

# City of Capitola

## City Council Meeting Agenda

### Thursday, February 23, 2023 – 6:00 PM



City Council Chambers  
420 Capitola Avenue, Capitola, CA 95010

**Mayor:** Margaux Keiser  
**Vice Mayor:** Kristen Brown  
**Council Members:** Yvette Brooks, Joe Clarke, Alexander Pedersen

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### **Closed Session – 5:10 PM**

*Closed Sessions are not open to the public and held only on specific topics allowed by State Law (noticed below). An announcement regarding the items to be discussed in Closed Session will be made in the City Hall Council Chambers prior to the Closed Session. Members of the public may, at this time, address the City Council on closed session items only. There will be a report of any final decisions in City Council Chambers during the Open Session Meeting.*

- i. CONFERENCE WITH LABOR NEGOTIATORS (Gov't Code § 54957.6)  
Negotiator: Chloe Woodmansee, Assistant to the City Manager  
Employee Organizations: Mid Management Employees
- ii. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (§ 54956.9)  
Significant exposure to litigation pursuant to § 54956.9(d)(4): one case

### **Regular Meeting of the Capitola City Council – 6 PM**

*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.*

#### **1. Roll Call and Pledge of Allegiance**

Council Members Yvette Brooks, Joe Clarke, Alexander Pedersen, Kristen Brown, and Mayor Margaux Keiser.

#### **2. Additions and Deletions to the Agenda**

#### **3. Presentations**

*Presentations are limited to eight minutes.*

- A. Introductions of new Environmental Projects Manager Erika Senyk and Development Services Technician Shelon Bennett
- B. Presentation from the Soquel Creek Water District on the Pure Water Soquel Project and Strategic Plan

#### **4. Report on Closed Session**

#### **5. Additional Materials**

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

## 6. Oral Communications by Members of the Public

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

## 7. Staff / City Council Comments

*Comments are limited to three minutes.*

## 8. Consent Items

*All items listed as “Consent Items” will be enacted by one motion in the form listed below. There will be no separate discussion on these items prior to the time the Council votes on the action unless members of the City Council request specific items to be discussed for separate review. Items pulled for separate discussion will be considered following General Government. Note that all Ordinances which appear on the public agenda shall be determined to have been read by title and further reading waived.*

**A.** Consider and Approve 2/9/2023 City Council Meeting Minutes

**B.** Approval of City Check Registers Dated January 20, 2023, and February 3, 2023  
Recommended Action: Approve check registers.

**C.** Capitola Municipal Code Amendment Regarding the Storage of Waste Collection Containers

Recommended Action: Introduce, by title only, waiving further reading of the text, an ordinance of the City of Capitola amending Capitola Municipal Code Sections 8.04.020 and 8.04.080 regarding the storage of waste collection containers.

## 9. 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.** Wharf Update and Termination of Local Emergency

Recommended Action: Adopt a resolution terminating the Proclamation of Local Emergency.

**B.** Design Contract for the Community Center Renovation Project

Recommended Action: Authorize the City Manager to execute a Professional Services Agreement with Boone Low Ratliff Architects in an amount not to exceed \$149,713 for the design of the remodel of the Community Center in substantially similar form, as approved by the City Attorney, as the attached Agreement.

**C.** Environmentally Sensitive Habitat Area Riparian Vegetation Planting Reimbursement Program

Recommended Action: Approve a reimbursement program to award one-time grants in an amount not-to-exceed \$300 per eligible applicant to plant and maintain native riparian vegetation on areas immediately adjacent to Soquel Creek and Noble Gulch, and find the project is exempt from CEQA under CEQA Guidelines Section 15333, small habitat restoration projects.

**D.** City Council Appointments to City Advisory Bodies

Recommended Action: 1) Review City Council representatives to the Santa Cruz County Children’s Network Cabinet and appoint an alternate representative to Santa Cruz County

METRO Board of Directors; and 2) Appoint members of the public to the City of Capitola Arts and Cultural Commission and Financial Advisory Committee.

## 10. Adjournment

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### Notice of In-Person & Remote Access

**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**

**To make a remote public comment:**

**Via Zoom Application:** Use participant option to “raise hand”. The moderator will unmute you

**Via Zoom phone call:** Dial \*9 on your phone to “raise your hand”. The moderator will unmute you

**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: [www.cityofcapitola.org](http://www.cityofcapitola.org) and at Capitola City Hall prior to the meeting. Agendas are also available at the Capitola Post Office located at 826 Bay Avenue Capitola. Need more information? Contact the City Clerk’s office at 831-475-7300.

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

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

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

# Capitola City Council Agenda Report

**Meeting:** February 9, 2023

**From:** City Manager Department

**Subject:** Consider and Approve 2/9/2023 City Council Meeting Minutes

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Recommended Action: Approve minutes from the regular meeting on February 9, 2023.

Background: Attached for Council review and approval are the draft minutes from the regular City Council meeting on February 9, 2023.

Attachments:

1. 2/9/2023 Regular Minutes

Report Prepared By: Julia Moss, City Clerk

Approved By: Jamie Goldstein, City Manager

# City of Capitola

## City Council Meeting Minutes

### Thursday, February 09, 2023 – 6:00 PM



City Council Chambers  
420 Capitola Avenue, Capitola, CA 95010

**Mayor:** Margaux Keiser  
**Vice Mayor:** Kristen Brown  
**Council Members:** Yvette Brooks, Joe Clarke, Alexander Pedersen

### Regular Meeting of the Capitola City Council – 6 PM

#### 1. Roll Call and Pledge of Allegiance

The meeting was called to order at 6:02 PM. In attendance: Council Members Brooks, Clarke, Pedersen, Brown, and Mayor Keiser.

#### 2. Additions and Deletions to the Agenda - None

#### 3. Additional Materials

*One email was received from a member of the public regarding the Housing Element but it was received after the deadline to distribute to Council.*

#### 4. Oral Communications by Members of the Public - None

#### 5. Staff / City Council Comments

*Nikki Bryant LeBlond advised the City Council that there will be a Beach Cleanup Event on February 19, 2023, at 9 AM.*

*Council Member Clarke advised that there was a fundraiser on February 25, 2023 to benefit the Mid-County Senior Center.*

#### 6. Consent Items

- A. Consider and Approve 1/26/2023 City Council Meeting Minutes
- B. Resolution Allowing for the Continuation of Teleconferencing  
Recommended Action: 1) Make the determination that all hazards related to the worldwide spread of the coronavirus (COVID-19) as detailed in Resolution No. 4168 adopted by the City Council on March 12, 2020, still exist and there is a need to continue action; and 2) Adopt the proposed resolution authorizing the City Council (along with the Planning Commission and all advisory bodies) to continue to conduct teleconferencing meetings.
- C. Revised 2023 City Council Meeting Schedule  
Recommended Action: Approve the revised 2023 City Council Meeting Schedule to correct the second February meeting date.
- D. Liability Claims  
Recommended Action: Deny Matt Schaffer and Sonia Miller liability claims.
- E. Design Contract for the Jade Street Park Universally Accessible Playground Project

Recommended Action: Authorize the City Manager to execute a Professional Services Agreement with Verde Design in an amount not to exceed \$87,053 for the design of a universally accessible playground at Jade Street Park in substantially similar form, as approved by the City Attorney, as the attached Agreement.

**Motion to approve the Consent Calendar: Council Member Pedersen**

**Seconded: Council Member Clarke**

**Voting Yea: Mayor Keiser, Vice Mayor Brown, Council Member Brooks, Council Member Pedersen, Council Member Clarke**

## 7. General Government / Public Hearings

- A. Prospect Walking Path Repair and Continued Maintenance

Recommended Action: Provide direction to staff on the repair, continued maintenance and future use of the Prospect Walking Path.

**Public Works Director Kahn presented the staff report.**

**Council Member discussion included: ADA compliance, use of Resiliency Funds from the FY 2022-23 Budget, and timeline of repairs.**

**Motion to use Resiliency Funds to repair the walking path that is currently in place, then apply for FEMA reimbursement: Council Member Brooks**

**Seconded: Vice Mayor Brown**

**Voting Yea: Mayor Keiser, Vice Mayor Brown, Council Member Brooks, Council Member Pedersen, Council Member Clarke**

- B. Storm Update and General Special Event Permit for a Capitola Village Benefit Concert

Recommended Action: Receive update regarding the 2022-2023 Winter Storm Event and approve a General Special Event Permit for a Capitola Village Benefit Concert, including an Encroachment Permit and an Amplified Sound Permit.

**City Manager Goldstein and Police Chief Dally presented the staff report.**

**Public Comment received from a resident who said that Congressman Jimmy Panetta will be in attendance.**

**Council Member discussion included compliments to staff and business owners on the bike corral.**

**Motion to approve the General Special Event Permit, including the Encroachment Permit and Amplified Sound Permit: Council Member Clarke**

**Motion amended to waive fees and seconded: Council Member Brooks**

**Voting Yea: Vice Mayor Brown, Council Member Brooks, Council Member Pedersen, Council Member Clarke**

**Abstaining: Mayor Keiser**

- C. Citywide Housing Element

Recommended Action: 1) Receive the presentation introducing the Housing Element Update and provide feedback regarding the planned update process.

**Community Development Director Herlihy and Consultant Veronica Tam presented the staff report.**

**Council Member discussion included: City requirements for building once the Housing Element is adopted, community outreach efforts, timeline for zoning updates, and City Council representation on AMBAG during the RHNA allocation process.**

**Public Comment received from John Mulry, who inquired about AMBAG representation and lack of development in Capitola that may have led to RHNA allocations. Staff clarified**

***that the RHNA allocation process is not punitive and that there was representation on AMBAG during the process.***

**8. Adjournment** - *Adjourned at 7:33 PM to the next regularly scheduled meeting on February 23, 2023.*

# Capitola City Council

## Agenda Report

**Meeting:** February 23, 2023

**From:** Finance Department

**Subject:** Approval of City Check Registers Dated January 20, 2023, and February 3, 2023



Recommended Action: Approve check registers.

<b>Account: City Main</b>				
Date	Starting Check #	Ending Check #	Payment Count	Amount
1/20/2023	102514	102582	100	\$ 374,327.14
2/3/2023	102583	102690	115	\$ 1,400,945.97

The main account check register dated January 9, 2023, ended with check #102513.

<b>Account: Payroll</b>				
Date	Starting Check/EFT #	Ending Check/EFT #	Payment Count	Amount
1/20/2023	5817	5817	88	\$ 1,096.46
2/3/2023	21268	21357	90	\$ 183,900.76

The payroll account check register dated January 9, 2023, ended with EFT #21180.

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

Check/EFT	Issued to	Dept	Description	Amount
102520	American Foam Experts	PW	City Hall roof repair	\$ 63,857.10
102554	Pacific Gas & Electric	PW	January utilities	\$ 20,037.11
102580	Visit Santa Cruz County	Fin	Jul – Sep TMD	\$ 72,045.66
1470	CalPERS Member Services Division	CM	PERS contributions PPE 1/7/23	\$ 54,661.20
1471	Employment Development Department	CM	State taxes PPE 1/7/23	\$ 11,684.01
1472	Internal Revenue Service	CM	Federal taxes & Medicare PPE 1/7/23	\$ 37,227.77
102614	Donald W Alley	PW	Soquel Lagoon monitoring	\$ 16,166.09
102615	Eide Bailly LLP	Fin	FY22 audit services & financial transactions report	\$ 46,283.00
102636	MBASIA	CM	Workers' comp & liability insurance	\$ 604,949.00
102637	McKim Corporation	PW	Clares St traffic calming	\$ 296,501.05
102650	Pavement Engineering Inc	PW	Capitola Rd improvement project	\$ 30,450
102656	Santa Cruz County Animal Shelter	CM	Quarterly animal services contribution	\$ 16,098.40



102683	VMI Inc	CM	Council chambers additional Zoom features	\$ 17,382.09
102690	SZS Consulting Group	PW	ADA transition plan & self evaluation	\$ 11,096.00
1475	CalPERS Health Insurance	CM	January health insurance	\$ 63,899.80
1476	CalPERS Member Services Division	CM	PERS contributions PPE 1/21/23	\$ 54,846.79
1477	Employment Development Department	CM	State taxes PPE 1/21/23	\$ 10,403.01
1478	Internal Revenue Service	CM	Federal taxes & Medicare PPE 1/21/23	\$ 34,278.25

Attachments:

1. 1-20-23 Check Register
2. 2-3-23 Check Register

Report Prepared By: Leda Laidlaw-Hunter, Accountant I

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

Approved By: Jamie Goldstein, City Manager


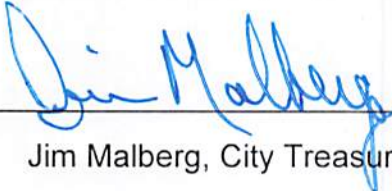
City main account checks dated January 20, 2023, numbered 102514 to 102582 totaling \$263,527.55, 26 EFTs totaling \$3,018.43, one payroll check numbered 5817 totaling \$1,096.46, and 87 payroll EFTs totaling \$192,384.83, for a grand total of \$460,027.27, have been reviewed and authorized for distribution by the City Manager.

As of January 20, 2023, the unaudited cash balance is \$7,087,175.01.

**CASH POSITION - CITY OF CAPITOLA  
January 20, 2023**

	1/20/2023
General Fund	\$ (1,028,661.45)
Payroll Payables	\$ 159,953.21
Contingency Reserve Fund	\$ 2,061,345.66
Facilities Reserve Fund	\$ 432,714.09
Capital Improvement Fund	\$ 3,441,052.12
Stores Fund	\$ 67,224.43
Information Technology Fund	\$ 312,063.44
Equipment Replacement	\$ 1,080,770.96
Self-Insurance Liability Fund	\$ (33,251.80)
Workers' Comp. Ins. Fund	\$ 483,078.29
Compensated Absences Fund	\$ 110,886.06
<b>TOTAL UNASSIGNED GENERAL FUNDS</b>	<b>\$ 7,087,175.01</b>

The Emergency Reserve Fund balance is \$1,314,205.54 (not included above).  
The PERS Contingency Fund balance is \$904,274.68 (not included above).

 <hr style="border: 0; border-top: 1px solid black;"/> Jamie Goldstein, City Manager	1/20/23 <hr style="border: 0; border-top: 1px solid black;"/> Date
 <hr style="border: 0; border-top: 1px solid black;"/> Jim Malberg, City Treasurer	1/20/23 <hr style="border: 0; border-top: 1px solid black;"/> Date

# City Checks Issued January 20, 2023

Item 8 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
102514	01/12/2023			Division of the State Architect	\$210.40
	<b>Invoice</b>	<b>Date</b>	<b>Description</b>		<b>Amount</b>
	DSA123122	12/31/2022	October - December disability access & education fees		\$210.40
102515	01/20/2023			ABC SUPPLY CO INC - MBA 742	\$649.10
	<b>Invoice</b>	<b>Date</b>	<b>Description</b>		<b>Amount</b>
	42876064	11/15/2022	Flash tape foil, rubber coating 1311 - Wharf		\$649.10
102516	01/20/2023			ADRIENNE HARRELL	\$427.70
	<b>Invoice</b>	<b>Date</b>	<b>Description</b>		<b>Amount</b>
	AH120822	12/08/2022	Instructor payment		\$427.70
102517	01/20/2023			ALLIED UNIVERSAL	\$379.42
	<b>Invoice</b>	<b>Date</b>	<b>Description</b>		<b>Amount</b>
	13639723	01/05/2023	January 2023 Jade Street Park Foot Patrol		\$379.42
102518	01/20/2023			ALLSAFE LOCK COMPANY	\$38.00
	<b>Invoice</b>	<b>Date</b>	<b>Description</b>		<b>Amount</b>
	54067	12/08/2022	Keys (10)		\$27.14
	54084	01/12/2023	Keys		\$10.86
102519	01/20/2023			AMAZON CAPITAL SERVICES	\$6,703.86
	<b>Invoice</b>	<b>Date</b>	<b>Description</b>		<b>Amount</b>
	1W3K-MJWH-C3RM	01/10/2023	Backup Surge Protector and Batteries		\$113.39
	116D-DHKW-JK4Y	12/20/2022	Office Supplies		\$4.35
	1MM9-N1RL-96HC	11/09/2022	Work boots (13)		\$2,280.72
	17W9-TXR6-NDTH	11/20/2022	Work gloves (20)		\$294.80
	13YM-PPFY-WY9M	12/18/2022	TV		\$610.39
	1JC4-WYJM-3QH4	12/18/2022	Sink drain, faucet, waste trap drain kit		\$316.84
	1DQF-19J3-71DV	12/19/2022	Sink for City Hall restroom		\$500.34
	1RMR-3PWH-9WK1	12/19/2022	Work boots		\$158.98
	1VFR-L747-VQKP	12/21/2022	Presentation clicker		\$21.79
	1NLC-VLMQ-VGLN	12/18/2022	Office Furniture		\$1,650.21
	1M6C-LQMX-DLJX	01/05/2023	Car chargers, batteries, lightning cables		\$121.64
	1M76-FGLC-143G	12/14/2022	TV		\$300.17
	1QXP-X6VN-Q79G	12/06/2022	Wrench and tools		\$39.02
	1TXY-9YP9-19JD	12/13/2022	Leviton connector		\$29.21
	1YW3-HXN6-4KTR	12/07/2022	Air hydraulic bottle jack		\$174.38
	14C4-9HCM-FLGJ	12/15/2022	Leviton connectors		\$87.63
			1000 - General Fund	\$5,053.65	
			1300 - SLESF - Supl Law Enfc	\$1,650.21	

# City Checks Issued January 20, 2023

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
102520	01/20/2023			AMERICAN FOAM EXPERTS	\$63,857.10
	Invoice	Date	Description		Amount
	09194996	01/10/2023	City Hall roof repair 1200 - Capital Improvement Fund		\$63,857.10
102521	01/20/2023			ASCAP	\$420.00
	Invoice	Date	Description		Amount
	500579655-2023	12/20/2022	2023 music license		\$420.00
102522	01/20/2023			BEAR ELECTRICAL SOLUTIONS INC.	\$1,305.90
	Invoice	Date	Description		Amount
	17475	11/28/2022	November traffic signal maintenance services - response		\$659.10
	17412	11/28/2022	November traffic signal maintenance services - routine 1310 - Gas Tax		\$646.80
102523	01/20/2023			BIOBAG AMERICAS INC.	\$2,578.00
	Invoice	Date	Description		Amount
	INV495858	01/06/2023	Dog waste bags		\$2,578.00
102524	01/20/2023			CA DEPT OF TAX AND FEE ADMINISTRATION	\$415.00
	Invoice	Date	Description		Amount
	L0018279552	01/09/2023	Annual water rights fee		\$415.00
102525	01/20/2023			CERTIFIED FOLDER DISPLAY SERVICE INC	\$2,879.82
	Invoice	Date	Description		Amount
	22-0127576	12/12/2022	2023 BIA advertising		\$2,879.82
102526	01/20/2023			CLEAN BUILDING MAINTENANCE CO.	\$6,886.92
	Invoice	Date	Description		Amount
	31369	12/31/2022	December janitorial services 1000 - General Fund 1311 - Wharf	\$6,097.48 \$ 789.44	\$6,886.92
102527	01/20/2023			DEPARTMENT OF INDUSTRIAL RELATIONS	\$225.00
	Invoice	Date	Description		Amount
	E1934765SJ	01/04/2023	Conveyance Inspection Invoice		\$225.00
102528	01/20/2023			EWING IRRIGATION	\$492.03
	Invoice	Date	Description		Amount
	18506630	01/06/2023	Shovel, scoop handle, rake, manure fork, push broom		\$492.03
102529	01/20/2023			FASTENAL COMPANY	\$155.68
	Invoice	Date	Description		Amount
	CAWAT127414	12/19/2022	Memorial bench supplies		\$155.68

## City Checks Issued January 20, 2023

Item 8 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
102530	01/20/2023			FLYERS ENERGY LLC	\$1,560.33
	Invoice	Date	Description		Amount
	23-726534	01/09/2023	290 gallons diesel		\$1,505.70
	CFS-3261781	12/15/2022	Fuel		\$54.63
102531	01/20/2023			GARDAWORLD	\$371.07
	Invoice	Date	Description		Amount
	10722764	01/01/2023	January 2023 Armored Transportation Service		\$371.07
102532	01/20/2023			GINA ENRIQUEZ	\$3,328.00
	Invoice	Date	Description		Amount
	GE122122	12/21/2022	Instructor payment		\$3,328.00
102533	01/20/2023			GOVERNMENT TRAINING AGENCY	\$1,050.00
	Invoice	Date	Description		Amount
	61289	05/19/2022	585 Records Clerk Training		\$525.00
	61291	05/19/2022	584 Records Clerk Training		\$525.00
102534	01/20/2023			GRAINGER	\$758.26
	Invoice	Date	Description		Amount
	9560694169	01/03/2023	Type II safety can (6)		\$758.26
102535	01/20/2023			HANYA FOJACO	\$937.95
	Invoice	Date	Description		Amount
	HF120822	12/08/2022	Instructor payment		\$937.95
102536	01/20/2023			HOME DEPOT CREDIT SERVICES	\$56.64
	Invoice	Date	Description		Amount
	5511412	12/28/2022	Cleaner, rope		\$22.27
	3614644	12/30/2022	Granite gold polish		\$22.01
	6610686	01/06/2023	water bottles		\$12.36
102537	01/20/2023			HOSE SHOP	\$639.45
	Invoice	Date	Description		Amount
	448741	01/05/2023	Hose assemblies, nipple, strainer, coupler, clamps, suction hose		\$639.45
102538	01/20/2023			HUMBOLDT PETROLEUM LLC	\$34.00
	Invoice	Date	Description		Amount
	INV-063303	12/15/2022	Carwash Closing Date 12/15/2022		\$8.50
	INV-065118	12/31/2022	Carwash Closing Date 12/31/2022		\$25.50

# City Checks Issued January 20, 2023

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
102539	01/20/2023			INTERSTATE ALL BATTERY CENTER	\$60.28
	Invoice	Date	Description		Amount
	821015	01/13/2023	Batteries		\$51.67
	821017	01/17/2023	Batteries		\$8.61
102540	01/20/2023			INTERSTATE BATTERY SYSTEM OF SAN JOSE II	\$414.19
	Invoice	Date	Description		Amount
	120125745	01/09/2023	3 Batteries		\$414.19
102541	01/20/2023			INTERSTATE TRAFFIC CONTROL PRODUCTS	\$2,953.13
	Invoice	Date	Description		Amount
	254633	01/13/2023	Traffic cones		\$2,953.13
102542	01/20/2023			JANET RUSSELL	\$500.50
	Invoice	Date	Description		Amount
	JR121122	12/11/2022	Instructor payment		\$500.50
102543	01/20/2023			Julia Moss	\$147.12
	Invoice	Date	Description		Amount
	JM011823	01/18/2023	Hats for POTUS visit		\$147.12
102544	01/20/2023			KATHLEEN SIMPSON	\$309.44
	Invoice	Date	Description		Amount
	KS121722	12/17/2022	Instructor payment		\$309.44
102545	01/20/2023			KELLY MOORE PAINT COMPANY INC.	\$310.25
	Invoice	Date	Description		Amount
	803-00984435	12/19/2022	Paint		\$310.25
102546	01/20/2023			LC ACTION POLICE SUPPLY LTD	\$6,225.89
	Invoice	Date	Description		Amount
	446835	12/27/2022	Firearms		\$5,862.96
	447163	12/27/2022	Firearm Magazines		\$192.88
	447646	01/09/2023	Firearm Holster		\$170.05
			1000 - General Fund	\$ 362.93	
			1300 - SLESF - Supl Law Enfc	\$5,862.96	
102547	01/20/2023			LEO MORENO	\$922.62
	Invoice	Date	Description		Amount
	LM010623	01/06/2023	SLI training reimbursement		\$922.62
102548	01/20/2023			MASTER CLEANERS	\$829.49
	Invoice	Date	Description		Amount
	MC010323	01/03/2023	Uniform Cleaning		\$829.49

# City Checks Issued January 20, 2023

Item 8 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
102549	01/20/2023			MID COUNTY AUTO SUPPLY	\$231.91
	Invoice	Date	Description		Amount
	M-2004398	01/05/2023	Degreaser, Tie, Gloves, Brush, Fuel Filters, hoses, pump kit		\$158.48
	M-2004232	01/05/2023	Wiring kit, assortment, fuel pump		\$73.43
102550	01/20/2023			MISSION LINEN SUPPLY	\$378.98
	Invoice	Date	Description		Amount
	518350742	12/12/2022	Community Center mop and mat service		\$75.00
	518487217	01/04/2023	Fleet towels, uniform cleaning		\$34.50
	518536790	01/11/2023	Fleet towels, uniform cleaning		\$34.50
	518536791	01/11/2023	Corp. Yard linen service		\$130.99
	518487218	01/04/2023	Corp. Yard linen service		\$103.99
102551	01/20/2023			MONTEREY BAY AIR RESOURCES DISTRICT	\$437.00
	Invoice	Date	Description		Amount
	2012-123022	12/30/2022	Corp yard gasoline dispenser permit		\$437.00
102552	01/20/2023			NORTH BAY FORD	\$215.73
	Invoice	Date	Description		Amount
	287639	01/04/2023	Slyde King 2K Flashlight		\$44.09
	287588	12/29/2022	Cables tail, Latch, door handle		\$171.64
102553	01/20/2023			OUTDOOR SUPPLY HARDWARE	\$236.30
	Invoice	Date	Description		Amount
	G60364	12/08/2022	Bucket, ratchet, wrench, stanley tape		\$77.34
	G60897	12/09/2022	Screwdriver, push broom, dust pan		\$53.92
	G63523	12/13/2022	Router bit, epoxy, saw blade		\$105.04
102554	01/20/2023			PACIFIC GAS & ELECTRIC	\$20,037.11
	Invoice	Date	Description		Amount
	PGE011023-acct0	01/10/2023	Wharf Road Rispin Mansion utilities		\$2.55
	PGE011223-acct5	01/12/2023	Pacific Cove parking lot utilities		\$1,165.87
	PGE011223-acct9	01/12/2023	January utilities		\$18,868.69
			1000 - General Fund	\$10,372.68	
			1300 - SLESF - Supl Law Enfc	\$ 115.45	
			1310 - Gas Tax	\$ 6,890.09	
			1311 - Wharf	\$ 2,658.89	
102555	01/20/2023			PALACE BUSINESS SOLUTIONS	\$197.12
	Invoice	Date	Description		Amount
	667589-0	12/20/2022	Office Supplies		\$11.71
	668519-0	01/11/2023	Office Supplies		\$158.44
	668519-1	01/12/2023	Office Supplies		\$26.97

## City Checks Issued January 20, 2023

Item 8 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
102556	01/20/2023			PARKOUR GENERATIONS SANTA CRUZ LLC	\$2,880.15
	Invoice	Date	Description		Amount
	DS120722	12/07/2022	Instructor payment		\$2,880.15
102557	01/20/2023			PHOENIX GROUP INFORMATION SYSTEMS	\$6,167.12
	Invoice	Date	Description		Amount
	112022070	12/21/2022	November 2022 Citation Processing		\$6,167.12
102558	01/20/2023			PK SAFETY SUPPLY	\$980.06
	Invoice	Date	Description		Amount
	464823	12/01/2022	Gloves		\$232.45
	465442	12/13/2022	Oxygen sensor		\$481.78
	466258	01/05/2023	Waterproof jacket, waterproof pants, gloves		\$265.83
102559	01/20/2023			ROBERT M PATTERSON	\$150.00
	Invoice	Date	Description		Amount
	RMP010523	01/05/2023	Administrative Reviews Billing Statement 1/5/2023		\$150.00
102560	01/20/2023			SAN LORENZO LUMBER	\$76.40
	Invoice	Date	Description		Amount
	55-0779537	01/12/2023	Furniture dollies, strong-bolt anchors		\$76.40
102561	01/20/2023			SANTA CRUZ COUNTY AUDITOR-CONTROLLER	\$9,215.00
	Invoice	Date	Description		Amount
	SCCO123122	12/31/2022	December citation processing		\$9,215.00
102562	01/20/2023			SANTA CRUZ COUNTY DEPT OF PUBLIC WORKS	\$34.56
	Invoice	Date	Description		Amount
	43851	12/31/2022	December landfill charges		\$34.56
102563	01/20/2023			SANTA CRUZ COUNTY INFORMATION SERVICES	\$1,567.00
	Invoice	Date	Description		Amount
	SCISD121422	12/14/2022	November 2022 Open Query Charges		\$663.51
	Radio Shop 12/22	01/12/2023	October - December 2022 Radio Shop Charges		\$903.49
102564	01/20/2023			SANTA CRUZ COUNTY TAX COLLECTOR	\$766.72
	Invoice	Date	Description		Amount
	2086260-2	01/01/2023	Wharf sanitation district charges 2nd installment 1311 - Wharf		\$766.72
102565	01/20/2023			SANTA CRUZ COUNTY TAX COLLECTOR	\$839.17
	Invoice	Date	Description		Amount
	2084976-2	01/01/2023	City Hall sanitation district charges 2nd installment		\$839.17



# City Checks Issued January 20, 2023

Item 8 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
102566	01/20/2023			SANTA CRUZ COUNTY TAX COLLECTOR	\$436.20
	Invoice	Date	Description		Amount
	2086652-2	01/01/2023	Library sanitation district charges 2nd installment		\$436.20
102567	01/20/2023			SANTA CRUZ COUNTY TAX COLLECTOR	\$7,032.50
	Invoice	Date	Description		Amount
	2085893-2	01/01/2023	Esplanade sanitation district charges 2nd installment		\$7,032.50
102568	01/20/2023			SARAH RYAN	\$6,291.00
	Invoice	Date	Description		Amount
	SR122522	12/25/2022	Education reimbursement		\$6,291.00
102569	01/20/2023			SESAC	\$553.00
	Invoice	Date	Description		Amount
	10615327	01/01/2023	Annual music performance license		\$553.00
102570	01/20/2023			SOQUEL CREEK WATER DISTRICT	\$3,252.33
	Invoice	Date	Description		Amount
	42-14952-0010323	01/03/2023	42-14952 Cortez Park irrigation		\$155.01
	42-15297-0010323	01/03/2023	42-15297-00 426 Capitola Ave irrigation		\$149.27
	42-15969-0010323	01/03/2023	42-15969-00 Lawn Way irrigation		\$64.40
	42-16122-0010323	01/03/2023	42-16122-00 Esplanade fountain irrigation		\$65.94
	42-10504-0010323	01/03/2023	42-10504-00 Cliff Drive irrigation		\$64.40
	42-11090-0010323	01/03/2023	42-11090-01 Capitola Road irrigation		\$149.27
	42-11467-0010323	01/03/2023	42-11467-00 Jade Street park irrigation		\$806.68
	42-11517-0010323	01/03/2023	42-11517-00 41st Avenue irrigation		\$149.27
	42-14404-0010323	01/03/2023	42-14404-00 Monterey Ave. Nobel Gulch Park irrigation		\$64.40
	42-16130-0010323	01/03/2023	42-16130-00 Wharf Road irrigation		\$64.40
	42-16136-0010323	01/03/2023	42-16136-00 1400 Wharf Road irrigation		\$449.26
	42-16407-0010323	01/03/2023	42-16407-00 Bay Ave. irrigation		\$64.40
	42-14431-0010323	01/03/2023	42-14431-00 Monterey Ave irrigation		\$740.12
	42-17688-0010323	01/03/2023	42-17688-00 Lawn Way irrigation 2		\$64.40
	42-18238-0010323	01/03/2023	42-18238-00 Capitola Road irrigation		\$64.40
	06-14476-0010923	01/09/2023	06-14476-00 430 Kennedy Drive water service		\$136.71
			1000 - General Fund	\$2,803.07	
			1311 - Wharf	\$ 449.26	
102571	01/20/2023			STAPLES ADVANTAGE	\$546.79
	Invoice	Date	Description		Amount
	3526549049	12/31/2022	Office Supplies		\$82.04
	3525216100	12/10/2022	Office Supplies		\$183.68
	3525730676	12/17/2022	Office Supplies		\$199.40
	3525730678	12/17/2022	Office Supplies		\$81.67

# City Checks Issued January 20, 2023

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
102572	01/20/2023			STATE STEEL COMPANY	\$1,049.49
	Invoice	Date	Description		Amount
	127892	01/06/2023	Floor plate, Round bar cut, flat cut		\$1,049.49
102573	01/20/2023			SUMMIT UNIFORMS	\$983.28
	Invoice	Date	Description		Amount
	84256	12/21/2022	510 Bulletproof Vest		\$983.28
102574	01/20/2023			SUPERIOR PRESS	\$454.67
	Invoice	Date	Description		Amount
	4627384	01/12/2023	AP check stock		\$454.67
102575	01/20/2023			SWANK MOTION PICTURES INC.	\$30.00
	Invoice	Date	Description		Amount
	RG3314149	01/05/2023	Movie licensing - Top Gun Maverick, balance due		\$30.00
102576	01/20/2023			THE HOME DEPOT PRO	\$2,445.38
	Invoice	Date	Description		Amount
	724512314	01/04/2023	Janitorial & restroom supplies		\$2,298.34
	708177829	09/21/2022	Gloves		\$147.04
102577	01/20/2023			TODD HANSON	\$2,668.00
	Invoice	Date	Description		Amount
	000206	01/01/2023	January BIA marketing, website management, media boost 1321 - BIA - Capitola Village-Wharf BIA		\$2,668.00
102578	01/20/2023			TRANSPORTATION ALLIANCE BANK INC.	\$1,890.72
	Invoice	Date	Description		Amount
	674016	11/18/2022	Nut hex, washers, nut jam, connecting rod, flange, cap hex hd		\$206.17
	674246	12/05/2022	Leaf gate connecting rod, bearing rod, filaments, g.b. set		\$1,667.32
	674322	12/08/2022	Freight charges 1310 - Gas Tax		\$17.23
102579	01/20/2023			UNISAFE INC	\$424.74
	Invoice	Date	Description		Amount
	716475	11/28/2022	Evidence Supplies - TopGrip Exam Gloves		\$424.74
102580	01/20/2023			VISIT SANTA CRUZ COUNTY	\$72,045.66
	Invoice	Date	Description		Amount
	VSCC093022	09/30/2022	Jul - Sep TMD		\$72,045.66

## City Checks Issued January 20, 2023

Item 8 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
102581	01/20/2023			WELLS FARGO BANK	\$9,788.92
	Invoice	Date	Description		Amount
	WF010323	01/03/2023	December credit card charges		\$9,788.92
102582	01/20/2023			Hoi Ki Law	\$192.00
	Invoice	Date	Description		Amount
	HKL121522	12/15/2022	Refund for cancelled camp		\$192.00
Check Totals:					\$263,527.55
<u>EFT</u>					
1444	01/11/2023			HOME DEPOT CREDIT SERVICES	\$167.54
	Invoice	Date	Description		Amount
	624502	11/03/2022	Plumbers cutter set, cables		\$167.54
1445	01/11/2023			HOME DEPOT CREDIT SERVICES	\$5.98
	Invoice	Date	Description		Amount
	2633516	11/21/2022	HDX strainers		\$5.98
1446	01/11/2023			HOME DEPOT CREDIT SERVICES	\$68.91
	Invoice	Date	Description		Amount
	4355480	11/29/2022	Sanitary napkin receptacle		\$68.91
1447	01/11/2023			HOME DEPOT CREDIT SERVICES	\$198.25
	Invoice	Date	Description		Amount
	4590038	11/29/2022	Light fixture, door handle		\$198.25
1448	01/11/2023			HOME DEPOT CREDIT SERVICES	\$47.68
	Invoice	Date	Description		Amount
	5510709	11/18/2022	Klean strip sprayer, varnish, bottle, foam		\$47.68
1449	01/11/2023			HOME DEPOT CREDIT SERVICES	\$109.78
	Invoice	Date	Description		Amount
	5643184	11/28/2022	Primer, Gloves, wall mount, ballbearing set, closet rods, spackl		\$109.78
1450	01/11/2023			HOME DEPOT CREDIT SERVICES	\$32.46
	Invoice	Date	Description		Amount
	6031687	11/17/2022	Lumber		\$32.46
1451	01/11/2023			HOME DEPOT CREDIT SERVICES	\$105.60
	Invoice	Date	Description		Amount
	6631764	11/07/2022	Wall plates, lights		\$105.60

# City Checks Issued January 20, 2023

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
1452	01/11/2023			HOME DEPOT CREDIT SERVICES	\$95.07
	Invoice	Date	Description		Amount
	8610063	10/26/2022	7" blade, roller, paint		\$95.07
1453	01/11/2023			HOME DEPOT CREDIT SERVICES	\$72.40
	Invoice	Date	Description		Amount
	2620911	12/01/2022	Paint, water heater stand		\$72.40
1454	01/11/2023			HOME DEPOT CREDIT SERVICES	\$46.84
	Invoice	Date	Description		Amount
	3282957	11/30/2022	Hearing protection		\$46.84
1455	01/11/2023			HOME DEPOT CREDIT SERVICES	\$224.08
	Invoice	Date	Description		Amount
	3290988	11/30/2022	Cabinet		\$224.08
1456	01/11/2023			HOME DEPOT CREDIT SERVICES	\$152.58
	Invoice	Date	Description		Amount
	3595445	11/30/2022	Trash can		\$152.58
1457	01/11/2023			HOME DEPOT CREDIT SERVICES	\$49.45
	Invoice	Date	Description		Amount
	4525773	12/09/2022	Chisel bit		\$49.45
1458	01/11/2023			HOME DEPOT CREDIT SERVICES	\$199.32
	Invoice	Date	Description		Amount
	5034351	12/08/2022	Pencils, tool box, lights		\$199.32
1459	01/11/2023			HOME DEPOT CREDIT SERVICES	\$58.79
	Invoice	Date	Description		Amount
	5034387	12/08/2022	Caution tape		\$58.79
1460	01/11/2023			HOME DEPOT CREDIT SERVICES	\$42.49
	Invoice	Date	Description		Amount
	5525588	12/08/2022	Lights		\$42.49
1461	01/11/2023			HOME DEPOT CREDIT SERVICES	\$42.49
	Invoice	Date	Description		Amount
	5635706	12/08/2022	Lights		\$42.49
1462	01/11/2023			HOME DEPOT CREDIT SERVICES	\$299.01
	Invoice	Date	Description		Amount
	7013228	12/06/2022	Wire caps/connectors/stripper, screwdriver set, organizers		\$299.01

# City Checks Issued January 20, 2023

Item 8 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
1463	01/11/2023			HOME DEPOT CREDIT SERVICES	\$56.76
	Invoice	Date	Description		Amount
	7013287	12/06/2022	bucket grids, step ladder		\$56.76
1464	01/11/2023			HOME DEPOT CREDIT SERVICES	\$31.09
	Invoice	Date	Description		Amount
	526254	12/13/2022	Electrical tape, staples		\$31.09
1465	01/11/2023			HOME DEPOT CREDIT SERVICES	\$50.21
	Invoice	Date	Description		Amount
	1510766	12/22/2022	Strainer, mixing container, coupler kit, valve, pneumatic tool		\$50.21
1466	01/11/2023			HOME DEPOT CREDIT SERVICES	\$303.46
	Invoice	Date	Description		Amount
	2510617	12/21/2022	Hose reel, Paint mixer, air compressor accessory, misc supplies		\$303.46
1467	01/11/2023			HOME DEPOT CREDIT SERVICES	\$389.72
	Invoice	Date	Description		Amount
	2614673	12/21/2022	Doors, ratchet straps, klean strip, stop rust		\$389.72
1468	01/11/2023			HOME DEPOT CREDIT SERVICES	\$24.30
	Invoice	Date	Description		Amount
	2645720	12/21/2022	Door hangers		\$24.30
1469	01/11/2023			HOME DEPOT CREDIT SERVICES	\$144.17
	Invoice	Date	Description		Amount
	9612419	12/14/2022	Caliper, spray bottle, gloves, pulleys, framing angles, bit set		\$144.17

EFT Totals: \$3,018.43

Main City Totals	Count	Total
Checks	69	\$263,527.55
EFTs	26	\$3,018.43
All	95	\$266,545.98

Payroll Totals	Count	Total
Checks	1	\$1,096.46
EFTs	87	\$192,384.83
All	88	\$193,481.29

Grand Totals:	Count	Total
Checks	70	\$264,624.01
EFTs	113	\$195,403.26
All	183	\$460,027.27

City main account checks dated February 3, 2023, numbered 102583 to 102690 totaling \$1,228,505.32, 7 EFTs totaling \$172,440.65, and 90 payroll EFTs totaling \$183,900.76, for a grand total of \$1,584,846.73, have been reviewed and authorized for distribution by the City Manager.


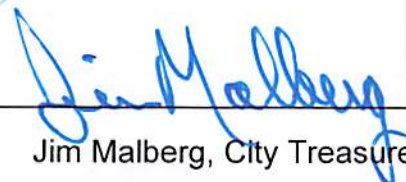
As of February 3, 2023, the unaudited cash balance is \$6,718,067.80.

**CASH POSITION - CITY OF CAPITOLA**  
**February 3, 2023**

	2/3/2023
General Fund	\$ (606,310.87)
Payroll Payables	\$ 7,748.07
Contingency Reserve Fund	\$ 2,061,345.66
Facilities Reserve Fund	\$ 432,714.09
Capital Improvement Fund	\$ 3,423,306.15
Stores Fund	\$ 64,820.56
Information Technology Fund	\$ 297,909.63
Equipment Replacement	\$ 1,080,770.96
Self-Insurance Liability Fund	\$ (306,423.80)
Workers' Comp. Ins. Fund	\$ 151,301.29
Compensated Absences Fund	\$ 110,886.06
<b>TOTAL UNASSIGNED GENERAL FUNDS</b>	<b>\$ 6,718,067.80</b>

The Emergency Reserve Fund balance is \$1,314,205.54 (not included above).

The PERS Contingency Fund balance is \$904,274.68 (not included above).

 Jamie Goldstein, City Manager	2/9/23 Date
 Jim Malberg, City Treasurer	2/7/23 Date

## City Checks Issued February 2, 2023

Item 8 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
102583	02/03/2023			A TOOL SHED	\$237.00
	Invoice	Date	Description		Amount
	1613737-5	01/17/2023	Sewer & Drain Inspection Camera		\$237.00
102584	02/03/2023			ADT SECURITY SERVICES INC.	\$195.56
	Invoice	Date	Description		Amount
	ADT122922	12/29/2022	Corp. yard & museum ADT monitoring		\$195.56
102585	02/03/2023			ADVOCACY INC.	\$5,000.00
	Invoice	Date	Description		Amount
	CG010123-1	01/01/2023	Community grant		\$5,000.00
102586	02/03/2023			AFLAC	\$1,646.36
	Invoice	Date	Description		Amount
	441839	01/25/2023	January supplemental insurance 1001 - Payroll Payables		\$1,646.36
102587	02/03/2023			AGILITY TRIBE LLC	\$160.00
	Invoice	Date	Description		Amount
	AT012023	01/20/2023	Agility Boulders afterschool rec club		\$160.00
102588	02/03/2023			ALLIED UNIVERSAL	\$1,828.83
	Invoice	Date	Description		Amount
	13639737	01/05/2023	McGregor skate park foot patrol		\$392.06
	13639738	01/05/2023	Esplanade park foot patrol		\$420.75
	13761316	02/02/2023	Esplanade park foot patrol		\$525.94
	13761315	02/02/2023	McGregor skate park foot patrol		\$490.08
102589	02/03/2023			ALVAREZ TECHNOLOGY GROUP INC	\$190.00
	Invoice	Date	Description		Amount
	66402	01/18/2023	February antivirus 2211 - ISF - Information Tech		\$190.00

## City Checks Issued February 2, 2023

Item 8 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
102590	02/03/2023			AMAZON CAPITAL SERVICES	\$2,261.36
	Invoice	Date	Description		Amount
	17JV-3YHJ-3GM4	12/06/2022	Wireless keyboards, desk organizer, file organizer, comp mice		\$339.83
	1FYN-9DGG-4KJP	12/06/2022	Ethernet cable, wireless mouse		\$69.59
	14MP-VHNM-4JTT	12/14/2022	Rolling organizer		\$47.95
	13PG-4GQ3-F7GM	12/15/2022	Scansnap document scanners (2)		\$839.28
	1XWL-LQLH-XFK6	01/03/2023	Ink cartridge		\$21.68
	19W4-1LYG-37G3	01/09/2023	Whiteboard, dry erase markers		\$192.53
	1CC3-FPL3-CPR1	01/25/2023	Computer speakers		\$21.26
	1MY6-HTJV-HPP4	01/26/2023	Labor law posters, misc office supplies		\$215.76
	1LHJ-7VM7-DVPV	01/11/2023	Recreation supplies		\$162.56
	1WD4-GKJL-M7N4	01/08/2023	After-School general supplies		\$256.15
	1G63-3DXH-4HY6	01/19/2023	Afterschool booster car seats		\$94.77
			1000 - General Fund	\$1,000.30	
			2210 - ISF - Stores Fund	\$ 21.68	
			2211 - ISF - Information Tech	\$1,239.38	
102591	02/03/2023			ARTS COUNCIL OF SANTA CRUZ COUNTY	\$1,250.00
	Invoice	Date	Description		Amount
	CG010123-1	01/01/2023	Community grant		\$1,250.00
102592	02/03/2023			AT&T	\$9.40
	Invoice	Date	Description		Amount
	ATT010123	01/01/2023	January long distance charges		\$9.40
			1000 - General Fund	\$4.63	
			2211 - ISF - Information Tech	\$4.77	
102593	02/03/2023			AT&T/CALNET 3	\$1,203.90
	Invoice	Date	Description		Amount
	000019361446	01/13/2023	January T-1 access		\$1,203.90
102594	02/03/2023			AT&T/CALNET 3	\$246.42
	Invoice	Date	Description		Amount
	000019360778	01/13/2023	January telephone service		\$246.42
			1000 - General Fund	\$187.56	
			2211 - ISF - Information Tech	\$ 58.86	
102595	02/03/2023			AXCIENT	\$375.00
	Invoice	Date	Description		Amount
	FY22INEFI121228	10/31/2022	October AppAssure storage		\$125.00
	FY22INEFI123771	11/30/2022	November AppAssure storage		\$125.00
	FY22INEFI126310	12/31/2022	December AppAssure storage		\$125.00
			2211 - ISF - Information Tech		



## City Checks Issued February 2, 2023

Item 8 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
102596	02/03/2023			B & B SMALL ENGINE REPAIR	\$103.52
	Invoice	Date	Description		Amount
	505806	09/27/2022	Backplate, harness		\$103.52
102597	02/03/2023			BAY PHOTO LAB	\$208.72
	Invoice	Date	Description		Amount
	19388926	01/30/2023	Museum prints and mounting		\$208.72
102598	02/03/2023			BEAR ELECTRICAL SOLUTIONS INC.	\$3,601.05
	Invoice	Date	Description		Amount
	17689	12/28/2022	December traffic signal maintenance services - response		\$2,954.25
	17690	12/28/2022	December traffic signal maintenance services - routine 1310 - Gas Tax		\$646.80
102599	02/03/2023			BEN NOBLE URBAN AND REGIONAL PLANNING	\$1,920.00
	Invoice	Date	Description		Amount
	1434	12/14/2022	Prep & attend 11/3 PC mtg, prep & attend 11/10 Council mtg 1313 - General Plan Update and Maint		\$1,920.00
102600	02/03/2023			BENEFIT COORDINATORS CORP.	\$5,529.80
	Invoice	Date	Description		Amount
	B07M2C	01/01/2023	January dental & vision insurance 1001 - Payroll Payables		\$5,529.80
102601	02/03/2023			BIG BROTHERS BIG SISTERS OF SC COUNTY	\$3,750.00
	Invoice	Date	Description		Amount
	CG010123-1	01/01/2023	Community grant 1305 - Restricted TOT		\$3,750.00
102602	02/03/2023			BOYS AND GIRLS CLUBS OF SANTA CRUZ COU	\$3,750.00
	Invoice	Date	Description		Amount
	CG010123-1	01/01/2023	Community grant 1305 - Restricted TOT		\$3,750.00
102603	02/03/2023			CA DEPARTMENT OF JUSTICE	\$98.00
	Invoice	Date	Description		Amount
	628447	01/05/2023	December recreation fingerprinting		\$98.00
102604	02/03/2023			CABRILLO COLLEGE STROKE CENTER	\$5,000.00
	Invoice	Date	Description		Amount
	CG010123-1	01/01/2023	Community grant		\$5,000.00

## City Checks Issued February 2, 2023

Item 8 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
102605	02/03/2023			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,416.00
	Invoice	Date	Description		Amount
	POA011323	01/13/2023	POA & gym dues PPE 1/7/23		\$480.50
	POA012723	01/27/2023	POA & gym dues PPE 1/21/23		\$935.50
			1001 - Payroll Payables		
102606	02/03/2023			CAROLYN FLYNN	\$1,160.00
	Invoice	Date	Description		Amount
	CBF-11-2022	12/07/2022	November affordable housing program management		\$1,160.00
			5552 - Cap Hsg Succ-Program Income		
102607	02/03/2023			CASA OF SANTA CRUZ COUNTY	\$3,750.00
	Invoice	Date	Description		Amount
	CG010123-1	01/01/2023	Community grant		\$3,750.00
			1305 - Restricted TOT		
102608	02/03/2023			CODE PUBLISHING COMPANY	\$113.25
	Invoice	Date	Description		Amount
	GC0009568	12/31/2022	Municipal code web update		\$113.25
102609	02/03/2023			COMMUNICATION SERVICE CORPORATION	\$2,377.60
	Invoice	Date	Description		Amount
	221977	12/22/2022	CCTV system cabling labor & materials		\$2,377.60
			2211 - ISF - Information Tech		
102610	02/03/2023			COMMUNITY ACTION BOARD	\$5,000.00
	Invoice	Date	Description		Amount
	CG010123-1	01/01/2023	Community grant		\$5,000.00
102611	02/03/2023			COMMUNITY PRINTERS	\$2,629.41
	Invoice	Date	Description		Amount
	33408011	12/21/2022	BIA visitor's guide brochures		\$2,629.41
			1321 - BIA - Capitola Village-Wharf BIA		
102612	02/03/2023			COMMUNITY TELEVISION OF SANTA CRUZ COL	\$1,638.50
	Invoice	Date	Description		Amount
	3190	11/30/2022	October televised meetings		\$1,638.50
102613	02/03/2023			CRYSTAL SPRINGS WATER CO.	\$252.25
	Invoice	Date	Description		Amount
	CSW123122	12/31/2022	December drinking water		\$252.25
102614	02/03/2023			DONALD W ALLEY	\$16,166.09
	Invoice	Date	Description		Amount
	123-01	01/14/2023	Soquel Lagoon monitoring		\$16,166.09

## City Checks Issued February 2, 2023

Item 8 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
102615	02/03/2023			EIDE BAILLY LLP	\$46,283.00
	Invoice	Date	Description		Amount
	EI01437836	01/28/2023	FY22 audit services & financial transactions report		\$46,283.00
102616	02/03/2023			EQUITABLE	\$2,627.49
	Invoice	Date	Description		Amount
	1384684	01/11/2023	January LTD, STD, AD&D, life insurance 1001 - Payroll Payables		\$2,627.49
102617	02/03/2023			EXCEEDIO	\$8,914.95
	Invoice	Date	Description		Amount
	13566	02/01/2023	February IT services 2211 - ISF - Information Tech		\$8,914.95
102618	02/03/2023			FAIR WAGE USA	\$2,500.00
	Invoice	Date	Description		Amount
	CG010123-1	01/01/2023	Community grant		\$2,500.00
102619	02/03/2023			FAMILY SERVICE AGENCY OF THE CENTRAL C	\$3,750.00
	Invoice	Date	Description		Amount
	CG010123-1	01/01/2023	Community grant		\$3,750.00
102620	02/03/2023			FLYERS ENERGY LLC	\$6,504.32
	Invoice	Date	Description		Amount
	23-730370	01/13/2023	933 gallons gasoline		\$4,193.17
	23-735169	01/23/2023	392 gallons gasoline		\$1,781.28
	23-739513	01/27/2023	100 gallons diesel		\$529.87
102621	02/03/2023			GIGGLES N WIGGLES	\$162.00
	Invoice	Date	Description		Amount
	GNW120222	12/02/2022	Afterschool field trip		\$162.00
102622	02/03/2023			HOME DEPOT CREDIT SERVICES	\$71.56
	Invoice	Date	Description		Amount
	4523627	01/18/2023	Batteries, Strap bag, screws, emt conduit		\$63.15
	5011343	01/07/2023	Coil Chain - PD Supplies		\$8.41
102623	02/03/2023			HOSPICE of SANTA CRUZ COUNTY	\$1,500.00
	Invoice	Date	Description		Amount
	CG010123-1	01/01/2023	Community grant		\$1,500.00
102624	02/03/2023			INTERNATIONAL BRONZE PLAQUE COMPANY	\$195.00
	Invoice	Date	Description		Amount
	23-64654	01/11/2023	Memorial plaque		\$195.00

## City Checks Issued February 2, 2023

Item 8 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
102625	02/03/2023			JACKIE YEUNG	\$1,610.00
	Invoice	Date	Description		Amount
	JY011423	01/14/2023	Out of county training reimbursement		\$1,610.00
102626	02/03/2023			JANET RUSSELL	\$124.26
	Invoice	Date	Description		Amount
	JR012223	01/22/2023	Instructor payment		\$124.26
102627	02/03/2023			KBA Document Solutions LLC	\$209.60
	Invoice	Date	Description		Amount
	55Y1339430	01/23/2023	City Hall copier usage charges		\$201.02
	55Y1341431	01/30/2023	City hall copier usage charges 2211 - ISF - Information Tech		\$8.58
102628	02/03/2023			KIMLEY HORN AND ASSOCIATES INC	\$7,426.80
	Invoice	Date	Description		Amount
	097763139-1222	12/31/2022	Park Ave traffic calming		\$805.00
	23716741	12/31/2022	Upper Pac Cove sidewalk		\$1,440.00
	23716742	12/31/2022	Bay Ave / Hill St intersection analysis		\$920.00
	23716743	12/31/2022	San Jose striping		\$720.00
	22643040	09/30/2022	Library driveway improvement project		\$1,085.00
	22727782	09/30/2022	Capitola roundabout design		\$2,456.80
			1200 - Capital Improvement Fund	\$4,701.80	
			1310 - Gas Tax	\$1,640.00	
			1360 - Library Fund	\$1,085.00	
102629	02/03/2023			KING'S PAINT AND PAPER INC.	\$250.81
	Invoice	Date	Description		Amount
	ZL9BG-1220CJ-S	01/01/2023	Paint, bushes		\$250.81
102630	02/03/2023			LAURA ALIOTO	\$652.50
	Invoice	Date	Description		Amount
	LA123122	12/31/2022	Instructor payment		\$112.50
	LA2023JAN	01/31/2023	Instructor payment		\$540.00
102631	02/03/2023			LEAGUE OF CALIFORNIA CITIES	\$5,422.00
	Invoice	Date	Description		Amount
	643235	01/01/2023	2023 membership dues		\$5,422.00
102632	02/03/2023			Leda Laidlaw-Hunter	\$517.14
	Invoice	Date	Description		Amount
	LLH122922	12/29/2022	Education reimbursement		\$517.14

## City Checks Issued February 2, 2023

Item 8 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
102633	02/03/2023			LEWIS TREE SERVICE INC.	\$9,468.00
	Invoice	Date	Description		Amount
	07065-I	01/19/2023	Emergency Tree Removal		\$7,823.70
	06826-I	01/19/2023	Emergency Tree Removal		\$1,644.30
102634	02/03/2023			LINDE GAS & EQUIPMENT INC.	\$4,965.73
	Invoice	Date	Description		Amount
	33782835	01/25/2023	Welder, weld cloth, wire		\$4,705.25
	33704015	01/23/2023	Acetylene rental		\$260.48
102635	02/03/2023			LIUNA PENSION FUND	\$1,075.20
	Invoice	Date	Description		Amount
	FL3319	01/27/2023	January LIUNA pension dues		\$1,075.20
			1001 - Payroll Payables		
102636	02/03/2023			MBASIA	\$604,949.00
	Invoice	Date	Description		Amount
	230101-1	01/01/2023	Workers' comp & liability insurance		\$604,949.00
			2213 - ISF - Self Ins Liability	\$273,172.00	
			2214 - ISF - Workers Comp	\$331,777.00	
102637	02/03/2023			McKim Corporation	\$296,501.05
	Invoice	Date	Description		Amount
	20959	12/12/2022	Clares St traffic calming		\$296,501.05
			1200 - Capital Improvement Fund	\$ 13,044.17	
			1309 - RTC Streets	\$283,456.88	
102638	02/03/2023			MID COUNTY AUTO SUPPLY	\$412.50
	Invoice	Date	Description		Amount
	M-2015555	01/17/2023	Clamps, Halogen, paper, primer, string, spreaders, putty		\$281.00
	M-2022220	01/23/2023	Crankshaft Sensor		\$29.92
	M-2024325	01/24/2023	Brake Master Cylinder		\$101.58
102639	02/03/2023			MISSION LINEN SUPPLY	\$421.09
	Invoice	Date	Description		Amount
	518573352	01/18/2023	Fleet towels, uniform cleaning		\$34.50
	518615764	01/25/2023	Fleet towels, uniform cleaning		\$34.50
	518619109	01/19/2023	Fleet towels, uniform cleaning		\$98.10
	518573353	01/18/2023	Corp. Yard linen service		\$103.99
	518520325	01/09/2023	Community Center mop and mat service		\$75.00
	518598950	01/23/2023	Community Center mop and mat service		\$75.00
102640	02/03/2023			MISSION PRINTERS	\$341.32
	Invoice	Date	Description		Amount
	63594	01/20/2023	Business cards		\$341.32

## City Checks Issued February 2, 2023

Item 8 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
102641	02/03/2023			MONARCH SERVICES	\$3,750.00
	Invoice	Date	Description		Amount
	CG010123-1	01/01/2023	Community grant		\$3,750.00
102642	02/03/2023			NAMI SANTA CRUZ COUNTY	\$6,000.00
	Invoice	Date	Description		Amount
	CG010123-1	01/01/2023	Community grant		\$6,000.00
102643	02/03/2023			O'NEILL SEA ODYSSEY	\$5,000.00
	Invoice	Date	Description		Amount
	CG010123-1	01/01/2023	Community grant 1305 - Restricted TOT		\$5,000.00
102644	02/03/2023			O'REILLY AUTO PARTS	\$195.64
	Invoice	Date	Description		Amount
	2763-331462	01/19/2023	Carbon Cleaner		\$10.44
	2763-33037	01/13/2023	HID Capsule		\$61.61
	2763-317751	11/07/2022	Crank Sensor		\$76.68
	2763-316771	11/02/2022	Crank Sensor		\$68.91
	2763-313663	10/17/2022	Core Return		(\$22.00)
102645	02/03/2023			OUTDOOR SUPPLY HARDWARE	\$889.29
	Invoice	Date	Description		Amount
	G81920	01/18/2023	Razor Blades, saw blade, cut off wheel		\$48.13
	G77933	01/10/2023	Graffiti Coverup supplies		\$79.49
	G74451	01/03/2023	Port charger, lights		\$43.58
	G74891	01/04/2023	8 pin cable		\$46.86
	G76999	01/08/2023	Bleach		\$2.82
	G77489	01/09/2023	Foaming root killer		\$28.33
	G78396	01/11/2023	Bucket, bulk fastener, wd40, sealer		\$43.51
	G78499	01/11/2023	Roller, paint, pipe adapter, floor and ceiling plate		\$33.52
	G78930	01/12/2023	Black Lacquer, gloss protective spray,		\$43.55
	G81548	01/17/2023	Sandpaper, flap discs		\$48.68
	G81855	01/18/2023	Bulk fastener, waterproof outlet		\$21.48
	G84215	01/23/2023	Seafoam cleaner, lubricant		\$18.84
	G84237	01/23/2023	Spray paint, waterproof sandpaper		\$44.31
	G84314	01/23/2023	Conduit locknut, glue, pvc pipes, adapters		\$113.98
	G84718	01/24/2023	Brushes, paint, rags, oil mod		\$198.71
	G84784	01/24/2023	Hammer drills		\$26.14
	G84935	01/24/2023	Bulk Fasteners		\$19.10
	G85215	01/25/2023	Wall brush, brush set		\$28.26

## City Checks Issued February 2, 2023

Item 8 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
102646	02/03/2023			PALACE BUSINESS SOLUTIONS	\$159.09
	Invoice	Date	Description		Amount
	668083-0	01/04/2023	Copy paper		\$93.87
	668083-1	01/05/2023	Copy paper		\$45.34
	666407-0	12/07/2022	Post-its, Sponges, ruler, tape		\$19.88
			1000 - General Fund	\$ 19.88	
			2210 - ISF - Stores Fund	\$139.21	
102647	02/03/2023			PARENTS CENTER OF SANTA CRUZ	\$3,750.00
	Invoice	Date	Description		Amount
	CG010123-1	01/01/2023	Community grant		\$3,750.00
102648	02/03/2023			PAST CONSULTANTS LLC	\$2,500.00
	Invoice	Date	Description		Amount
	PAST121222	12/12/2022	#21-0561 Additional site visit, design review, prep of final ltr		\$2,500.00
102649	02/03/2023			Paula Yoshiko Suzuki	\$676.00
	Invoice	Date	Description		Amount
	PS012723	01/27/2023	Instructor payment		\$676.00
102650	02/03/2023			PAVEMENT ENGINEERING INC.	\$30,450.00
	Invoice	Date	Description		Amount
	2209-135	10/17/2022	Capitola Rd improvement project		\$30,450.00
			1308 - SB1 Road Maint & Rehab	\$18,312.50	
			1309 - RTC Streets	\$12,137.50	
102651	02/03/2023			PITNEY BOWES	\$2,068.58
	Invoice	Date	Description		Amount
	PB011923	01/19/2023	City hall postage machine refill		\$2,068.58
			2210 - ISF - Stores Fund		
102652	02/03/2023			ROBIN H EVEREST	\$247.68
	Invoice	Date	Description		Amount
	RE012223	01/22/2023	Instructor payment		\$247.68
102653	02/03/2023			SAN LORENZO LUMBER	\$354.97
	Invoice	Date	Description		Amount
	55-0778963	01/07/2023	Tree Removal		\$354.97
102654	02/03/2023			SANTA CRUZ AUTO PARTS INC.	\$275.35
	Invoice	Date	Description		Amount
	14508-461365	01/25/2023	Car batteries, fuel based reducer		\$275.35

## City Checks Issued February 2, 2023

Item 8 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
102655	02/03/2023			SANTA CRUZ CHILDREN'S MUSEUM OF DISCOV	\$6,250.00
	Invoice	Date	Description		Amount
	CG010123-1	01/01/2023	Community grant 1305 - Restricted TOT		\$6,250.00
102656	02/03/2023			SANTA CRUZ COUNTY ANIMAL SHELTER	\$16,098.40
	Invoice	Date	Description		Amount
	22-23-3CA	01/13/2023	Quarterly animal services contribution		\$16,098.40
102657	02/03/2023			SANTA CRUZ LIVE SCAN INC.	\$30.00
	Invoice	Date	Description		Amount
	2373	02/01/2023	New hire live scan		\$30.00
102658	02/03/2023			SANTA CRUZ MUNICIPAL UTILITIES	\$149.87
	Invoice	Date	Description		Amount
	SCMU010623	01/06/2023	December water service for medians		\$149.87
102659	02/03/2023			SANTA CRUZ SENTINEL	\$1,259.20
	Invoice	Date	Description		Amount
	0001361913	12/31/2022	December legal ads		\$1,259.20
102660	02/03/2023			SCC ENVIRONMENTAL HEALTH SVC	\$975.00
	Invoice	Date	Description		Amount
	IN0111532	01/13/2023	Case management, research review, document review		\$975.00
102661	02/03/2023			SENIOR NETWORK SERVICES INC.	\$3,750.00
	Invoice	Date	Description		Amount
	CG010123-1	01/01/2023	Community grant		\$3,750.00
102662	02/03/2023			SENIORS COUNCIL OF SC COUNTY	\$5,000.00
	Invoice	Date	Description		Amount
	CG010123-1	01/01/2023	Community grant		\$5,000.00
102663	02/03/2023			SOQUEL CREEK WATER DISTRICT	\$1,448.66
	Invoice	Date	Description		Amount
	08-15299-011723	01/17/2023	08-15299-00 Monterey Ave. water		\$173.07
	08-15562-011723	01/17/2023	08-15562-00 Cliff and Fairview water service		\$68.01
	09-15964-011723	01/17/2023	09-15964-00 Monterey Ave. Esplanade water		\$788.34
	34-18508-012323	01/23/2023	34-18508-00 1510 McGregor Drive water service		\$42.67
	10-16317-012323	01/23/2023	10-16317-00 420 Capitola Ave. water		\$196.91
	10-16315-011723	01/23/2023	10-16315-00 504 Beulah Dr. water		\$61.37
	10-16316-012323	01/23/2023	10-16316-00 426 Capitola Ave. water		\$118.29



## City Checks Issued February 2, 2023

Item 8 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
102664	02/03/2023			T MOBILE	\$193.80
	Invoice	Date	Description		Amount
	TM012123	01/21/2023	January cell phone usage		\$193.80
102665	02/03/2023			THE DIVERSITY CENTER	\$3,750.00
	Invoice	Date	Description		Amount
	CG010123-1	01/01/2023	Community grant 1305 - Restricted TOT		\$3,750.00
102666	02/03/2023			THE HOME DEPOT PRO	\$2,173.37
	Invoice	Date	Description		Amount
	726853591	01/18/2023	Bathroom and Toilet supplies		\$2,173.37
102667	02/03/2023			THE PRINT GALLERY	\$1,430.64
	Invoice	Date	Description		Amount
	25253	01/18/2023	Shirts		\$1,430.64
102668	02/03/2023			THERESA NELSON	\$214.50
	Invoice	Date	Description		Amount
	TN012223	01/22/2023	Instructor payment		\$214.50
102669	02/03/2023			TPX COMMUNICATIONS	\$1,712.50
	Invoice	Date	Description		Amount
	166316009-0	01/23/2023	January phone service		\$1,712.50
			1000 - General Fund	\$928.85	
			2211 - ISF - Information Tech	\$783.65	
102670	02/03/2023			TRANSPORTATION ALLIANCE BANK INC.	\$471.49
	Invoice	Date	Description		Amount
	674803	01/13/2023	Split sprocket 1310 - Gas Tax		\$471.49
102671	02/03/2023			TYLER BUSINESS FORMS	\$264.34
	Invoice	Date	Description		Amount
	80885	01/18/2023	Envelopes for W2, 1099, & 1095		\$264.34
102672	02/03/2023			UNITED WAY OF SANTA CRUZ COUNTY	\$3,750.00
	Invoice	Date	Description		Amount
	CG010123-1	01/01/2023	Community grant		\$3,750.00
102673	02/03/2023			UNITED WAY OF SANTA CRUZ COUNTY	\$20.00
	Invoice	Date	Description		Amount
	UW012723	01/27/2023	January United Way contributions 1001 - Payroll Payables		\$20.00

## City Checks Issued February 2, 2023

Item 8 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
102674	02/03/2023			UPEC LIUNA LOCAL 792	\$891.00
	Invoice	Date	Description		Amount
	UPEC	01/05/2023	January UPEC dues 1001 - Payroll Payables		\$891.00
102675	02/03/2023			US BANK EQUIPMENT FINANCE	\$233.61
	Invoice	Date	Description		Amount
	491167698	01/04/2023	Recreation copier lease		\$233.61
102676	02/03/2023			US BANK EQUIPMENT FINANCE	\$174.40
	Invoice	Date	Description		Amount
	492755475	01/25/2023	City Hall copier leases 2210 - ISF - Stores Fund		\$174.40
102677	02/03/2023			US BANK EQUIPMENT FINANCE	\$236.93
	Invoice	Date	Description		Amount
	491252201	01/05/2023	PD copier lease		\$236.93
102678	02/03/2023			US BANK PARS Acct 6746022400	\$161.24
	Invoice	Date	Description		Amount
	PARS011323	01/13/2023	PARS contributions PPE 1/7/23 1001 - Payroll Payables		\$161.24
102679	02/03/2023			US BANK PARS Acct 6746022400	\$307.83
	Invoice	Date	Description		Amount
	PARS012723	01/27/2023	PARS contributions PPE 1/21/23 1001 - Payroll Payables		\$307.83
102680	02/03/2023			VERIZON WIRELESS	\$2,978.83
	Invoice	Date	Description		Amount
	9925015429	01/10/2023	January telephone charges		\$2,978.83
102681	02/03/2023			VISTA CENTER FOR THE BLIND	\$2,500.00
	Invoice	Date	Description		Amount
	CG010123-1	01/01/2023	Community grant		\$2,500.00
102682	02/03/2023			VITAL RECORDS HOLDING LLC	\$500.79
	Invoice	Date	Description		Amount
	3251284	12/31/2022	December record storage		\$500.79
102683	02/03/2023			VMI INC.	\$17,382.09
	Invoice	Date	Description		Amount
	305306	01/09/2023	City Council Chambers additional Zoom features 1320 - PEG - Public Education and Govt		\$17,382.09

# City Checks Issued February 2, 2023

Item 8 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
102684	02/03/2023			VOLUNTEER CENTERS OF SC COUNTY	\$3,750.00
	Invoice	Date	Description		Amount
	CG010123-1	01/01/2023	Community grant		\$3,750.00
102685	02/03/2023			WATSON FINE ART CONSERVATION	\$132.20
	Invoice	Date	Description		Amount
	173226	01/10/2023	Framing		\$132.20
102686	02/03/2023			WATSONVILLE BLUEPRINT	\$106.08
	Invoice	Date	Description		Amount
	109207	01/04/2023	Wharf plans		\$62.93
	109439	01/24/2023	Wharf plans		\$43.15
102687	02/03/2023			WE ALL RIDE SANTA CRUZ	\$126.21
	Invoice	Date	Description		Amount
	4175577	01/18/2023	Car Battery		\$126.21
102688	02/03/2023			WESTERN EXTERMINATOR COMPANY	\$156.40
	Invoice	Date	Description		Amount
	30296206	01/31/2023	January turnouts rodent control		\$78.20
	30296205	01/06/2023	January City Hall rodent control		\$78.20
102689	02/03/2023			THE DAVEY TREE EXPERT COMPANY	\$2,590.00
	Invoice	Date	Description		Amount
	917266138	12/19/2022	Tree removal 1504 Wharf Rd		\$2,590.00
102690	02/03/2023			SZS CONSULTING GROUP	\$11,096.00
	Invoice	Date	Description		Amount
	10	12/22/2022	ADA transition plan and self evaluation phase 1		\$9,476.00
	11	12/22/2022	ADA transition plan and self evaluation phase 2		\$1,620.00
			1200 - Capital Improvement Fund		
<b>Check Totals:</b>					<b>\$1,228,505.32</b>
<b>EFT</b>					
1475	02/01/2023			CalPERS Health Insurance	\$63,899.80
	Invoice	Date	Description		Amount
	1002291845	02/01/2023	January health insurance		\$63,899.80
			1000 - General Fund	\$ 3,719.06	
			1001 - Payroll Payables	\$60,180.74	
1476	01/30/2023			CalPERS Member Services Division	\$54,846.79
	Invoice	Date	Description		Amount
	1002291780-4	01/27/2023	PERS contributions PPE 1/21/23		\$54,846.79
			1000 - General Fund	(\$ 0.32)	
			1001 - Payroll Payables	\$54,847.11	

# City Checks Issued February 2, 2023

Item 8 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
1477	01/30/2023			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$10,403.01
	Invoice	Date	Description		Amount
	0-731-245-280	01/27/2023	State taxes PPE 1/21/23 1001 - Payroll Payables		\$10,403.01
1478	01/30/2023			INTERNAL REVENUE SERVICE	\$34,278.25
	Invoice	Date	Description		Amount
	84251810	01/27/2023	Federal taxes & Medicare PPE 1/21/23 1001 - Payroll Payables		\$34,278.25
1479	01/30/2023			STATE DISBURSEMENT UNIT	\$1,575.68
	Invoice	Date	Description		Amount
	42796201	01/27/2023	Employee garnishments PPE 1/21/23 1001 - Payroll Payables		\$1,575.68
1480	01/30/2023			VOYA FINANCIAL	\$7,302.12
	Invoice	Date	Description		Amount
	VOYA012723	01/27/2023	Employee 457 contributions PPE 1/21/23 1001 - Payroll Payables		\$7,302.12
1481	01/25/2023			WEX HEALTH INC.	\$135.00
	Invoice	Date	Description		Amount
	0001651801-IN	12/31/2022	December COBRA and FSA admin.		\$135.00

EFT Totals: \$172,440.65

Main City Totals	Count	Total
Checks	108	\$1,228,505.32
EFTs	7	\$172,440.65
All	115	\$1,400,945.97

Payroll Totals	Count	Total
Checks	0	\$0.00
EFTs	90	\$183,900.76
All	90	\$183,900.76

Grand Totals:	Count	Total
Checks	108	\$1,228,505.32
EFTs	97	\$356,341.41
All	205	\$1,584,846.73

# Capitola City Council

## Agenda Report



**Meeting:** February 26, 2023

**From:** Public Works Department

**Subject:** Capitola Municipal Code Amendment Regarding the Storage of Waste Collection Containers

**Recommended Action:** Introduce, by title only, waiving further reading of the text, an ordinance of the City of Capitola amending Capitola Municipal Code Sections 8.04.020 and 8.04.080 regarding the storage of waste collection containers.

**Background:** In December 2021, the City Council, pursuant to the requirements of State Senate Bill 1383, adopted Ordinance No. 1049 repealing Capitola Municipal Code Chapter 8.04 "Garbage" and enacting Chapter 8.04 "Solid Waste and Edible Food Recovery". Upon further review of the ordinance, Staff discovered that the sections regulating the storage of waste collection containers in the previous ordinance were inadvertently omitted from the new ordinance.

Language regarding commercial containers was included in the original code as Section 8.04.070(B)(1):

*When garbage containers and/or garbage container storage areas, in commercial areas, are likely to be smelled by or seen by persons other than the owners, occupiers, or employees of the premises in question. For the purposes of this section, dumpster-type containers which are not shielded from public view by an enclosure shall, be deemed a nuisance unless waiver from this requirement has been granted in writing by a city enforcement officer upon a showing that no realistic alternative is available.*

In 2008, Ordinance 928 added the following language regarding residential collections containers as Section 9.04.070(D)

*Containers shall be placed out of public view on noncollection days. The city manager shall have the authority to approve exceptions to this code section. In no case shall containers be placed in the public right-of-way or in a manner that constitutes a hazard or danger to vehicular or pedestrian, traffic.*

**Discussion:** Staff has prepared the attached ordinance to correct the above omissions, by adding to following code language.

Section 8.404.020(E):

*Containers shall be placed out of public view on non-collection days. The city manager shall have the authority to approve exceptions to this subsection. In no case shall containers be placed in the public right-of-way or in a manner that constitutes a hazard or danger to vehicular or pedestrian traffic.*

Section 8.040.080(A):

*Commercial waste collection containers must be stored in designated enclosures, to ensure that such containers are kept out of the public view and to ensure smells or other nuisance conditions associated with garbage and rubbish collection are mitigated. If siting constraints prohibit storage of commercial waste containers in designated enclosures, the city manager may approve an alternate location on the premises.*

**Fiscal Impact:** There is no fiscal impact related to adopting this ordinance.

**Environmental Determination:** Enactment of this Ordinance is not a project under Section 15060(c)(2) of the California Environmental Quality Act ("CEQA") Guidelines because the Ordinance will not result in a

direct or reasonably foreseeable indirect physical change in the environment, and CEQA Guidelines Section 15060(c)(3), because the activity required by the Ordinance is not a project as defined in Section 15378 of the CEQA Guidelines. Alternatively, enactment of this Ordinance is statutorily exempt pursuant to CEQA Guidelines section 15061(b)(3) because it can be seen with certainty that there is no possibility that the adoption of this Ordinance will have significant effect on the environment.

Attachments:

1. Proposed Ordinance

Report Prepared By: Jessica Kahn, Public Works Director

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

Approved By: Jamie Goldstein, City Manager

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY OF CAPITOLA AMENDING SECTION 8.04.020 AND SECTION 8.04.080 OF THE CITY OF CAPITOLA MUNICIPAL CODE REGARDING THE STORAGE OF WASTE COLLECTION CONTAINERS**

WHEREAS, in December 2021, the City Council of City of Capitola adopted amendments to Chapter 8.04 of the Capitola Municipal Code regarding Solid Waste and Edible Food Recovery to comply with the Sate’s Mandatory ; and

WHEREAS, the December 2021 amendments inadvertently omitted certain requirements for storage of waste collection containers on residential and commercial properties that existed in the prior version of Chapter 8.04; and

WHEREAS, the City of Capitola has an interest in ensuring that waste collection containers are stored in an aesthetically pleasing and sanitary manner; and

WHEREAS, the City Council desires to implement regulations on the storage of waste collection containers within the City, similar to requirements that existed prior to the 2021 amendments to Chapter 8.04.

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF CAPITOLA DOES ORDAIN AS FOLLOWS:**

**Section 1.** The above findings are adopted and incorporated herein.

**Section 2.** Section 8.04.020 (Accumulation of solid waste) is amended as follows:

**Subsection E is added as follows:**

E. Containers shall be placed out of public view on non-collection days. The city manager shall have the authority to approve exceptions to this subsection. In no case shall containers be placed in the public right-of-way or in a manner that constitutes a hazard or danger to vehicular or pedestrian traffic.

**Section 3.** Section 8.04.080(a) (Commercial business requirements) is amended as follows. New language is shown in underline.

A. Each owner, operator, or manager of a commercial business shall ensure the proper separation of solid waste generated on such premises, as required by the authorized collector, by placing each type of material in designated collection containers, and ensure that employees, contractors, volunteers, customers, visitors, and other persons on site follow source separation requirements related to solid waste as required by the authorized collector. Each owner, operator, or manager of a commercial business, except for multifamily dwellings, shall prohibit employees from placing materials in a container not designated for those materials, and shall periodically inspect containers for organic waste and inform employees of requirements to ensure such containers are only used for organic waste.

Commercial waste collection containers must be stored in designated enclosures, to ensure that such containers are kept out of the public view and to ensure smells or other nuisance

conditions associated with garbage and rubbish collection are mitigated. If siting constraints prohibit storage of commercial waste containers in designated enclosures, the city manager may approve an alternate location on the premises.

**Section 4.** Environmental Review.

The City Council finds and determines that enactment of this Ordinance is not a project under Section 15060(c)(2) of the California Environmental Quality Act ("CEQA") Guidelines because the Ordinance will not result in a direct or reasonably foreseeable indirect physical change in the environment, and CEQA Guidelines Section 15060(c)(3), because the activity required by the Ordinance is not a project as defined in Section 15378 of the CEQA Guidelines. Alternatively, enactment of this Ordinance is statutorily exempt pursuant to CEQA Guidelines section 15061(b)(3) because it can be seen with certainty that there is no possibility that the adoption of this Ordinance will have significant effect on the environment.

**Section 5.** Effective Date.

This Ordinance shall be in full force and effect thirty (30) days from its passage and adoption.

**Section 6.** Severability.

The City Council hereby declares every section, paragraph, sentence, cause, and phrase of this ordinance is severable. If any section, paragraph, sentence, clause, or phrase of this ordinance is for any reason found to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining sections, paragraphs, sentences, clauses, or phrases.

**Section 7.** Certification.

The City Clerk shall cause this ordinance to be posted and/or published in the manner required by law.

This Ordinance was introduced at the meeting of the City Council on the 23<sup>rd</sup> day of February, 2023, and was adopted at a regular meeting of the City Council on the \_\_\_ day of \_\_\_\_\_ 2023, by the following vote:

- AYES:
- NOES:
- ABSENT:

\_\_\_\_\_  
Margaux Keiser, Mayor

Attest: \_\_\_\_\_  
Julia Moss, City Clerk

Approved as to form:

\_\_\_\_\_  
Samantha W. Zutler, City Attorney



# Capitola City Council

## Agenda Report

**Meeting:** February 23, 2023

**From:** City Manager Department

**Subject:** Wharf Update and Termination of Local Emergency



**Recommended Action:** Adopt a resolution terminating the Proclamation of Local Emergency.

**Background:** The California Emergency Services Act defines a local emergency as the existence of conditions of disaster or of extreme peril to the safety of persons and property within the territorial limits of a city, caused by conditions beyond the control of the services, personnel, equipment, and facilities of a city.

Capitola Municipal Code Section 8.08.060 empowers the Director of Emergency Services (City Manager) for Capitola to proclaim the existence of a local emergency when the City is affected or likely to be affected by the existence of disaster or extreme peril which is, or is likely to be, beyond the control of the services, personnel, equipment and facilities of this City, requiring the combined forces of other political subdivisions to control.

On December 30 and 31, 2022, our region experienced a major rain event. As a result, flooding in Soquel Creek caused damage to public and private property and various other roads and infrastructure.

On January 4, 2023, the City Manager/Director of Emergency Services signed a Proclamation of Local Emergency. On January 6, 2023, the City Council ratified the Proclamation of Local Emergency.

**Discussion:** Since the City Council ratified the Proclamation of Local Emergency on January 6, 2023, staff has provided regular updates at City Council meetings on actions taken to address storm damages.

Government Code Section 8630 requires the Council to terminate the local emergency at the earliest possible date that conditions warrant.

**Wharf Update:** During the storm event on January 5, 2023, the Capitola Wharf sustained significant damages to both the midspan and head of the structure; including damages to decking, trestle, piles, lighting, and stairways as shown in Attachment 4. Prior to the storm damage, staff had intended on starting construction of the \$8 million Capitola Wharf Resiliency and Public Access Improvement Project (Wharf Resiliency Project) in October after the completion of the summer season.

The City engaged the engineering team on the Wharf Resiliency Project, Moffatt & Nichol, to complete a detailed cost estimate of the storm damages, which amount to approximately \$932,000 in capital repairs and \$200,000 in mobilization costs.

The City is currently in the process of obtaining funding for storm-related repairs through the Federal Emergency Management Agency (FEMA) Public Assistance Program. Staff anticipates the City will be able to start utilizing FEMA Public Assistance Program funds in May. Any work done prior to May would not be eligible for reimbursement through the Public Assistance Program.

Repairing the storm damage as a separate standalone emergency project would take around four months to complete, two months for the contractor to obtain materials and two months to build. Additionally, a standalone project would require additional permitting. If the City were to receive authorization to begin an emergency standalone storm repair project in May, construction on that project could be completed in September.

Assuming all these timelines could be met, proceeding with a standalone emergency repair means the wharf could theoretically be open for a couple weeks at the end of the summer, prior to it being closed for another 8-9 months to complete the overall Wharf Resiliency Project. Further, completing the projects separately would cost the City far more in total cost, likely hundreds of thousands of dollars.

Instead, Staff proposes repairing the storm damages in tandem with the previously planned Wharf Resiliency Project. This would reduce the overall cost of the storm damage repairs by removing the need for additional mobilization and would not require any additional permitting. Ideally, the project could be started earlier than the originally anticipated October start date, which would effectively get the wharf open sooner than by proceeding with separate projects.

Moving up the start date for the Wharf Resiliency Project is dependent on Federal approvals to utilize the \$3.5M in U.S. Department of Housing and Urban Development (HUD) funding allocated to the City in December. The City is not authorized to begin the project until these funds are released by HUD through the Community Project Funding program.

Staff has determined that emergency conditions in the City have subsided, and thus termination of the state of emergency is warranted.

Fiscal Impact: Staff has submitted an Initial Damage Estimate to the Santa Cruz County Office of Response, Recovery & Resiliency as a part of a County-wide submittal to CalOES. There is no fiscal impact associated with the actions listed in this report.

Attachments:

1. Proclamation of Local Emergency
2. Resolution Ratifying the Local Emergency
3. Resolution Terminating the Local Emergency
4. Capitola Wharf Storm Damage Assessment

Report Prepared By: Julia Moss, City Clerk; Jessica Kahn, Public Works Director

Reviewed By: Samantha Zutler, City Attorney

Approved By: Jamie Goldstein, City Manager

**PROCLAMATION OF EXISTENCE OF A LOCAL EMERGENCY  
BY THE DIRECTOR OF EMERGENCY SERVICES  
OF THE CITY OF CAPITOLA, STATE OF CALIFORNIA**

**WHEREAS**, the California Emergency Services Act (California Government Code sections 8639, 8550, et. seq.) defines a local emergency as the existence of conditions of disaster or of extreme peril to the safety of persons and property within the territorial limits of a city, caused by conditions such as an epidemic, which are or are likely to be beyond the control of the services, personnel, equipment, and facilities of a city, and require the combined forces of other political subdivisions to combat;

**WHEREAS**, Capitola Municipal Code Section 8.08.060 empowers the Director of Emergency Services for the City of Capitola to proclaim the existence of a local emergency when the City is affected or likely to be affected by the existence of disaster or extreme peril which is, or is likely to be, beyond the control of the services, personnel, equipment and facilities of this City, requiring the combined forces of other political subdivisions to control; and

**WHEREAS**, on December 30 and 31, 2022, Santa Cruz County, including the City of Capitola, experienced a major rain event (the “2022-23 Atmospheric River Winter Storm”); and

**WHEREAS**, as a result of the 2022-23 Atmospheric River Winter Storm, major flooding of Soquel Creek in Santa Cruz County caused damage to public and private property in the unincorporated County just upstream from Capitola; and

**WHEREAS**, various other roads and infrastructure in the City of Capitola has been damaged as a result of the 2022-23 Atmospheric River Winter Storm; and

**WHEREAS**, current estimates of the damage caused by the 2022-23 Atmospheric River Winter Storm exceed \$1.5 million, and the true extent of the damage caused by the 2022-23 Atmospheric River Winter Storm has yet to be ascertained; and

**WHEREAS**, soil conditions in the City of Capitola and County of Santa Cruz remain saturated as a result of the 2022-23 Atmospheric River Winter Storm, and an additional atmospheric storm event is expected on January 4 and 5, 2023, increasing the likelihood of further damage from earth slippage events, including the potential for flooding; and

**WHEREAS**, at the time of this Proclamation, the City Council is not in session.

**NOW, THEREFORE, IT IS PROCLAIMED AS FOLLOWS:**

1. Conditions caused by the 2022-23 Atmospheric River Winter Storm in the City of Capitola, including but not limited to flooding along Soquel Creek, as well as other currently undiscovered damage related to the 2022-23 Atmospheric River Winter Storm, constitute conditions of disaster and extreme peril to the safety of persons, their property and public services.

2. An emergency, as defined in Section 8.08.020 of the Capitola Municipal Code, Government Code Section 8558(c), and Public Contract Code Section 1102, now exists in the City of Capitola.

3. During the existence of said local emergency the powers, functions, and duties of the City Manager or designee shall be those prescribed by State law and the ordinances, resolutions, codes and approved plans of the City of Capitola in order to mitigate the effects of the local emergency.

4. Pursuant to Section 8.08.090 of the Capitola Municipal Code, all expenditures made in connection with this local emergency, including mutual aid activities, shall be deemed to be for the direct protection and benefit of the inhabitants and property of the City of Capitola.

5. The City Manager, or his designee, is hereby designated as the authorized Agent for the City of Capitola for the purposes of receipt, processing, and coordination of all inquiries and requirements necessary to obtain available County, State, and federal assistance.

6. Pursuant to Government Code section 8630, the local emergency shall be deemed to continue to exist for a period of up to seven (7) days, and thereafter by ratification and extension by the City Council until it is terminated by the City Council.

DATE: January 4, 2023

DocuSigned by:  
*Jamie Goldstein*  
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JAMIE GOLDSTEIN  
CITY MANAGER/ DIRECTOR OF  
EMERGENCY SERVICES

APPROVED AS TO FORM:

DocuSigned by:  
*Samantha W. Zutler*  
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SAMANTHA W. ZUTLER  
CITY ATTORNEY

- Distribution:
- City Council
  - Governor Gavin Newsom
  - Santa Cruz County Sherriff-Coroner
  - Santa Cruz County Office of Response, Recovery and Resilience
  - Emergency Consolidated Communications Center
  - Assemblymember Robert Rivas
  - Senator John Laird
  - Congressmember Zoe Lofgren
  - Congressmember Jimmy Panetta
  - California Office of Emergency Services

**RESOLUTION NO. 4301****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA RATIFYING THE EMERGENCY SERVICES DIRECTOR'S PROCLAMATION DECLARING THE EXISTENCE OF A LOCAL EMERGENCY**

WHEREAS, the California Emergency Services Act (California Government Code sections 8630, 8550 et seq.) empowers the City of Capitola ("City") City Council to authorize, by ordinance a local official, to proclaim the existence of a local emergency when the City Council is not in session; and

WHEREAS, a local emergency proclaimed by an official designated by ordinance shall not remain in effect for a period in excess of seven days unless it has been ratified by the governing body; and

WHEREAS, Capitola Municipal Code Sections 8.08.050 designates the City Manager as the Director of Emergency Services for the City, and Capitola Municipal Code Section 8.08.060 empowers the Director of Emergency Services to proclaim the existence of a local emergency when the City is affected or likely to be affected by the existence of disaster or extreme peril which is, or is likely to be, beyond the control of the services, personnel, equipment and facilities of this City, requiring the combined forces of other political subdivisions to control; and

WHEREAS, Capitola Municipal Code Section 8.08.020 defines an emergency as "the actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within this city caused by such conditions as air pollution, fire, flood, storm, epidemic, riot or earthquake, or other conditions...which conditions are or are likely to be beyond the control of the services, personnel, equipment and facilities for this city, requiring the combined forces of other political subdivisions to combat"; and

WHEREAS, commencing on December 30, 2022, the City experienced heavy rains causing flood related significant damage to public infrastructure and private property throughout the City; and

WHEREAS, on January 4, 2023, due to the conditions created by the weather, the Director of Emergency Services issued a Proclamation of Existence of Local Emergency ("Proclamation"), a copy of which is attached hereto; and

WHEREAS, on January 4, 2023, the Director of Emergency Services issued an evacuation order for Capitola Village/Riverview neighborhoods; and

WHEREAS, at the time of issuance of the Proclamation, the City Council was not in session.

NOW, THEREFORE, the City Council of the City of Capitola does resolve as follows:

1. A local emergency exists throughout the City; and

2. The Proclamation issued by the City Manager acting as the Director of Emergency Services on January 4, 2023 is hereby ratified; and
3. During the existence of said emergency, the powers, functions, and duties of the Director of Emergency Services and the emergency organization of the City of Capitola shall be those prescribed by State law, ordinances, and resolutions of the City and by the City of Capitola Emergency Plan; and
4. Pursuant to Capitola Municipal Code Section 8.08.090, all expenditures made in connection with this local emergency, including mutual aid activities, shall be deemed to be for the direct protection and benefit of the inhabitants and property of the City of Capitola; and
5. Said local emergency shall be deemed to continue to exist until it is terminated by the City Council.

PASSED AND ADOPTED by the City Council of the City of Capitola, California, this 6<sup>th</sup> day of January, 2023, by the following vote:

AYES: BROOKS, CLARKE, PEDERSEN, BROWN, KEISER  
NAYS: NONE  
ABSENT: NONE  
ABSTAIN: NONE

DocuSigned by:  
*Margaux Keiser*  
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Margaux Keiser, Mayor

ATTEST:

DocuSigned by:  
*Julia Moss*  
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Julia Moss, City Clerk

**PROCLAMATION OF EXISTENCE OF A LOCAL EMERGENCY  
BY THE DIRECTOR OF EMERGENCY SERVICES  
OF THE CITY OF CAPITOLA, STATE OF CALIFORNIA**

**WHEREAS**, the California Emergency Services Act (California Government Code sections 8639, 8550, et. seq.) defines a local emergency as the existence of conditions of disaster or of extreme peril to the safety of persons and property within the territorial limits of a city, caused by conditions such as an epidemic, which are or are likely to be beyond the control of the services, personnel, equipment, and facilities of a city, and require the combined forces of other political subdivisions to combat;

**WHEREAS**, Capitola Municipal Code Section 8.08.060 empowers the Director of Emergency Services for the City of Capitola to proclaim the existence of a local emergency when the City is affected or likely to be affected by the existence of disaster or extreme peril which is, or is likely to be, beyond the control of the services, personnel, equipment and facilities of this City, requiring the combined forces of other political subdivisions to control; and

**WHEREAS**, on December 30 and 31, 2022, Santa Cruz County, including the City of Capitola, experienced a major rain event (the “2022-23 Atmospheric River Winter Storm”); and

**WHEREAS**, as a result of the 2022-23 Atmospheric River Winter Storm, major flooding of Soquel Creek in Santa Cruz County caused damage to public and private property in the unincorporated County just upstream from Capitola; and

**WHEREAS**, various other roads and infrastructure in the City of Capitola has been damaged as a result of the 2022-23 Atmospheric River Winter Storm; and

**WHEREAS**, current estimates of the damage caused by the 2022-23 Atmospheric River Winter Storm exceed \$1.5 million, and the true extent of the damage caused by the 2022-23 Atmospheric River Winter Storm has yet to be ascertained; and

**WHEREAS**, soil conditions in the City of Capitola and County of Santa Cruz remain saturated as a result of the 2022-23 Atmospheric River Winter Storm, and an additional atmospheric storm event is expected on January 4 and 5, 2023, increasing the likelihood of further damage from earth slippage events, including the potential for flooding; and

**WHEREAS**, at the time of this Proclamation, the City Council is not in session.

**NOW, THEREFORE, IT IS PROCLAIMED AS FOLLOWS:**

1. Conditions caused by the 2022-23 Atmospheric River Winter Storm in the City of Capitola, including but not limited to flooding along Soquel Creek, as well as other currently undiscovered damage related to the 2022-23 Atmospheric River Winter Storm, constitute conditions of disaster and extreme peril to the safety of persons, their property and public services.

2. An emergency, as defined in Section 8.08.020 of the Capitola Municipal Code, Government Code Section 8558(c), and Public Contract Code Section 1102, now exists in the City of Capitola.

3. During the existence of said local emergency the powers, functions, and duties of the City Manager or designee shall be those prescribed by State law and the ordinances, resolutions, codes and approved plans of the City of Capitola in order to mitigate the effects of the local emergency.

4. Pursuant to Section 8.08.090 of the Capitola Municipal Code, all expenditures made in connection with this local emergency, including mutual aid activities, shall be deemed to be for the direct protection and benefit of the inhabitants and property of the City of Capitola.

5. The City Manager, or his designee, is hereby designated as the authorized Agent for the City of Capitola for the purposes of receipt, processing, and coordination of all inquiries and requirements necessary to obtain available County, State, and federal assistance.

6. Pursuant to Government Code section 8630, the local emergency shall be deemed to continue to exist for a period of up to seven (7) days, and thereafter by ratification and extension by the City Council until it is terminated by the City Council.

DATE: January 4, 2023

DocuSigned by:  
*Jamie Goldstein*  
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JAMIE GOLDSTEIN  
CITY MANAGER/ DIRECTOR OF  
EMERGENCY SERVICES

APPROVED AS TO FORM:

DocuSigned by:  
*Samantha W. Zutler*  
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SAMANTHA W. ZUTLER  
CITY ATTORNEY

Distribution: City Council  
Governor Gavin Newsom  
Santa Cruz County Sherriff-Coroner  
Santa Cruz County Office of Response, Recovery and Resilience  
Emergency Consolidated Communications Center  
Assemblymember Robert Rivas  
Senator John Laird  
Congressmember Zoe Lofgren  
Congressmember Jimmy Panetta  
California Office of Emergency Services



**RESOLUTION NO.**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA  
TERMINATING THE EXISTENCE OF A LOCAL EMERGENCY**

WHEREAS, the California Emergency Services Act (California Government Code sections 8630, 8550 et seq.) empowers the City of Capitola (“City”) City Council to authorize, by ordinance, a local official to proclaim the existence of a local emergency when the City Council is not in session; and

WHEREAS, a local emergency proclaimed by an official designated by ordinance shall not remain in effect for a period in excess of seven days unless it has been ratified by the governing body; and

WHEREAS, Capitola Municipal Code Sections 8.08.050 designates the City Manager as the Director of Emergency Services for the City, and Capitola Municipal Code Section 8.08.060 empowers the Director of Emergency Services to proclaim the existence of a local emergency when the City is affected or likely to be affected by the existence of disaster or extreme peril which is, or is likely to be, beyond the control of the services, personnel, equipment and facilities of this City, requiring the combined forces of other political subdivisions to control; and

WHEREAS, Capitola Municipal Code Section 8.08.020 defines an emergency as “the actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within this city caused by such conditions as air pollution, fire, flood, storm, epidemic, riot or earthquake, or other conditions...which conditions are or are likely to be beyond the control of the services, personnel, equipment and facilities for this city, requiring the combined forces of other political subdivisions to combat”; and

WHEREAS, commencing on December 30, 2022, the City experienced heavy rains causing flood related significant damage to public infrastructure and private property throughout the City; and

WHEREAS, on January 4, 2023, due to the conditions created by the weather, the Director of Emergency Services issued a Proclamation of Existence of Local Emergency (“Proclamation”); and

WHEREAS, on January 6, 2023, the City Council adopted and ratified said Proclamation of Existence of Local Emergency during a Special City Council Meeting; and

WHEREAS, Cal. Gov. Code Section 8630(d) requires that a governing body proclaim termination of the local emergency at the earliest possible date that conditions warrant; and

WHEREAS, flood conditions appear to have subsided in the City, thus warranting the termination of the local emergency.

NOW, THEREFORE, pursuant to California Government Code section 8630, the City Council of the City of Capitola does resolve as follows:

1. The local emergency ratified by the City Council on January 6, 2023, is hereby terminated.

PASSED AND ADOPTED by the City Council of the City of Capitola, California, this 23<sup>rd</sup> day of February, 2023, by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

---

Margaux Keiser, Mayor

ATTEST:

---

Julia Moss, City Clerk

Mark	Description	Date	Appr

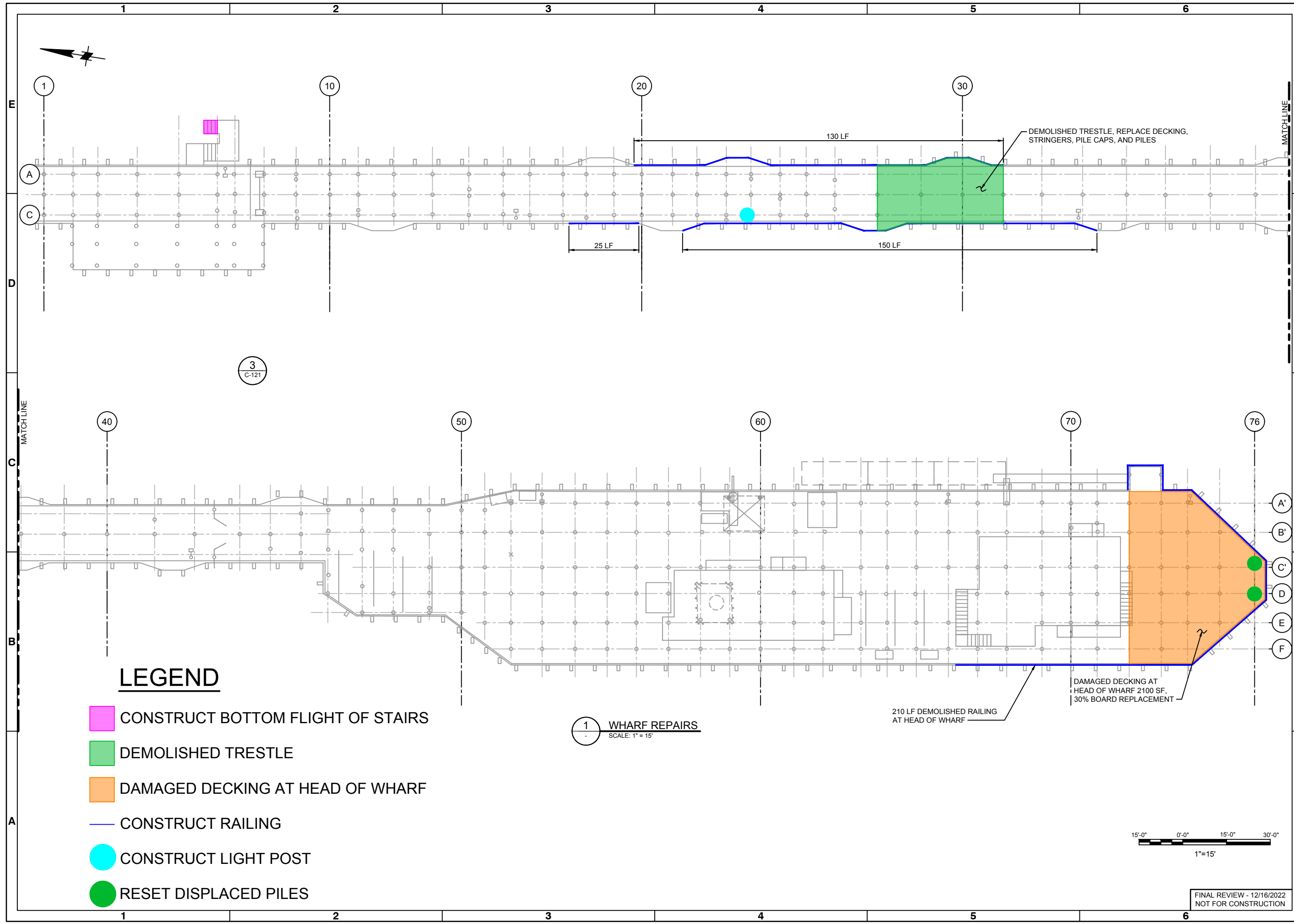
**CAPITOLA WHARF  
RESILIENCY AND PUBLIC ACCESS  
IMPROVEMENT PHASE 2**

**WHARF STORM DAMAGE  
EMERGENCY DRAWINGS**







**1 OF 3**

Designed by: JE	Drawn by: JE	Reviewed by: BP	Submitted by: BP
Date: 01/10/2023	MAN Project No.: 9164-01	Drawing code:	Drawing Scale: Per scale: 1" = 15' (0 SHEET)

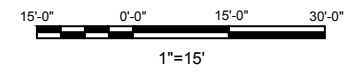
2185 N. CALIFORNIA BLVD.  
SUITE 500  
WALNUT CREEK, CA 94596

**LEGEND**

-  CONSTRUCT BOTTOM FLIGHT OF STAIRS
-  DEMOLISHED TRESTLE
-  DAMAGED DECKING AT HEAD OF WHARF
-  CONSTRUCT RAILING
-  CONSTRUCT LIGHT POST
-  RESET DISPLACED PILES

**1 WHARF REPAIRS**  
SCALE: 1" = 15'



FINAL REVIEW - 12/16/2022  
NOT FOR CONSTRUCTION

# Capitola City Council

## Agenda Report

**Meeting:** February 23, 2023

**From:** Public Works Department

**Subject:** Design Contract for the Community Center Renovation Project



**Recommended Action:** Authorize the City Manager to execute a Professional Services Agreement with Boone Low Ratliff Architects in an amount not to exceed \$149,713 for the design of the remodel of the Community Center in substantially similar form, as approved by the City Attorney, as the attached Agreement.

**Background:** On November 22, 2022, the City entered a Long-Term Use Agreement between the City of Capitola and Soquel Union Elementary School District for the Jade Street Park Property inclusive of the Capitola Community Center. The agreement requires the City to complete certain specific infrastructure improvements to the Community Center within four years. Staff estimates the cost for those improvements will likely total \$720,000. Additional “ancillary” improvements, such as replacement of flooring and partitions, specified as intended improvements to be made by the City are estimated at an additional \$725,000.

**Discussion:** Staff issued a request for proposals (RFP) for a project architect on November 28, 2022. The RFP was advertised on the City’s website, on industry sites, and through direct solicitation of experienced firms in order to solicit qualified consultants. Proposals were due on January 18, 2023, providing a seven-week response period. Four proposals were submitted.

A selection panel consisting of Capitola Public Works and Recreation staff evaluated and ranked all proposals using the evaluation criteria included in the RFP. Three firms (Boone Low Ratliff Architects, Goring & Straja Architects and Jayson Architecture) were interviewed by the review panel on January 30, 2023. Based upon their rankings and interviews, the panel recommends Boone Low Ratliff Architects. Boone Low Ratliff Architects is located in Santa Cruz, has led multiple successful remodel projects for public buildings, and has worked locally on projects in Santa Cruz County.

Following the selection process, staff began negotiations with Boone Low Ratliff Architects, based on their proposed scope of work. The scope (Attachment 1) includes stakeholder outreach and input, site analysis, preparation of conceptual alternatives, presentations to City Council, and development of initial construction documents. The negotiated fee of \$149,713 is incorporated into the Professional Services Agreement (Attachment 2).

Upon the award of contract, meetings with the Boone Low Ratliff Architects team will begin immediately to run much of the design efforts in coordination with the design of the Universally Accessible Park. Staff anticipates the Community Center will be fully designed by the end of 2023.

**Fiscal Impact:** The FY 2022-23 Capital Improvement Program Budget has allocated \$150,000 to this project; therefore, sufficient funds are available for approval of this Professional Services Agreement.

The proposed agreement is for Phase 1 of the Community Center design, which is inclusive of community outreach, alternative analysis, and 50% construction documents. Phase 2 will consist of completion of final plans, specifications, and estimates for construction, bidding support and construction administration. Additional costs for Phase 2 are estimated at \$95,000, dependent on final project construction scope.

Future budget allocations will be required to complete the design process and fully fund the construction project.

Attachments:

1. Scope of Work
2. Professional Services Agreement

Report Prepared By: Jessica Kahn, Public Works Director

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

Approved By: Jamie Goldstein, City Manager

## Scope of Work & Phase 1 & 2 Work Plan

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### SCOPE OF WORK:

1. Architectural design services to include:
  - a. Design for the remodel and accessibility upgrades of the Capitola Community Center.
  - b. Replacement and repairs to the (E) building envelope, including replacement of siding and built-up roof, and repairs to exterior rafters.
  - c. Remodel of the (E) kitchen facility to meet current user needs and be fully accessible
  - d. Remodel of the (E) bathroom facilities including providing a single user accessible stall.
  - e. Improvement of acoustic performance in meeting areas.
  - f. Accessibility upgrades to the parking, paths of travel and exterior areas that service the community center.
  - g. Design of exterior patio break-out spaces opening off the meeting areas with shelter & landscaping

### WORK PLAN PHASE 1:

#### **A1 & A2. Predesign & Programming Phase**

2. Meet with Stakeholder to confirm the scope of work, timeline and Stakeholder's objectives.
3. Provide a project workplan based on feedback from initial Stakeholder meeting including primary team members, dates & descriptions of tasks, phasing and milestones.
4. Use old drawings and measurements of as-built community center. Convert as-builts into current CAD platform.
5. Have an initial meeting with the City of Capitola Planning Department to review building history, development review requirements and zoning requirements.

#### **B. Conceptual Design Phase.**

1. Prepare three (3) conceptual plan sketches to illustrate the proposed design. Plans will include existing and proposed site plan, floor plans, floor areas, furniture and equipment.
2. Meet three times (3) with Stakeholders, City staff and community center users to review conceptual plan sketches and choose scheme.
3. At the end of this phase, Architect will provide a preliminary cost estimate and outline specifications of key building systems.

#### **C. Design Development Phase.**

1. Refine chosen scheme and prepare schematic design drawings showing site plan, floor plans, elevations, and sections to explain the design.
2. Meet with stakeholders and City staff to review plans to confirm that the proposed layouts meet their requirements.
3. Make any required changes to the drawings based on the comments received.

#### **D1. Construction Documents 50% Phase**

1. Meet with Stakeholders at 50% CD phase and make any required changes to the drawings based on feedback received.
2. Coordinate with a professional cost estimator after 50% CD Phase for cost estimate and one client meeting to review construction estimate.

**WORK PLAN PHASE 2:**

**D2. Construction Documents 100% Phase & Technical Specifications**

1. Meet with Stakeholders at 90% CD phase and make any required changes to the drawings based on feedback received.
2. Coordinate with a professional cost estimator after 90% CD Phase for cost estimate and one client meeting to review construction estimate.
3. Coordinate plan review process to procure building permit.
4. The construction drawings will include site plan, demolition plan, floorplan, reflected ceiling plan, door and finish schedules, interior elevations and details. Architect will also provide coordination of consultants.
5. A CSI specification will be provided.
6. Coordinate with a professional cost estimator to provide a final construction cost estimate.

**E. Project Bidding Phase**

4. Answer bid RFI questions and clarifications and prepare addendas/ revisions to incorporate into bid documents.
5. Attend pre-bid walkthrough

**F. Construction Administration**

6. Attend minimum of 4 site meetings & 1 final inspection during construction period of ± 8 months
7. Review and respond to RFI's, submittals, Change Orders, claims and issue Architectural Supplemental Instructions.
8. Architect is not responsible for Contractor's work schedule or methods of construction.

**CITY OF CAPITOLA  
PROFESSIONAL SERVICES AGREEMENT  
Community Center Renovation Project  
Boone Low Ratliff Architects, Inc.**

THIS AGREEMENT is entered into on February 23, 2023, by and between the City of Capitola, a Municipal Corporation, hereinafter called "City" and Boone Low Ratliff Architects, Inc., hereinafter called "Consultant".

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

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

**SECTION 1  
Scope of Services**

The services to be performed under this Agreement are for the Community Center Renovation Project and further detailed in Appendix One.

**SECTION 2  
Duties of Consultant**

In providing services under this Agreement, Consultant shall perform, consistent with but limited to, that degree of skill and care ordinarily used by other reputable members of Consultants profession, practicing in the same or similar locality and under similar circumstances. ("Standard of Care") Consultant makes no warranties, guarantees, express or implied, under this Agreement or otherwise in connection with consultants' services except that the services will be performed consistent with the standard of care stipulated herein."

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

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

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

**SECTION 3  
Duties of the City**

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

The Director may authorize a staff person to serve as his or her representative for conferring with Consultant relative to Consultant's services. City shall not control or direct the manner in which the services are to be performed. However, the work in progress hereunder shall be reviewed from time to time by



City at the discretion of City or upon the request of Consultant. If the work is satisfactory, it will be approved. If the work is not satisfactory, City will inform Consultant of the changes or revisions necessary to secure approval.

**SECTION 4  
Fees and Payment**

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

**SECTION 5  
Changes in Work**

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

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

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

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

Work shall begin on or about February 23, 2023.

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

**SECTION 7  
Termination**

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

**SECTION 8  
Insurance**

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

***Minimum Scope of Insurance***

Coverage shall be at least as broad as:

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

***Minimum Limits of Insurance***

Consultant shall maintain limits no less than:

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

***Other Insurance Provisions***

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

1. The City of Capitola, its officers, officials, employees and volunteers are to be covered as additional insured's as respects: liability arising out of work or operations performed by or on behalf of the Consultant or automobiles owned, leased, hired or borrowed by the Consultant.
2. For any claims related to this project, the Consultant's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.
3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled except after prior written notice has been given to the City.
4. If Consultant has no owned autos, Code 8 (hired) and Code 9 (non-owned) satisfies the requirement.

**Acceptability of Insurers**

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

**Waiver of Subrogation**

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

**Verification of Coverage**

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

**SECTION 9  
Indemnification**

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

For Design Professional Services under Civil Code §2782.8: To the fullest extent permitted by law, Consultant agrees to indemnify, defend, and hold harmless the City, its directors, officers, and employees

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

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

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

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

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

**SECTION 12**  
**Assignment**

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

**SECTION 13**  
**Amendments**

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

## SECTION 14 Miscellaneous Provisions

1. *Project Manager.* Director reserves the right to approve the project manager assigned by Consultant to said work. No change in assignment may occur without prior written approval of the City.

2. *Consultant Service.* Consultant is employed to render professional services only and any payments made to Consultant are compensation solely for such professional services.

3. *Licensure.* Consultant warrants thereby represents that he or she has an established trade, occupation, or business in the same nature of services Consultant is performing under this Agreement. Consultant warrants that he or she has complied with any and all applicable governmental licensing requirements.

4. *Other Agreements.* This Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the subject matter, and no other agreement, statement or promise related to the subject matter of this Agreement which is not contained in this Agreement shall be valid or binding.

5. *Ownership of Material.* Any reports and other material prepared by or on behalf of CONSULTANT under this Agreement (collectively, the "Documents") shall be and remain the property of CONSULTANT, and made available to the City upon request. All Documents not already provided to CITY shall be delivered to CITY on the date of termination of this Agreement for any reason. The Documents may be used by CITY and its agents, employees, representatives, and assigns, in whole or in part, or in modified form, for all purposes CITY may deem appropriate without further employment of or payment of any compensation to CONSULTANT. The Consultant shall be permitted to retain copies, including reproducible copies, of drawings and specifications for information and reference in connection with the City's use and/or occupancy of the project. The drawings, specifications, records, documents, and Consultant's other work product shall not be used by the Consultant on other projects, except by agreement in writing and with appropriate compensation to the City.

6. *Consultant's Records.* Consultant shall maintain accurate accounting records and other written documentation pertaining to the costs incurred for this project. Such records and documentation shall be kept available at Consultant's office during the period of this Agreement, and after the term of this Agreement for a period of three years from the date of the final City payment for Consultant's services.

7. *Independent Contractor.* In the performance of its work, it is expressly understood that Consultant, including Consultant's agents, servants, employees, and subcontractors, is an independent contractor solely responsible for its acts and omissions, and Consultant shall not be considered an employee of the City for any purpose. Consultant expressly warrants not to represent, at any time or in any manner, that Consultant is an employee of the City.

8. *Conflicts of Interest.* Consultant stipulates that corporately or individually, its firm, its employees and subcontractors have no financial interest in either the success or failure of any project which is, or may be, dependent on the results of the Consultant's work product prepared pursuant to this Agreement.

9. *Notices.* All notices herein provided to be given, or which may be given by either party to the other, shall be deemed to have been fully given and fully received when made in writing and deposited in the United States mail, certified and postage prepaid, and addressed to the respective parties as follows:



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

CONSULTANT  
Boone Low Ratliff Architects  
2837 Mission Street,  
Santa Cruz CA 95060  
831-423-1316

By: \_\_\_\_\_  
Benjamin Goldstein, City Manager

By: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

Approved as to Form:

\_\_\_\_\_  
Samantha W. Zutler, City Attorney

## APPENDIX ONE Scope of Services

### SCOPE OF WORK:

1. Architectural design services to include:
  - a. Design for the remodel and accessibility upgrades of the Capitola Community Center.
  - b. Replacement and repairs to the (E) building envelope, including replacement of siding and built-up roof, and repairs to exterior rafters.
  - c. Remodel of the (E) kitchen facility to meet current user needs and be fully accessible.
  - d. Remodel of the (E) bathroom facilities including providing a single user accessible stall.
  - e. Improvement of acoustic performance in meeting areas.
  - f. Accessibility upgrades to the parking, paths of travel and exterior areas that service the community center.
  - g. Design of exterior patio break-out spaces opening off the meeting areas with shelter & landscaping

### WORK PLAN PHASE 1:

#### **A1 & A2. Predesign & Programming Phase**

1. Meet with Stakeholder to confirm the scope of work, timeline and Stakeholder's objectives.
2. Provide a project workplan based on feedback from initial Stakeholder meeting including primary team members, dates & descriptions of tasks, phasing and milestones.
3. Use old drawings and measurements of as-built community center. Convert as-builts into current CAD platform.
4. Have an initial meeting with the City of Capitola Planning Department to review building history, development review requirements and zoning requirements.

#### **B. Conceptual Design Phase.**

1. Prepare three (3) conceptual plan sketches to illustrate the proposed design. Plans will include existing and proposed site plan, floor plans, floor areas, furniture and equipment.
2. Meet three times (3) with Stakeholders, City staff and community center users to review conceptual plan sketches and choose scheme.
3. At the end of this phase, Architect will provide a preliminary cost estimate and outline specifications of key building systems.

#### **C. Design Development Phase.**

4. Refine chosen scheme and prepare schematic design drawings showing site plan, floor plans, elevations, and sections to explain the design.
5. Meet with stakeholders and City staff to review plans to confirm that the proposed layouts meet their requirements.
6. Make any required changes to the drawings based on the comments received.

#### **D1. Construction Documents 50% Phase**

1. Meet with Stakeholders at 50% CD phase and make any required changes to the drawings based on feedback received.
2. Coordinate with a professional cost estimator after 50% CD Phase for cost estimate and one client meeting to review construction estimate.



## Scope of Expenses

### PROPOSED DESIGN COSTS

	ARCH.	STRUCT.	MECH.	ELEC.	ESTIMATOR	ACOUSTIC	LANDSCAPE	TOTAL
A1. PRE-DESIGN	\$ 2,500.00	\$ 4,900.00	\$ -	\$ 1,145.20	\$ -	\$ -	\$ -	\$ 8,545.20
A2. PROGRAMMING PHASE	\$ 4,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000.00
B. CONCEPTUAL DESIGN PHASE	\$ 7,500.00	\$ -	\$ 5,235.00	\$ 2,290.35	\$ 3,715.00	\$ 2,500.00	\$ 20,500.00	\$ 41,740.35
C. DESIGN DEVELOPMENT PHASE	\$ 20,250.00	\$ -	\$ 5,711.00	\$ 5,702.90	\$ -	\$ 2,500.00	\$ -	\$ 34,163.90
D1. CONSTRUCTION DOCUMENTS 50%	\$ 24,975.00	\$ 3,000.00	\$ 14,575.00	\$ 4,008.08	\$ 4,705.00	\$ 10,000.00	\$ -	\$ 61,263.08
<b>SUBTOTAL PHASE 1</b>	<b>\$ 59,225.00</b>	<b>\$ 7,900.00</b>	<b>\$ 25,521.00</b>	<b>\$ 13,146.53</b>	<b>\$ 8,420.00</b>	<b>\$ 15,000.00</b>	<b>\$ 20,500.00</b>	<b>\$ 149,712.53</b>

#### NOTES:

1. Structural fees include evaluation of building's structure (without destructive testing) but does not include changes to building to repair damages determined by structural evaluation.
2. The landscaping fee includes work up to and including Conceptual Design Phase only.

#### EXCLUSIONS:

The following items are excluded from the scope of work:

- a. Permit and application fees if required (to be responsibility of City of Capitola)
- b. Lead, asbestos and/ or other hazardous material abatement, if required
- c. Prevailing wage documents & monitoring, if required (to be responsibility of City of Capitola)
- d. State or County licensing review & permitting costs
- e. Construction administration meetings beyond 10
- f. Any additional work not listed in the scope of services will be charged at Architect's standard hourly rates

## **APPENDIX TWO Fees and Payments**

For the services performed, City will pay consultant on a not-to-exceed, lump sum basis upon satisfactory completion of the services and delivery of work products. Payments will be issued monthly as charges accrue.

Consultant hereby represents and warrants, based upon Consultant's independent determination of the time and labor, which will be required to perform said services, that Consultant will provide all said services at a cost which will not exceed the maximum price set forth in this agreement for Consultant's services. Consultant hereby assumes the risk that Consultant will perform said services within this maximum price constraint and Consultant acknowledges that its inability to do so shall not excuse completion of the services and shall not provide a basis for additional compensation.

Expenses may include travel, meals and lodging while traveling, materials other than normal office supplies, reproduction and printing costs, equipment rental, computer services, service of subconsultants or subcontractors, and other identifiable job expenses. The use of Consultant's vehicles for travel shall be paid at the current Internal Revenue Service published mileage rate.

In no event shall the total fee charged for the scope of work set forth in Appendix One exceed the total budget of \$ 149,713 (One Hundred Forty-Nine Thousand Seven Hundred Thirteen Dollars and Zero Cents), without specific, written advance authorization from the City.

Payments shall be made monthly by the City, based on itemized invoices from the Consultant which list a brief description of the services performed, the date the services were performed, the hours spent and by whom, and a brief description of the actual costs and expenses incurred. Except as specifically authorized by City, Consultant shall not bill City for duplicate services performed by more than one person. Such payments shall be for the invoice amount. The monthly statements shall contain the following affidavit signed by a principal of the Consultant's firm:

"I hereby certify as principal of the firm of Verde Design, Inc, that the charge of \$ 149,713 as summarized above and shown in detail on the attachments is fair and reasonable, is in accordance with the terms of the Agreement dated February 9, 2023 and has not been previously paid."

# Capitola City Council

## Agenda Report



**Meeting:** February 23, 2023

**From:** Public Works Department

**Subject:** Environmentally Sensitive Habitat Area Riparian Vegetation Planting Reimbursement Program

**Recommended Action:** Approve a reimbursement program to award one-time grants in an amount not-to-exceed \$300 per eligible applicant to plant and maintain native riparian vegetation on areas immediately adjacent to Soquel Creek and Noble Gulch, and find the project is exempt from CEQA under CEQA Guidelines Section 15333, small habitat restoration projects.

**Discussion:** In an effort to incentivize and promote sustainable development, water conservation, and storm water pollution prevention, the Commission on the Environment has developed and recommended the attached Environmentally Sensitive Habitat Area (ESHA) Riparian Vegetation Planting Reimbursement Program (Program) for approval by City Council.

In summary, the Program offers a reimbursement of up to \$300 per parcel immediately adjacent to Soquel Creek and Noble Gulch to plant native riparian vegetation on areas. The program requires pre-approval to verify applicant eligibility for reimbursement. The applicant is responsible for all project costs above the approved reimbursement amount. Project plants must be from the approved native plantings list included in the application. All rebate funds are to be reimbursements to the approved applicant and will be dispersed after the submission of required documentation. Public Works staff will review applications and award reimbursement funds.

Staff proposes the Program be funded by Green Building Funds for FY22-23. Per Capitola Municipal Code Section 15.18.080, Green Building Funds may be used for incentive programs, materials, and supplies to promote sustainable development, water conservation, and storm water pollution prevention. Staff will assess the program effectiveness evaluate the continuation of the program for FY23-24.

The program was drafted over several months and on February 1, 2023 the Commission unanimously recommend the City Council establish the Program and fund the program and promotional material with Green Building Funds.

**Fiscal Impact:** The Program will result in a maximum expense of \$40,000 from the Green Building Fund. Each of the 125 eligible parcels may apply for a maximum \$300 reimbursement. The actual expense amount will depend on Program participation.

**Environmental Determination:** Approval of this reimbursement program is not a project under Section 15060(c)(2) of the California Environmental Quality Act ("CEQA") Guidelines because approving a grant program is an administrative activity that will not result in a direct or reasonably foreseeable indirect physical change in the environment. Alternatively, the planting of trees and maintenance of native vegetation constitutes a small restoration of habitat and is thus exempt from CEQA pursuant to CEQA Guidelines 15333.

**Attachments:**

1. Environmentally Sensitive Habitat Area (ESHA) Riparian Vegetation Planting Reimbursement Program

**Report Prepared By:** Jessica Kahn, Public Works Director

**Reviewed By:** Julia Moss, City Clerk;

**Approved By:** Jamie Goldstein, City Manager



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## FY 22-23 Environmentally Sensitive Habitat Area (ESHA) Riparian Vegetation Planting Reimbursement Program

### Rebate Program Information

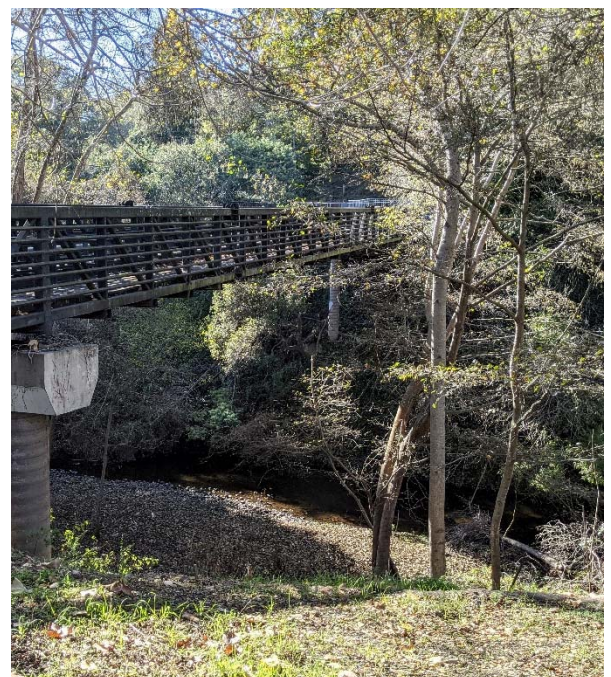
The City of Capitola (City) offers a reimbursement of up to \$300 per parcel to plant and maintain native riparian vegetation on areas immediately adjacent to Soquel Creek and Noble Gulch. The landowner is responsible for all project costs above the approved reimbursement amount. Please read the eligibility criteria, terms and conditions, and project requirements below and follow the instructions carefully. Work with City staff during the development of your project to ensure that you meet all incentive requirements.

### Table of Contents:

Why Restore Riparian Vegetation	1
Eligibility Criteria	2
Planting Recommendations	4
Checklist	5
Rebate Request	6
Terms and Conditions	7
Appendix A: Plant List	8

### Why Restore Riparian Vegetation?

Riparian areas are vegetated areas found between aquatic and terrestrial habitats. The vegetation along streams, wetlands, and lakes can all be considered riparian vegetation. Often the plant species found here are adapted to living in this zone of fluctuating water availability. Healthy riparian zones provide a variety of benefits for water quality, wildlife (both aquatic and terrestrial), and people. These areas are distinguished as “buffers” because of the role they play in filtering



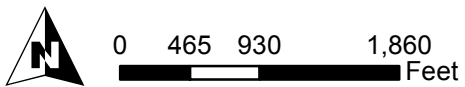
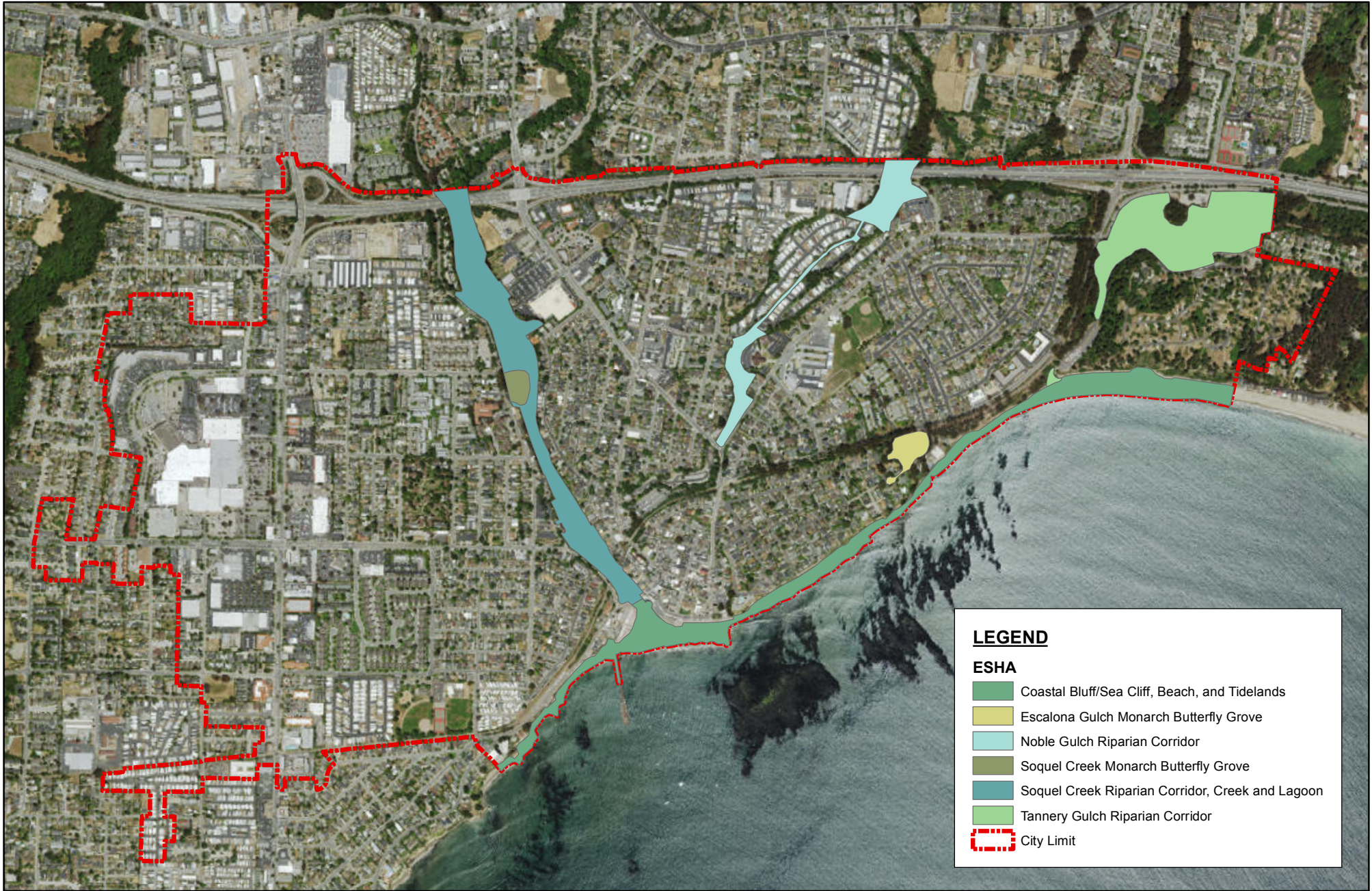
pollutants and absorbing flood water, as well as providing food and shelter for wildlife. More specifically, riparian zones:

- Stabilize streambanks with plant roots
- Provide corridors for migrating wildlife
- Help maintain water tables
- Play a role in terrestrial and aquatic food webs
- Provide shade to maintain water temperatures for aquatic organisms
- Improve water quality by trapping sediment which can be harmful to aquatic animals
- Slow flood waters, thereby protecting waterfront properties

By planting native trees and shrubs in the riparian zone on your property, you are providing numerous benefits to the landscape around your property. Native species improve habitat for birds, mammals, fish and other aquatic animals, and protect the water quality of our beautiful streams.

#### **Eligibility Criteria**

- Project must be located on parcels in or immediately adjacent to ESHA adjacent to Soquel Creek and Noble Gulch.
- Applicant owns the land or has authorization to implement the project.
- Project plants must be listed in Appendix A of the attached application.



Source: ESRI, 2017; Kimley-Horn, 2017.

## **Planting Recommendations**

### **Plant Selection**

The City requires that riparian areas be planted with native vegetation. See Appendix A for a list of native plants based on ecosystem site and function.

### **Planting Densities**

We recommend planting new vegetation such that, combined with existing native vegetation, the area has a plant every 64 ft<sup>2</sup>, or 8ft. spacing between plants. Smaller trees and shrubs may be planted closer together depending on species. See Appendix B for more information on specific plant species. For example, a 1,000 ft<sup>2</sup> riparian area would have approx. 16 plants. Use a mixture of shrubs and trees.

### **Planting Timing and Site Preparation**

A layer of mulch or straw over the planting site can also reduce the risk of erosion and suppresses weeds. Each planting location should have a 2' to 3' radius clear of grass and/or competing vegetation. Fall planting is favorable for sites above the seasonal highwater mark. Spring planting is favorable for sites at risk for inundation and erosion during winter storms.

### **Irrigation Instructions**

Hand water by buckets or hoses for smaller plantings. Use drip or micro-spray systems for larger plantings. Water deep and infrequently to promote deep root growth. In the first 2 or 3 years, water 1 to 3 times per week. Consult plant specific information on how much water each species needs per irrigation cycle and how long to provide supplemental water.

## **Checklist**

### ***Part 1 – Pre-application project assessment and design***

- Obtain a signature authorization from the property owner and evidence of eligibility (Utility bill or driver's license with the property's address)
- Read the entire application, planting recommendations, terms and conditions
- Determine the plants to be planted and how to protect and water them
- Sign and submit this application to the City of Capitola.

### ***Part 2 – Implementation (Can be completed by the landowner or a qualified contractor)***

- Obtain any permits/ landscape plans necessary to complete the project.
- Save all receipts to submit to the City of Capitola. Copies are acceptable, ensure that receipts indicate plantings purchased are included in Appendix A

### ***Part 3 – Post-Installation inspection and submission for rebate***

- Provide City staff with all invoices and receipts to confirm the purchase of approve plants and total cost
- Submit photo of completed plantings (encouraged but not required)



**Rebate Request**  
**Environmentally Sensitive Habitat Area (ESHA)**  
**Riparian Vegetation Planting Reimbursement Program**

**Contact Information**

Applicant Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Project location (check one):  Noble Gulch  Soquel Creek

Signatures above indicate that the Applicant has reviewed eligibility criteria, terms and conditions, and project requirements below. The Applicant also indicates that they indemnify and hold harmless the City, its officers, directors, agents and employees, against any and all losses, claims (including third-party claims), damages and expenses, including reasonable and necessary attorney's fees, to the extent any such losses, claims, damages and expenses are due to the acts or omissions of the Applicant, its officers, directors, agents and employees.

**Authorizing Signatures**

\_\_\_\_\_  
Applicant Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date

\_\_\_\_\_  
Landowner Signature (if different than Applicant) \_\_\_\_\_ Print Name \_\_\_\_\_ Date

\_\_\_\_\_  
City Representative Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date

**Completion Report and Rebate Request**

Total number of plants purchased: \_\_\_\_\_ Payment Issued: \_\_\_\_\_

Rebate total: \$ \_\_\_\_\_ Issued By: \_\_\_\_\_

Signatures below indicate that the Applicant has completed installation of the project as outlined in this application according to the below terms, conditions, and project requirements. The City agrees to release an incentive for the above total within 30 days of the signing of this agreement.

Applicant Signature	Print Name	Date
---------------------	------------	------

Landowner Signature (if different than Applicant)	Print Name	Date
---	------------	------

City Representative Signature	Print Name	Date
-------------------------------	------------	------

**Terms & Conditions**

- City of Capitola offers a rebate of up to \$300 per eligible parcel for plant purchases on the approved plant list.
- All rebate funds are reimbursements to the approved applicant and will be paid out after the submission of required documentation.
- The amount of the rebate will not exceed the total project cost. The applicant will provide receipts and invoices for the project to demonstrate that the rebate amount does not exceed the total cost of the project. The applicant cannot include receipts dated before the application date in the total cost of the project.
- Projects must comply with any federal, state, local, or other ordinances that may apply
- No rebate reimbursements will be disbursed prior to submission of required documentation as determined by City staff.
- The City does not endorse any particular manufacturer, contractor or product in promoting this program. City does not warranty any materials or services used during the implementation of this project.
- The City offers this FY22-23 rebate program on a first come first served basis, contingent upon available funds. The approved City annual budget and City staff determine the availability of funding.

## **Appendix A: Plant Lists**

### **Riparian Native Planting List**

George McMenammin, Environmental Consultant

#### **Discussion**

This is not a complete list of native plant species indigenous to the Soquel Creek watershed.

The plants found on this native plant list are indigenous to many of the general riparian habitats found along Soquel Creek. However, some of these species are found only in specific environmental conditions related to levels of sunlight, moisture and soil type. It is recommended that plants selected fit your specific conditions.

Most will require some level of maintenance such as summer water and possibly weeding for 2-4 years to get established. After that time, most will survive and flourish with minimal to no maintenance or watering required. If they are planted in the appropriate locations many of the herbaceous plants and woody shrubs will form sustainable patches and provide habitat and aesthetic value for decades, if not into perpetuity.

**Large/Medium Trees** (some of these may be too large for a given location) - Flat areas to gentle slope

- Big-leaf maple (*Acer macrophyllum*)
- Black cottonwood (*Populus trichocarpa*) - Keep away from structures, loses branches when large
- Box elder (*Acer negundo*)
- California buckeye (*Aesculus californica*)
- Coast live oak (*Quercus agrifolia*)
- Coastal redwood (*Sequoia sempervirens*)
- Red alder (*Alnus rubra*)
- White alder (*Alnus rhombifolia*)

**Small trees** (prefer to be closer to water)- may be appropriate on the low to mid bank of a creek

- Dogwood (*Cornus sericea* subsp. *occidentalis*)
- Willow (*Salix* sp.)

**Shrubs** (prefer mixed sun and shade)

- Hazelnut (*Corylus cornuta* subsp. *Californica*)
- Snowberry (*Symphoricarpos albus* var. *laevigatus*)
- Pink-flowering currant (*Ribes sanguineum* var. *glutinosum*)

- Canyon gooseberry (*Ribes menziesii*)
- Wood Rose (*Rosa gymnocarpa*)
- California Rose (*Rosa californica*)

**Shrubs** (prefer moderate sun to full sun and are evergreen)

- Toyon (*Heteromeles arbutifolia*)
- Coffeeberry (*Frangula californica*)
- Blue blossom (*Ceanothus thyrsiflorus*) – pioneer species

**Ferns** - Most of the ferns cannot tolerate full summer sun for extended periods of the day

- Coastal wood fern (*Dryopteris arguta*) – top of the bank to the top of the bank and on flat land
- Giant chain fern (*Woodwardia fimbriata*) – middle to upper bank, can be partially submerged for brief periods.
- Lady fern (*Athyrium filix-femina*) – low to middle of the bank, can be partially submerged for brief periods.
- Western sword fern (*Polystichum munitum*) – can tolerate more sun than most ferns, mid to the top of the bank and on flat land.

**Ground cover and ground dwelling native species**

- Redwood sorrel (*Oxalis oregana*) -under the redwoods in mostly shade to full shade only
- Sticky monkey flower (*Diplacus aurantiacus*) – upper bank and level ground, tolerates full sun and rocky soil
- Wood strawberry (*Fragaria vesca*)
- Yerba buena (*Clinopodium douglasii*) – partial sun to mostly shade
- There are ground dwelling native cultivars of *Ceanothus* and *Baccharis* that could serve as ground cover

**Herbaceous native plant species and bulbed native species**

- Douglas's iris (*Iris douglasiana*)
- Fernald's iris (*Iris fernaldii*)
- Western coltsfoot (*Petasites frigidus* var. *palmatus*)- flat areas close to water
- California hedge nettle (*Stachys bullata*)
- Two-eyed violet (*Viola ocellata*)
- Small-flowered alum root (*Heuchera micrantha*) – mostly shade to some sun, avoid full summer sun

- Fringe cups (*Tellima grandiflora*) - mostly shade to some sun, avoid full summer sun
- *Artemisia douglasiana*- wild areas only, spreads aggressively
- Beeplant - wild areas only, spreads aggressively

**Rushes and Sedges** – require some supplemental water if planted in full sunlight, unless placed close to a water source

- Spreading rush (*Juncus patens*) – anywhere, but full shade
- Bog rush (*Juncus hesperius*) – prefers mostly sun to full sun
- Foothill sedge (*Carex tumulicola*) – top of bank, flat areas, can grow in full sun to mostly shade

# Capitola City Council

## Agenda Report

**Meeting:** February 23, 2023

**From:** City Manager Department

**Subject:** City Council Appointments to City Advisory Bodies



**Recommended Action:** 1) Review City Council representatives to the Santa Cruz County Children's Network Cabinet and appoint an alternate representative to Santa Cruz County METRO Board of Directors; and 2) Appoint members of the public to the City of Capitola Arts and Cultural Commission and Financial Advisory Committee.

**Background:** City Council Members sit on several County and Multi-Jurisdiction boards, of which certain appointments need to be reviewed and updated. Table 1 lists the current County and Regional Board appointments, expiration dates, and next meeting dates. The Santa Cruz County Children's Network and METRO appointments need to be reviewed and updated.

In addition, members of the public are appointed to the City's advisory bodies for terms, some of which expired in December 2022 and will require that the Council make reappointments or new appointments for the next term. Table 2 lists the advisory bodies with current vacancies.

**Discussion:** Staff recommends appointments to the following County and Multi-Jurisdiction groups:

Table 1: County and Regional Boards			
Board/Commission	Current Council Representative	Expiration Date	Next Meeting Date
SCC Children's Network Cabinet	Brooks (Alt – Vacant)	N/A	5/4/2023 at 3:30 PM
SCC METRO	Brown (Alt. – Bertrand)	Dec. 2024	2/24/2023 at 9 AM

The following City advisory bodies currently have vacancies. Staff suggests making appointments to the following advisory bodies:

Table 2: Vacancies on City Advisory Bodies		
Commission/Committee/Board	Term (Years)	Vacancies
Arts & Cultural Commission	2	1 Regular Vacancy
Finance Advisory Committee	2	1-2 Regular Vacancies – Business Rep(s). FAC bylaws call for 1 or 2 business representatives. Currently there are no Business representatives appointed to FAC

*Unscheduled Vacancies: vacancies occurred due to resignation, termination, etc. Regular Vacancies: terms expiring and available for appointment/reappointment.*

Applications for membership on advisory bodies are accepted year-round and are valid for one year. Members who are currently serving on advisory bodies were notified of their term expiration and asked to notify staff if seeking reappointment.

As a part of the advisory body appointment process, staff published a regular vacancy notice on the City website and through social media, and an unscheduled vacancy notice in the Santa Cruz Sentinel. Attachment 1 outlines the current composition of each group, applicants seeking reappointment, new applicants, and the next meeting date for all groups with current vacancies. Attachment 2 includes the applications for appointment received on or before the printing of this agenda packet.

Fiscal Impact: None.

Attachments:

1. Advisory Body Composition
2. Advisory Group Applications and Requests for Reappointment

Report Prepared By: Julia Moss, City Clerk

Approved By: Jamie Goldstein, City Manager



<b>Key</b>
Applicants Seeking Reappointment
Applicants Leaving Office (Not Reapplying)
New Applicants
City Council Representatives

<b>Arts &amp; Cultural Commission</b>			
<p><i>The Arts and Cultural Commission is composed of 5 “at large” members, 1 artist, and 1 art professional. These members each serve a two-year term. The Commission also has one representative from the Planning Commission and one representative from the City Council.</i></p>			
Commissioner Name	Appointed Date	Term Expiration	
Council Member Clarke	12/8/2022	Dec. 2023	
Courtney Christiansen – Planning Commission Representative	12/8/2022	12/31/2024	
Mary Beth Cahalen (At Large)	1/27/2022	12/31/2023	
Laurie Hill (At Large)	1/27/2022	12/31/2023	
James Wallace (At Large)	1/27/2022	12/31/2023	
Kelly Mozumder (Artist)	1/12/2023	12/31/2024	
Roy Johnson (Art Professional)	1/12/2023	12/31/2024	
Peter Wilk (At Large)	1/12/2023	12/31/2024	
Laura Orantes (At Large)	N/A	N/A	New Applicant

<b>Finance Advisory Committee</b>			
<p><i>The Finance Advisory Committee is composed of 3 members appointed by the City Council and two business representatives who are nominated by the Capitola Chamber of Commerce and appointed by the City Council. These members each serve a two-year term. The Commission also has two representatives from the City Council.</i></p>			
Commissioner Name	Appointed Date	Term Expiration	
Council Member Pedersen	12/8/2022	Dec. 2023	
Vice Mayor Brown	12/8/2022	Dec. 2023	
Laura Alioto (Clarke)	1/12/2023	12/31/2024	
Anthony Rovai (Keiser)	1/12/2023	12/31/2024	





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Michelle Coffman (Brooks)	1/12/2023	12/31/2024	
Alexander Pedersen (Business Rep.)	1/27/2022	12/31/2022	
Alexandra Dale (Business Rep.)	1/27/2022	12/31/2022	
Diana Varcados (At Large)	N/A	N/A	New Applicant
Enrique Dolmo (At Large)	N/A	N/A	New Applicant
Dana Massopust (At Large)	N/A	N/A	New Applicant
Peter Wilk (At Large)	N/A	N/A	New Applicant
Michael Lavigne (Business Rep.)	N/A	N/A	New Applicant



# CITY of CAPITOLA BOARDS AND COMMISSIONS APPLICATION

Application for:

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

Name: Orantes Laura  
*Last First*

Residential Neighborhood: Capitola Village

Occupation: Public Health, Administrative Aide / County of Santa Cruz

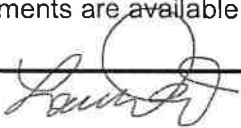
Describe your qualifications and interest in serving on this Board/Commission/Committee: \_\_\_\_\_

Please see attached  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Use additional paper, if necessary)

**Please Note:** Appointment to this position may require you to file a conflict of interest disclosure statement with the City Clerk. This information is a public record and these statements are available to the public on request.

2/3/23  
Date

  
Signature of Applicant

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

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

**420 Capitola Avenue, Capitola, CA 95010**

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

For the past five years I've happily lived in Capitola Village and been able to enjoy the myriad of events and activities that arrive outside my door, attracting the attention and participation of community members and visitors from all walks of life. When the pandemic coincided with the birth of my son I began to experience the community in a different way. As a mother, I became more concerned for the speed of traffic down our quiet street. I've pulled beer cans and rubbish from my small garden during busy weekends and events, but also delighted in activities that are family friendly and culturally inclusive. One of our favorite family activities is strolling our son to hear ukuleles on Sunday mornings.

The recent storms were a testament to what this community can endure and our ability to respond collectively. In addition to the stress of needing to evacuate and the impact of seeing our little beach town decimated, the literal "cherry on top" was walking from Cherry Ave. to the village and waiting as a family for President Biden's Motorcade to pass. It reminded me how special this place I call home is and how much I hope to preserve and contribute to its unique character.

I hope as a member of the Art & Cultural Commission I can bring an informed perspective to the conversation as well as a love and appreciation for arts and culture. In addition to being a native Californian, I've lived and traveled through out the world, including time spent as part of an artist collective in Berlin, Germany. I hope to bring a broad range of ideas and experience that reflect my love of art, music and culture, and contribute to my community by serving on the City of Capitola Art & Cultural Commission.



# CITY of CAPITOLA BOARDS AND COMMISSIONS APPLICATION

Application for:

- Art & Cultural Commission
  - Artist
  - Arts Professional
  - At Large
- Finance Advisory Committee
  - Business Representative
  - At Large
- Commission on the Environment
- Historical Museum Board
- Planning Commission
- Check if applying as youth member for any board
- Other Committee \_\_\_\_\_

Name:                             Lavigne  Michael    
*Last**First*

Residential Neighborhood: Capitola Beach Villas/1066 41st Avenue

Occupation: Real Estate Broker/Owner

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

Resident of Capitola, long-time local business  
owner in Capitola Village, former Board  
Member of Capitola BIA, current volunteer with  
BIA events. UC Davis graduate with BA,  
emphasis in Public Administration and  
Managerial Economics (Use additional paper, if necessary)

**Please Note:** Appointment to this position may require you to file a conflict of interest disclosure statement with the City Clerk. This information is a public record and these statements are available to the public on request.

January 17, 2023  
Date

Michael Lavigne  
Signature of Applicant

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