	Description		Amount
	7291	09/08/2025	General admin of CDBG - Community Center		\$5,000.00
	7292	09/08/2025	General admin of CDBG - Jade Street Park		\$6,000.00
			1350 - CDBG Grants		
104830	09/12/2025			AMAZON CAPITAL SERVICES	\$15.94
	Invoice	Date	Description		Amount
	1FH6-RNK7-9TNV	09/04/2025	Clock credit return		(\$41.29)
	1FLT-VLCY-CP7L	09/04/2025	Clock		\$8.62
	1HRK-LYXX-CLKM	09/08/2025	Adapter for BMW Motorcycles		\$17.48
	1N4Q-39LT-PT7T	09/09/2025	Wireless mouse		\$31.13
			1000 - General Fund	(\$15.19)	
			2211 - ISF - Information Technology	\$31.13	
104831	09/12/2025			APTOS LANDSCAPE SUPPLY INC.	\$7,014.58
	Invoice	Date	Description		Amount
	664273	08/26/2025	Sod mix		\$4,040.55
	664041	08/22/2025	Playground fiber		\$85.41
	662787	08/04/2025	Sod mix		\$2,693.70
	664374	08/27/2025	Pathway bark		\$97.46
	664354	08/27/2025	Pathway bark		\$97.46
104832	09/12/2025			AT&T	\$8.73
	Invoice	Date	Description		Amount
	ATT090125	09/01/2025	September long distance charges		\$8.73
			1000 - General Fund	\$4.30	
			2211 - ISF - Information Technology	\$4.43	
104833	09/12/2025			BELLOWS PLUMBING HEATING & AIR	\$447.00
	Invoice	Date	Description		Amount
	287773	08/28/2025	Plumbing services		\$447.00
			1311 - Wharf		
104834	09/12/2025			BETZ WORKS INC	\$49,000.00
	Invoice	Date	Description		Amount
	25141	08/19/2025	Park at Rispin Mansion Project Services		\$20,000.00
	25099	06/12/2025	Park at Rispin Mansion Project Services		\$4,000.00
	25142	08/19/2025	Park at Rispin Mansion Project Services CO#2		\$25,000.00
			1200 - Capital Improvement Fund		

City Checks Issued September 12, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104835	09/12/2025			BOONE LOW RATLIFF ARCHITECTS INC	\$20,874.62
	Invoice	Date	Description		Amount
	4326	08/30/2025	Community Center Patio Renovation Construction Ad		\$8,237.50
	4324	08/28/2025	Jade Street Park Restroom Remodel Services		\$7,575.12
	4327	08/30/2025	Jade St Community Center renovation design service		\$2,475.00
	4325	08/30/2025	Community Center Patio Renovation Services		\$2,587.00
			1200 - Capital Improvement Fund		
104836	09/12/2025			CLASSIFIED SOUND	\$3,900.00
	Invoice	Date	Description		Amount
	2508CAP	08/31/2025	August Twilight Concert Sound Engineer Services		\$3,900.00
104837	09/12/2025			COMMUNITY BRIDGES	\$15,840.00
	Invoice	Date	Description		Amount
	CB090425	09/04/2025	August 2025 Shuttle Services		\$15,840.00
104838	09/12/2025			COMMUNITY TELEVISION OF SANTA CRUZ COUNTY	\$1,466.00
	Invoice	Date	Description		Amount
	3647	09/04/2025	August Planning Commision and City Council meeting		\$1,466.00
104839	09/12/2025			CORODATA RECORDS MANAGEMENT, INC.	\$212.66
	Invoice	Date	Description		Amount
	RS3735863	08/31/2025	August records management		\$212.66
104840	09/12/2025			CUMMING MANAGEMENT GROUP, INC.	\$32,955.00
	Invoice	Date	Description		Amount
	175426	08/31/2025	Jade Street Park Management Services through 8.31		\$165.00
	175424	08/31/2025	Community Center Construction Management Service		\$32,790.00
			1200 - Capital Improvement Fund		
104841	09/12/2025			D & G SANITATION	\$847.53
	Invoice	Date	Description		Amount
	315451	08/20/2025	Esplanade hand wash station		\$847.53
104842	09/12/2025			DOCTORS ON DUTY	\$35.00
	Invoice	Date	Description		Amount
	DOD090425	09/04/2025	New employee testing & exams		\$35.00

City Checks Issued September 12, 2025

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104843	09/12/2025			EAST BAY TIRE CO.	\$968.00
	Invoice	Date	Description		Amount
	2172551	09/02/2025	Tire services		\$968.00
104844	09/12/2025			ELEVATOR SERVICE COMPANY INC.	\$210.00
	Invoice	Date	Description		Amount
	53008	09/01/2025	Quarterly lube and inspection		\$210.00
104845	09/12/2025			EWING IRRIGATION	\$904.07
	Invoice	Date	Description		Amount
	020273417	09/03/2025	Aero paint		\$128.27
	27305316	08/18/2025	Bucket, knife, pvc cement, primer, saw, safety glasses		\$336.36
	27299802	08/18/2025	Insecticide, indicator, quart pitcher		\$439.44
104846	09/12/2025			FLYERS ENERGY LLC	\$4,475.65
	Invoice	Date	Description		Amount
	25-461604	09/05/2025	139 gallons diesel		\$658.95
	25-461603	09/05/2025	892 gallons gasoline		\$3,816.70
104847	09/12/2025			FOLGER GRAPHICS INC.	\$6,131.42
	Invoice	Date	Description		Amount
	144856	09/08/2025	Recreation Guide		\$6,131.42
104848	09/12/2025			GRAINGER	\$262.90
	Invoice	Date	Description		Amount
	9624594165	08/29/2025	Pump repair		\$247.11
	9622259787	08/27/2025	Seal liquid		\$15.79
104849	09/12/2025			GREEN HALO SYSTEMS INC	\$200.00
	Invoice	Date	Description		Amount
	5956	09/06/2025	Waste Management Monthly Hosting		\$200.00
			1314 - Green Building Education		
104850	09/12/2025			HOLIDAY SMOG	\$60.00
	Invoice	Date	Description		Amount
	A81108	09/04/2025	Smog inspection		\$60.00

City Checks Issued September 12, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104851	09/12/2025			HOME DEPOT CREDIT SERVICES	\$176.15
	Invoice	Date	Description		Amount
	0636058	09/08/2025	Glue, command strips		\$59.57
	0021460	08/29/2025	Clean out plug		\$13.12
	1626077	08/28/2025	Bit set		\$21.87
	5627450	09/03/2025	Adhesive, polish, tape, silicone		\$81.59
104852	09/12/2025			KARIN ANDERSON	\$700.00
	Invoice	Date	Description		Amount
	17	09/01/2025	BIA Ambassador		\$700.00
			1321 - BIA - Capitola Village-Wharf BIA		
104853	09/12/2025			KBA Document Solutions LLC	\$95.23
	Invoice	Date	Description		Amount
	55Y1554261	09/03/2025	City Hall copier usage charges		\$17.01
	55Y1554262	09/03/2025	City Hall copier usage charges		\$78.22
			2211 - ISF - Information Technology		
104854	09/12/2025			KRAFT'S BODY SHOP	\$9,234.97
	Invoice	Date	Description		Amount
	61103	07/07/2025	2021 Ford Police Interceptor Auto Repairs		\$5,952.80
	61093	08/11/2025	2023 Dodge Charger Auto Repairs		\$3,282.17
104855	09/12/2025			LABORMAX STAFFING	\$2,582.52
	Invoice	Date	Description		Amount
	26-464599	09/05/2025	Public works seasonal labor 9/1 - 9/5/25		\$2,582.52
104856	09/12/2025			MISSION LINEN SUPPLY	\$224.34
	Invoice	Date	Description		Amount
	524496446	09/01/2025	Community Center mop and mat service		\$77.98
	524555218	09/10/2025	Fleet towels, uniform cleaning		\$52.05
	524555219	09/10/2025	Corp. Yard linen service		\$94.31
104857	09/12/2025			MISSION PRINTERS	\$73.56
	Invoice	Date	Description		Amount
	67595	09/05/2025	Business Cards		\$73.56

City Checks Issued September 12, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104858	09/12/2025			NICHOLE BRYANT	\$249.23
	Invoice	Date	Description		Amount
	NB091025	09/10/2025	Afterschool snacks reimbursement		\$249.23
104859	09/12/2025			O'REILLY AUTO PARTS	\$393.65
	Invoice	Date	Description		Amount
	2763-147229	09/04/2025	02 Sensor		\$46.45
	2763-147446	09/05/2025	Spark plug, ignition coil		\$198.41
	2763-146771	09/02/2025	Spark plug, coil		\$94.20
	2763-145709	08/28/2025	Oil jug, motor oil, lubricant		\$54.59
104860	09/12/2025			OPPOSITE OF EAST	\$3,300.00
	Invoice	Date	Description		Amount
	000395-018	09/10/2025	BIA Communications Manager Services		\$3,300.00
			1321 - BIA - Capitola Village-Wharf BIA		
104861	09/12/2025			OUTDOOR SUPPLY HARDWARE	\$812.53
	Invoice	Date	Description		Amount
	622	08/29/2025	Pipes		\$72.01
	638	09/06/2025	Pliers		\$93.93
	624	08/30/2025	Bulk Fasteners, cement		\$17.45
	633	09/03/2025	Garden hose, protector		\$64.44
	612	08/26/2025	Birdbath, round nail, hammer, spade, hose, hinge		\$287.24
	627	09/02/2025	Orbital sander		\$184.63
	623	08/29/2025	Patch		\$57.89
	620	08/28/2025	Screwdrivers, screws		\$34.94
			1000 - General Fund		\$683.66
			1311 - Wharf		\$128.87
104862	09/12/2025			PALACE BUSINESS SOLUTIONS	\$17.38
	Invoice	Date	Description		Amount
	2451534-0	09/08/2025	Tape, pads		\$17.38
104863	09/12/2025			ROBIN H EVEREST	\$159.25
	Invoice	Date	Description		Amount
	RE091025	09/10/2025	Instructor payment		\$159.25

City Checks Issued September 12, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104864	09/12/2025			ROSS RECREATION EQUIP CO INC.	\$4,697.31
	Invoice	Date	Description		Amount
	I28184	08/26/2025	Game Table Recreation Equipment		\$4,697.31
104865	09/12/2025			SAN LORENZO LUMBER	\$183.55
	Invoice	Date	Description		Amount
	55-0984496	09/03/2025	Water test gauge		\$15.76
	56-0148631	09/08/2025	Ornaments		\$167.79
104866	09/12/2025			SANTA CRUZ COUNTY DEPT OF PUBLIC WORKS	\$529.75
	Invoice	Date	Description		Amount
	ZONEV-20250458	09/08/2025	Zone V pass through payment		\$529.75
104867	09/12/2025			SANTA CRUZ SENTINEL	\$1,461.34
	Invoice	Date	Description		Amount
	0001452125	08/31/2025	August Legal Notices		\$1,461.34
104868	09/12/2025			SSP DATA INC.	\$4,224.00
	Invoice	Date	Description		Amount
	63019	07/30/2025	Barracuda Cloud Account Renewal		\$4,224.00
			2211 - ISF - Information Technology		
104869	09/12/2025			TARGET SPECIALTY PRODUCTS	\$327.75
	Invoice	Date	Description		Amount
	INVP501946855	08/22/2025	Ryegrass blend		\$327.75
104870	09/12/2025			U.S. DEPARTMENT OF COMMERCE - NOAA	\$1,009.60
	Invoice	Date	Description		Amount
	ONMS-MBNMS-2025	09/02/2025	ONMS-MBNMS-2025-015 Permit for Fireworks		\$1,009.60
104871	09/12/2025			US BANK EQUIPMENT FINANCE	\$179.90
	Invoice	Date	Description		Amount
	563671171	09/04/2025	City Hall Copier Lease		\$179.90
			2210 - ISF - Stores Fund		

City Checks Issued September 12, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
104872	09/12/2025			WESTERN EXTERMINATOR COMPANY	\$98.11
	Invoice	Date	Description		Amount
	82676052	09/05/2025	Turnouts rodent control		\$98.11

Type Check Totals: \$187,559.22

SCCB - SCCB Payroll

Check

7214	09/12/2025			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,185.50
	Invoice	Date	Description		Amount
	POA090525	09/05/2025	POA & gym dues PPE 8/30/25		\$1,185.50
			1001 - Payroll Payables		

7215	09/12/2025			EQUITABLE	\$3,508.84
	Invoice	Date	Description		Amount
	1763944	08/11/2025	September supplemental insurance		\$3,508.84
			1001 - Payroll Payables		

7216	09/12/2025			US BANK PARS Acct 6746022400	\$1,957.18
	Invoice	Date	Description		Amount
	PARS090525	09/05/2025	PARS contributions PPE 8/30/25		\$1,957.18
			1001 - Payroll Payables		

Type Check Totals: \$6,651.52

EFT

1917	09/08/2025			CalPERS Member Services Division	\$70,534.71
	Invoice	Date	Description		Amount
	1002996709-12	09/05/2025	PERS contributions PPE 8/30/25		\$70,534.71
			1000 - General Fund	\$0.05	
			1001 - Payroll Payables	\$70,534.66	

1918	09/08/2025			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$10,201.33
	Invoice	Date	Description		Amount
	1-019-711-568	09/05/2025	State tax PPE 8/30/25		\$10,201.33
			1001 - Payroll Payables		

City Checks Issued September 12, 2025

Item 7 D.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
1919	09/08/2025			INTERNAL REVENUE SERVICE	\$41,745.73
	Invoice	Date	Description		Amount
	51942495	09/05/2025	Federal taxes & Medicare PPE 8/30/25		\$41,745.73
			1001 - Payroll Payables		
1920	09/08/2025			STATE DISBURSEMENT UNIT	\$1,197.67
	Invoice	Date	Description		Amount
	53709515	09/05/2025	Employee garnishments PPE 8/30/25		\$1,197.67
			1001 - Payroll Payables		
1921	09/08/2025			VOYA FINANCIAL	\$11,866.63
	Invoice	Date	Description		Amount
	VOYA090525	09/05/2025	Employee 457 contributions PPE 8/30/25		\$11,866.63
			1001 - Payroll Payables		
1922	09/09/2025			CalPERS Fiscal Services Division	\$700.00
	Invoice	Date	Description		Amount
	1002998579	08/25/2025	PERS GASB 68 reports		\$700.00
Type EFT Totals:					\$136,246.07
Checks					44
					\$187,559.22
EFTs					0
					\$0.00
All					44
					\$187,559.22
Payroll Totals					
Checks					4
					\$7,819.69
EFTs					6
					\$136,246.07
All					10
					\$144,065.76
Grand Totals:					
Checks					48
					\$195,378.91
EFTs					6
					\$136,246.07
All					54
					\$331,624.98



Treasurer's Report & Cash Position Update

Oct. 9, 2025

Background

Gov. Code Section 41004 requires monthly Treasurer's Report

- Check register must be filed with City Council as part of financial oversight

Cash report includes available cash balances by fund type

Treasurer's Report prepared after bank reconciliations

- Includes special revenue & debt service funds

Cash vs. Fund Accounting

Fund Accounting - Budget

- Planned revenues/expenditures by fund

Cash Position:

- Actual timing of receipts/disbursements

Both presented for Council review

Seasonal Cash Flow Trends

Lowest cash balances: July–December

Revenue Timing:

- Sales Tax & TOT: Monthly, variable, can be volatile
- Property Tax: 45% Dec, 45% Apr, 10% July

Large Expenditure Timing:

- CalPERS UAL, insurance premiums, and 911 JPA costs in July

Fund Balances & Reserves

General Fund: \$500K (~2% of \$21.2M budget)

Contingency Reserve: \$2.5M



Challenges:

Grant reimbursement lag

Pending FEMA/Cal OES
reimbursements

Major Projects Impacting Cash Flow

Jade Street Community Center

Treasure Cove Playground

- Both federally reimbursed

CIP Fund:

- Project delivery
- Negative due to outstanding FEMA / Cal OES reimbursements
- Impacted by reimbursement lag

Current Financial Position

- August 2 report: Temporary negative General Fund balance
 - Special revenue funds covering General Fund operations
 - Staff managing cash balances closely

Upcoming Revenues



FEMA Reimbursement: \$769,655 (Oct/Nov)



Cal OES: \$192,400 (~1 month later)



Friends of County Parks: \$985,000 (later FY)



FHWA: \$294,000 (later FY)

Revenue Allocation Priorities

Restore

Restore reserve funds

Rebuild

Rebuild General Fund balance by December

Strengthen

Strengthen CIP for grant-funded projects

Reporting Improvements

- Cash Report aligned with Treasurer's Report
 - Consistent, comprehensive data
 - Enhances oversight, transparency, and fiscal management



Cash Flow Strategies for Future Years

- Engage Finance Advisory Committee during budget process.

Options:

- Paying CalPERS UAL monthly
 - Increases annual payment 3.4%
 - Can be partially offset by interest earnings
- Utilizing Retirement Trust
 - Prepay CalPERS in July & replenish trust account over course of fiscal year
- Consider increasing Contingency Reserve over time
- Tax Revenue Anticipation Note
 - Short-term debt to address cash flow needs



Recommendation

- Receive the Monthly Treasurer's Report and Cash Position Update

