

City of Capitola

City Council Meeting Agenda

Thursday, March 10, 2022 – 7:00 PM



City Council Chambers
420 Capitola Avenue, Capitola, CA 95010

Mayor: Sam Storey

Vice Mayor: Margaux Keiser

Council Members: Jacques Bertrand, Yvette Brooks, Kristen Petersen

Regular Meeting of the Capitola City Council – 7 PM

All correspondences received prior to 5:00 p.m. on the Wednesday preceding a Council Meeting will be distributed to Councilmembers to review prior to the meeting. Information submitted after 5 p.m. on that Wednesday may not have time to reach Councilmembers, nor be read by them prior to consideration of an item.

1. Roll Call and Pledge of Allegiance

Council Members Kristen Petersen, Jacques Bertrand, Margaux Keiser, Mayor Sam Storey, and Yvette Brooks

2. Additions and Deletions to the Agenda

3. Presentations

Presentations are limited to eight minutes.

A. Proclaim March 2022 Red Cross Month

B. Proclaim March 15, 2022, Equal Pay Day

4. Additional Materials

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

5. 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.*

6. Staff / City Council Comments

Comments are limited to three minutes.

7. 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 February 27, 2022, City Council meeting minutes

Recommended Action: Approve minutes.

B. Approval of City Check Registers Dated February 4, February 10, and February 18.

Recommended Action: Approve check registers.

C. Receive Update on Pandemic Response and Consider Adopting Proposed 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.

8. 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. Appoint Representative to the Commission on the Environment to fill mid-term Vacancy
Recommended Action: Appoint representatives.

B. Consider Request to “Fly Thin-Blue Line” Flag during National Police Week in Accordance with Policy V-18: Outdoor Display of Governmental and Non-Governmental Flags on City Property

Recommended Action: Deny request.

C. Receive Work Plan for Review of Parking Meter and Permit Parking Program Rates

Recommended Action: Receive a report regarding a work plan for the review and analysis of the parking meter rates and permit parking fees in the Village and surrounding neighborhoods and establish composition of ad-hoc committee.

9. Adjournment

Notice of Remote Access

In accordance California Senate Bill 361, the City Council meeting is not physically open to the public and in person attendance cannot be accommodated.

To watch:

- Online <http://cityofcapitola.org/meetings>
- Spectrum Cable Television channel 8

- Youtube Channel

Join Zoom by Computer or Phone:

- Click this meeting link:

<https://us02web.zoom.us/j/81492483812?pwd=bnJjN25aYkRhRHIUajAzM3o1cnpDQT09>

- Or call one of these phone numbers:

- 1 (669) 900 6833

- 1 (408) 638 0968

- 1 (346) 248 7799

- Meeting ID: **814 9248 3812**

- Meeting Passcode: 426714

To submit public comment:

When submitting public comment, one comment (via phone or email, not both), per person, per item is allowed. If you send more than one email about the same item, the last received will be read.

- Zoom Meeting (Via Computer or Phone) Link:

If using computer: Use participant option to “raise hand” during the public comment period for the item you wish to speak on. Once unmuted, you will have up to 3 minutes to speak

If called in over the phone: Press *9 on your phone to “raise your hand” when the mayor calls for public comment. Once unmuted, you will have up to 3 minutes to speak

- Send Email: During the meeting, send comments via email to publiccomment@ci.capitola.ca.us

- Emailed comments on items will be accepted after the start of the meeting until the Mayor announces that public comment for that item is closed.

- Emailed comments should be a maximum of 450 words, which corresponds to approximately 3 minutes of speaking time.

- Each emailed comment will be read aloud for up to three minutes and/or displayed on a screen.

- Emails received by publiccomment@ci.capitola.ca.us outside of the comment period outlined above will not be included in the record.

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

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

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

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

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

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

City of Capitola

Mayor's Proclamation

Proclaiming March 2022 Red Cross Month

***WHEREAS**, in 1881 Clara Barton found the American Red Cross, turning her steadfast dedication for helping others into a bold mission of preventing and alleviating people's suffering; and*

***WHEREAS**, Today, more than 140 years later, we honor the kindness and generosity of Red Cross volunteers here in Capitola, who continue to carry out Clara's lifesaving legacy. They join the millions of people across the United States who volunteer, give blood, donate financially, or learn vital life-preserving skills through the Red Cross; and*

***WHEREAS**, The contributions of 189 local Santa Cruz County Red Cross volunteers give hope to the most vulnerable in their darkest hours; and*

***WHEREAS**, Last year in Santa Cruz County, volunteers helped 33 households affected by 24 home fires by addressing their urgent needs like food and lodging, as well as providing recovery support. In addition, they collected over 3900 blood donations, provided first aid and CPR training to over 2400 residents, helped the families of over 500 students prepare for disasters through our Pillowcase Project, and assisted over 40 families of our armed forces; and*

***WHEREAS**, This work to prevent and alleviate human suffering is vital to strengthening our community's resilience. We dedicate this month of March to all those who continue to advance the noble legacy of American Red Cross founder Clara Barton, who lived by her words, "You must never think of anything except the need, and how to meet it." We ask others to join in this commitment to give back in our community.; and*

NOW, THEREFORE, I, Sam Storey, Mayor of the City of Capitola, do hereby proclaim March 2022, to be "Red Cross Month" in the City of Capitola and urge the citizens of City of Capitola to reach out and support its humanitarian mission.

Sam Storey, Mayor

Signed and sealed this 10th day of March, 2022

City of Capitola

Mayor's Proclamation

Proclaiming March 15, 2022 Equal Pay Day

WHEREAS, 59 years after the passage of the Equal Pay Act, women, especially minority women, continue to suffer the consequences of unequal pay; and

WHEREAS, according to the U.S. Census Bureau, women working full time, year-round in 2022 in the United States typically earned 83 percent of what men earned, indicating insufficient progress in pay equity; and

WHEREAS, according to Graduating to a Pay Gap, a research report by the American Association of University Women (AAUW), the gender pay gap is evident one year after college graduation, even after controlling for factors known to affect earnings, such as occupation, hours worked, and college major; and

WHEREAS, nearly four in 10 mothers are primary breadwinners in their households, and nearly two-thirds are primary or significant earners, making pay equity critical to families' economic security; and

WHEREAS, a lifetime of lower pay means women have less income to save for retirement and less income counted in a Social Security or pension benefit formula; and

WHEREAS, in 2009, the Lilly Ledbetter Fair Pay Act was signed into law, which gives back to employees their day in court to challenge a pay gap, although the Paycheck Fairness Act, which would have amended the Equal Pay Act closing loopholes and improving the law's effectiveness, continues to languish in Congress; and

WHEREAS, fair pay strengthens the security of families today and eases future retirement costs while enhancing the American economy; and

WHEREAS, Tuesday, March 15, symbolizes the time in 2022 when the wages paid to American women catch up to the wages paid to men from the previous year,

NOW, THEREFORE, I, Sam Storey, Mayor of the City of Capitola, do hereby proclaim Tuesday, March 15, 2022, to be "Equal Pay Day" in the City of Capitola and urge the citizens of City of Capitola to recognize the full value of women's skills and significant contributions to the labor force and further encourage businesses to conduct internal pay evaluations to ensure women are being paid fairly.

Sam Storey, Mayor

Signed and sealed this 10th day of March, 2022

City of Capitola City Council Meeting Minutes

Thursday, February 24, 2022 – 7:00 PM

City of Capitola



City Council Chambers

420 Capitola Avenue, Capitola, CA 95010

Mayor: Sam Storey

Vice Mayor: Margaux Keiser

Council Members: Jacques Bertrand, Yvette Brooks, Kristen Petersen

Regular Meeting of the Capitola City Council – 7 PM

1. Roll Call and Pledge of Allegiance

Council Members Kristen Petersen, Jacques Bertrand, Margaux Keiser, Mayor Sam Storey, and Yvette Brooks

2. Additions and Deletions to the Agenda

3. Presentations

A. Overview of GreenWaste Organics Program

Emily Hanson, Chief Strategy Officer from GreenWaste, presented on the organics program. Council Member Bertrand requested a tour of the GreenWaste facility.

B. Informational Presentation on 2020 City of Capitola Local Hazard Mitigation Plan

Public Works Director Jesberg presented on the LHMP. Council Member Petersen asked about saltwater intrusion; Mayor Storey commented on the Noble Gulch storm water facility.

4. Additional Materials

A – Item 7.C, one email in support

5. Oral Communications by Members of the Public – none

6. Staff / City Council Comments

7. Consent Items

Motion: Approve, Authorize, Direct, and Determine as recommended

Result: Passed, 5:0 (Unanimous)

Mover: Council Member Bertrand

Seconder: Council Member Petersen.

Yea: Mayor Storey, Vice Mayor Keiser, Council Member Bertrand, Council Member Brooks, Council Member Petersen

- A. Consider the February 10, 2022, Regular City Council Meeting Minutes
Recommended Action: Approve minutes.
- B. Approve Sole-Source Contract with CSG Consultants for Building Division Contract Services
Recommended Action: 1) Authorize the City Manager to execute a sole-source contract with CSG Consultants in an amount not-to-exceed \$154,000 for on-call Building Division contract services for three and a half years; and 2) Approve the proposed resolution amending the FY 2021-22 Budget.
- C. Consider Letter of Support for Soquel Creek Water District's Pure Water Soquel Project
Recommended Action: Direct the Mayor to sign a letter of support for Soquel Creek Water District's Pure Water Soquel Project and the District's grant application with the US Bureau of Reclamation Water Smart: Title XVI WIIN Water Reclamation and Reuse Program.
- D. Receive Update on Pandemic Response and Consider Adopting Proposed 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.

8. General Government / Public Hearings

- A. Report on Scope and Budget for the Capitola Wharf Resiliency and Public Access Improvements Phase 2
Recommended Action: Receive report on the funding status for Phase 2 of the Capitola Wharf Resiliency Project and continue funding option discussion to the City's Budget Goal Setting session scheduled for March 1, 2022.

Public Works Director Jesberg presented on the Wharf project.

Council Member Brooks asked about the project timeline and confirmed that there is no "Phase 3" to the project.

Council Member Bertrand confirmed the project does not include raising Wharf piles.

Mayor Storey emphasized the importance of restrooms to the overall project and asked if re-decking could be completed later. Director Jesberg replied yes, however that portion of the project would be more expensive to complete at a separate time to the rest of the project.

There was no public comment.

- B. Consider a Street Resurfacing Project Agreement with the County of Santa Cruz
Recommended Action: Approve a Reimbursement Agreement in the amount of \$426,699 with the County of Santa Cruz for inclusion of City of Capitola streets in the County's 2022 Pavement Management Project.

Director Jesberg presented.

Council Member Bertrand thanked staff for this collaboration with the County.

Mayor Storey asked about the Clares Street project; Director Jesberg replied it should come before council in the next six weeks.

There was no public comment.

Motion: Approve reimbursement agreement in the amount of \$426,699

Result: Passed, 5:0 (Unanimous)

Mover: Council Member Bertrand

Seconder: Vice Mayor Keiser

Yea: Mayor Storey, Vice Mayor Keiser, Council Member Bertrand, Council Member Brooks, Council Member Petersen

C. Computer Network Infrastructure Upgrade and Maintenance

Recommended Action: 1) Authorize the City Manager to negotiate an agreement with Exceedio in an amount not-to-exceed \$6,000 per month for managed services of City IT network infrastructure; 2) Approve the proposed resolution amending the FY 2021-22 Budget; and 3) Direct staff to return to Council for approval of the final agreement.

Assistant to the City Manager Laurent presented and explained the need for an equipment upgrade.

Council Member Petersen confirmed that the cost is the lowest of several bids.

Mayor Storey encouraged staff to include guaranteed response times in the negotiation, along with a buy-out option for the equipment.

There was no public comment.

Motion: 1) Authorize the City Manager to negotiate the contract and 2) Approve the proposed resolution

Result: Passed, 5:0 (Unanimous)

Mover: Council Member Petersen

Seconder: Council Member Brooks

Yea: Mayor Storey, Vice Mayor Keiser, Council Member Bertrand, Council Member Brooks, Council Member Petersen

D. Allocation of Opioid Settlement Funding

Recommended Action: Authorize the allocation of the City of Capitola's portion of opioid settlement funding to the County of Santa Cruz for FY 2022/23, and authorize the City Manager to enter into an Agreement with the County of Santa Cruz to establish a process for City participation in defining priorities for the use of settlement funds in the region.

City Manager Goldstein presented the item.

Council Member Bertrand asked about how the City may possibly use the funds, rather than allocating them to the County. City Manager Goldstein explained that current staff would need additional support in identifying use for the funds, among the reporting requirements. Ultimately, he said the County could "get the money's worth" more effectively than the City.

There was no public comment.

Council Member Bertrand asked that staff report back to Council regarding committee meetings and how the funding is used by the County.

Motion: 1) Authorize the allocation of the City of Capitola’s portion of opioid funding to the County of Santa Cruz 2) Authorize City Manager to enter the agreement

Result: Passed, 5:0 (Unanimous)

Mover: Council Member Bertrand

Seconder: Council Member Brooks

Yea: Mayor Storey, Vice Mayor Keiser, Council Member Bertrand, Council Member Brooks, Council Member Petersen

9. Adjournment

The meeting was adjourned at 9pm to the next regular City Council meeting on March 10, 2022.

DRAFT

Capitola City Council

Agenda Report

Meeting: March 10, 2022

From: Finance Department

Subject: Approval of City Check Registers Dated February 4, February 10, and February 18.



Recommended Action: Approve check registers.

Account: City Main				
Date	Starting Check #	Ending Check #	Payment Count	Amount
2/4/2022	99819	99863	51	\$ 324,712.47
2/10/2022	99864	99912	49	\$ 183,286.20
2/18/2022	99913	99992	86	\$ 215,643.38

The main account check register dated January 28, 2022, ended with check #99818.

Account: Library				
Date	Starting Check #	Ending Check #	Payment Count	Amount

The library account check register dated January 28, 2022, ended with check #300.

Account: Payroll				
Date	Starting Check/EFT #	Ending Check/EFT #	Payment Count	Amount
2/4/2022	5757	5757	1	\$ 300.50
2/11/2022	18760	18850	91	\$ 165,883.60

The payroll account check register dated January 28, 2022, ended with EFT #18759.

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

Check/EFT	Issued to	Dept	Description	Amount
99819	CivicPlus LLC	REC	Recreation software	\$ 12,481.52
99820	Active Network LLC	REC	Settlement agreement	\$ 35,000.00
99830	Burke Williams & Sorensen	CM	Legal services	\$ 19,440.50
99835	Dell Marketing	CM	Office 365 licenses	\$ 15,636.00
99863	Visit Santa Cruz County	FN	October – December tourism marketing district pass thru	\$ 50,317.84

1272	CalPERS Health	CM	February health insurance	\$ 56,689.45
1273	CalPERS Member Services	FN	PERS contributions PPE 1/22/22	\$ 56,552.65
1275	IRS	FN	Federal taxes & Medicare PPE 1/22/22	\$ 29,084.50
99892	McKim Corporation	PW	Road repair project mobilization, traffic control, concrete	\$ 33,035.38
99904	Santa Cruz County Bank	FN	Pacific Cove financing lease	\$ 82,532.87
99922	California Grey Bears	CDD	CDBG health food program grant	\$ 15,000.00
99925	Chrisp Company	PW	Road striping	\$ 14,585.00
99951	PG&E	PW	Gas & electricity	\$ 19,269.00
1280	CalPERS Member Services	FN	PERS contributions PPE 2/5/22	\$ 55,959.16
1282	IRS	FN	Federal taxes & Medicare PPE 2/5/22	\$ 27,105.90

Attachments:

1. 2-4-22 Check Register
2. 2-10-22 Check Register
3. 2-18-22 Check Register

Report Prepared By: Mark Sullivan, Sr. Accountant

Reviewed By: Chloé Woodmansee, City Clerk and Jim Malberg, Finance Director

Approved By: Jamie Goldstein, City Manager

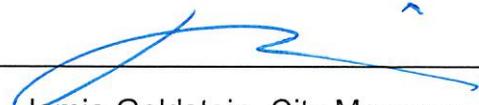
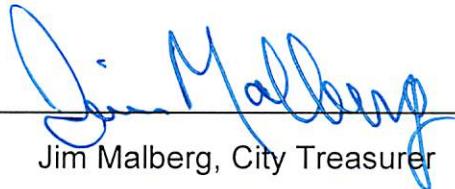
City main account checks dated February 4, 2022, numbered 99819 to 99863, totaling \$163,964.35, six EFTs totaling \$160,748.12 and one payroll check for \$300.50, for a grand total of \$325,012.97, have been reviewed and authorized for distribution by the City Manager.

As of February 4, 2022, the unaudited cash balance is \$5,052,682.66.

**CASH POSITION - CITY OF CAPITOLA
February 4, 2022**

	<u>2/4/2022</u>
General Fund	\$ 580,646.22
Payroll Payables	\$ 16,385.08
Contingency Reserve Fund	\$ 2,061,345.66
Facilities Reserve Fund	\$ 522,714.09
Capital Improvement Fund	\$ 965,229.64
Stores Fund	\$ 65,507.66
Information Technology Fund	\$ 303,080.39
Equipment Replacement	\$ 562,251.60
Self-Insurance Liability Fund	\$ (226,786.07)
Workers' Comp. Ins. Fund	\$ 153,238.79
Compensated Absences Fund	\$ 49,069.60
TOTAL UNASSIGNED GENERAL FUNDS	\$ 5,052,682.66

The Emergency Reserve Fund balance is \$1,374,205.54 (not included above).
 The PERS Contingency Fund balance is \$1,029,628.32 (not included above).
 The Library Fund balance is \$298,485.80 (not included above).

 <hr/> Jamie Goldstein, City Manager	2/4/22 <hr/> Date
 <hr/> Jim Malberg, City Treasurer	2/4/22 <hr/> Date

City Checks Issued February 4, 2022

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
99819	01/31/2022			CIVICPLUS LLC	\$12,481.52
	Invoice	Date	Description		Amount
	218728	01/28/2022	Recreation software, training, consulting		\$12,481.52
99820	02/04/2022			ACTIVE NETWORK LLC	\$35,000.00
	Invoice	Date	Description		Amount
	AN012722	01/27/2022	Settlement agreement 2213 - Self Insurance Liability		\$35,000.00
99821	02/04/2022			ADAMS ASHBY GROUP INC	\$1,687.50
	Invoice	Date	Description		Amount
	3899	11/09/2021	October CDBG CV2-3 general admin. 1350 - CDBG		\$1,687.50
99822	02/04/2022			AFLAC	\$1,354.64
	Invoice	Date	Description		Amount
	948056	01/27/2022	January supplemental insurance 1001 - Payroll		\$1,354.64
99823	02/04/2022			ALLIED UNIVERSAL	\$812.81
	Invoice	Date	Description		Amount
	12247796	02/03/2022	February McGregor skate park foot patrol		\$392.06
	12247797	02/03/2022	February Esplanade park foot patrol		\$420.75
99824	02/04/2022			ALVAREZ TECHNOLOGY GROUP INC	\$210.00
	Invoice	Date	Description		Amount
	62168	01/21/2022	February antivirus 2211 - IT Fund		\$210.00
99825	02/04/2022			AMAZON CAPITAL SERVICES	\$398.05
	Invoice	Date	Description		Amount
	1P9F-M39Q-NL9Y	01/27/2022	Binder dividers		\$22.76
	1FDF-NWDD-MR3P	01/27/2022	AA batteries, computer speakers		\$74.55
	1NPG-QGLQ-TL9G	02/01/2022	Neck gaiters, work gloves, face masks		\$213.72
	1DKY-HYQL-4MJC	02/01/2022	Drainer cleaner tools, drain cable boring gimlet		\$87.02
			1000 - General Fund	\$300.74	
			2210 - Stores Fund	\$97.31	
99826	02/04/2022			APTOS LANDSCAPE SUPPLY INC.	\$269.29
	Invoice	Date	Description		Amount
	568516	01/19/2022	Hose, bucket, bark		\$178.18
	568468	01/18/2022	Screenings, beach pebbles 1311 - Wharf		\$91.11

City Checks Issued February 4, 2022

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
99827	02/04/2022			B & B SMALL ENGINE REPAIR	\$1,408.35
	Invoice	Date	Description		Amount
	489272	01/24/2022	Tune and service string trimmer		\$102.93
	489274	01/24/2022	Bike trimmer, hedge trimmer, hedger blade cleaner		\$804.72
	489363	01/25/2022	KM 131 kombi engine, harnesses		\$500.70
99828	02/04/2022			BAYSIDE OIL II INC.	\$145.84
	Invoice	Date	Description		Amount
	44920	01/25/2022	Waste oil recycling		\$145.84
99829	02/04/2022			BELLOWS PLUMBING HEATING & AIR	\$1,072.00
	Invoice	Date	Description		Amount
	141725	01/19/2022	Hydrojet sewer lateral		\$1,072.00
99830	02/04/2022			BURKE WILLIAMS AND SORENSEN LLP	\$19,440.50
	Invoice	Date	Description		Amount
	279867	01/27/2022	December legal services		\$10,918.00
	279868	01/27/2022	December code enforcement		\$212.00
	279869	01/27/2022	December planning legal services		\$7,128.50
	279870	01/27/2022	December police legal services		\$715.50
	279871	01/27/2022	December legal services		\$79.50
	279872	01/27/2022	4401 Capitola Rd. #21-0526 AH density bonus inquiry		\$387.00
99831	02/04/2022			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,560.50
	Invoice	Date	Description		Amount
	POA012822	01/28/2022	POA and gym dues PPE 1/22/22 1001 - Payroll		\$1,560.50
99832	02/04/2022			COMMUNITY ACTION BOARD	\$324.04
	Invoice	Date	Description		Amount
	CAB012522	01/25/2022	December emergency housing assistance		\$202.77
	CAB012522-2	01/25/2022	December emergency mortgage assistance 5552 - Housing Successor		\$121.27
99833	02/04/2022			CONSOLIDATED ENGINEERING LABORATORIES	\$1,452.00
	Invoice	Date	Description		Amount
	194226	01/21/2022	Peery Park bridge repairs field weld inspections 1200 - CIP		\$1,452.00
99834	02/04/2022			CSG Consultants Inc.	\$1,662.00
	Invoice	Date	Description		Amount
	B212135	01/04/2022	December plan review services		\$125.00
	41507	01/14/2022	December building inspector/official services		\$1,537.00

City Checks Issued February 4, 2022

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
99835	02/04/2022			DELL MARKETING LP	\$15,636.00
	Invoice	Date	Description		Amount
	10555607104	01/27/2022	Office 365 software licenses 2211 - IT Fund		\$15,636.00
99836	02/04/2022			DUDEK	\$5,335.00
	Invoice	Date	Description		Amount
	202108852	11/22/2021	October outdoor dining ordinance review		\$306.25
	202107625	10/12/2021	September outdoor dining ordinance review 1313 - General Plan		\$5,028.75
99837	02/04/2022			EQUITABLE	\$2,051.51
	Invoice	Date	Description		Amount
	1265413	01/01/2022	January LTD, STD, AD&D, life insurance 1001 - Payroll		\$2,051.51
99838	02/04/2022			FERGUSON ENTERPRISES LLC #795	\$293.76
	Invoice	Date	Description		Amount
	9721246	01/21/2022	Hand torch, spud assembly kit, tank to bowl gasket, supplies		\$221.64
	9731581	01/27/2022	Bathroom supplies		\$72.12
99839	02/04/2022			FLYERS ENERGY LLC	\$2,415.93
	Invoice	Date	Description		Amount
	22-462394	01/27/2022	408 gallons gasoline		\$1,937.52
	22-462393	01/27/2022	100 gallons diesel		\$478.41
99840	02/04/2022			HOME DEPOT CREDIT SERVICES	\$38.10
	Invoice	Date	Description		Amount
	3610009	01/24/2022	Hole step bit, screws		\$38.10
99841	02/04/2022			JACQUES BERTRAND	\$398.00
	Invoice	Date	Description		Amount
	JB092421	09/24/2021	League of CA cities conference reimbursement		\$398.00
99842	02/04/2022			JOHNSON ROBERTS & ASSOCIATES INC.	\$70.00
	Invoice	Date	Description		Amount
	147638	01/24/2022	Employee background checks		\$70.00
99843	02/04/2022			KBA Document Solutions LLC	\$30.78
	Invoice	Date	Description		Amount
	55Y1247378	02/01/2022	Monthly copier usage charges		\$30.78
			1000 - General Fund	\$19.00	
			2211 - IT Fund	\$11.78	

City Checks Issued February 4, 2022

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
99844	02/04/2022			KING'S PAINT AND PAPER INC.	\$29.11
	Invoice	Date	Description		Amount
	A0319490	01/28/2022	Jade St. paint supplies		\$27.16
	A0319625	02/02/2022	Wire frame		\$1.95
99845	02/04/2022			LIUNA PENSION FUND	\$1,075.20
	Invoice	Date	Description		Amount
	FF1462	01/28/2022	January LIUNA dues		\$1,075.20
			1001 - Payroll		
99846	02/04/2022			MISSION LINEN SUPPLY	\$248.46
	Invoice	Date	Description		Amount
	516312338	01/19/2022	Corp. yard uniform cleaning, towels		\$97.07
	516357100	01/26/2022	Corp. yard uniform cleaning, mats, towels		\$117.36
	516357099	01/26/2022	Fleet uniform cleaning, towels		\$34.03
99847	02/04/2022			NAPA AUTO PARTS	\$9.82
	Invoice	Date	Description		Amount
	6841-074150	01/18/2022	Locking lug nut		\$9.82
99848	02/04/2022			NORTH BAY FORD	\$29.77
	Invoice	Date	Description		Amount
	283804	12/29/2021	Relay		\$29.77
99849	02/04/2022			NUZ Inc.	\$812.00
	Invoice	Date	Description		Amount
	35387	11/03/2021	Plein air advertising		\$800.00
	41231	02/01/2022	Plein air advertising		\$12.00
99850	02/04/2022			OUTDOOR SUPPLY HARDWARE	\$48.95
	Invoice	Date	Description		Amount
	E75986	01/24/2022	Nut driver set, hose clamps		\$48.95
99851	02/04/2022			ROBERT IVERS	\$320.00
	Invoice	Date	Description		Amount
	5915	01/26/2022	2018 Caterpillar 926M opacity test		\$80.00
	5916	01/26/2022	2013 sweeper opacity test		\$80.00
	5917	01/26/2022	2008 Ford F450 opacity test		\$80.00
	5918	01/26/2022	1991 Ford F800 opacity test		\$80.00
99852	02/04/2022			ROYAL WHOLESALE ELECTRIC	\$340.30
	Invoice	Date	Description		Amount
	7719-1013948	02/02/2022	Jade St. lights, low profile lamp holders		\$340.30

City Checks Issued February 4, 2022

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
99853	02/04/2022			SANTA CRUZ AUTO PARTS INC.	\$7.55
	Invoice	Date	Description		Amount
	14508-431207	01/21/2022	Oil filter		\$7.55
99854	02/04/2022			SANTA CRUZ TOYOTA	\$21.81
	Invoice	Date	Description		Amount
	412694	01/27/2022	2011 Camry visor brackets, visor arm set clip		\$21.81
99855	02/04/2022			SOQUEL CREEK WATER DISTRICT	\$494.30
	Invoice	Date	Description		Amount
	13-10919-0011822	01/18/2022	2000 Wharf Road water service		\$44.04
	13-18567-0011822	01/18/2022	2005 Wharf Rd. water		\$450.26
99856	02/04/2022			T MOBILE	\$193.70
	Invoice	Date	Description		Amount
	TM012122	01/21/2022	January cell phone usage		\$193.70
99857	02/04/2022			TPX COMMUNICATIONS	\$1,641.35
	Invoice	Date	Description		Amount
	152474623-0	01/23/2022	January phone service		\$1,641.35
			1000 - General Fund	\$917.60	
			2211 - IT Fund	\$723.75	
99858	02/04/2022			UNITED STATES POSTAL SERVICE	\$1,499.00
	Invoice	Date	Description		Amount
	1183	01/27/2022	Spring newsletter postage permit 7013		\$1,499.00
			2210 - Stores Fund		
99859	02/04/2022			UNITED WAY OF SANTA CRUZ COUNTY	\$20.00
	Invoice	Date	Description		Amount
	UW013122	01/28/2022	January employee contributions		\$20.00
			1001 - Payroll		
99860	02/04/2022			UPEC LIUNA LOCAL 792	\$767.50
	Invoice	Date	Description		Amount
	UPEC013122	01/28/2022	January UPEC dues		\$767.50
			1001 - Payroll		
99861	02/04/2022			US BANK EQUIPMENT FINANCE	\$174.40
	Invoice	Date	Description		Amount
	463545806	01/24/2022	City Hall copier lease		\$174.40
			2210 - Stores Fund		

City Checks Issued February 4, 2022

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
99862	02/04/2022			US BANK PARS Acct 6746022400	\$365.17
	Invoice	Date	Description		Amount
	PARS012222	01/28/2022	PARS contributions PPE 1/22/22 1001 - Payroll		\$365.17
99863	02/04/2022			VISIT SANTA CRUZ COUNTY	\$50,317.84
	Invoice	Date	Description		Amount
	VSCC123121	12/31/2021	October - December TMD		\$50,317.84
Type Check Totals:					<u>\$163,964.35</u>
EFT					
1272	02/01/2022			CalPERS Health Insurance	\$56,689.45
	Invoice	Date	Description		Amount
	1002035835	01/14/2022	February health insurance 1000 - General Fund \$3,451.47 1001 - Payroll \$53,237.98		\$56,689.45
1273	01/31/2022		01/31/2022	CalPERS Member Services Division	\$56,552.65
	Invoice	Date	Description		Amount
	1002035012-6	01/28/2022	PERS contributions PPE 1/22/22 1001 - Payroll		\$56,552.65
1274	01/31/2022		01/31/2022	EMPLOYMENT DEVELOPMENT DEPARTMENT	\$8,654.44
	Invoice	Date	Description		Amount
	2-023-873-632	01/28/2022	State taxes PPE 1/22/22 1001 - Payroll		\$8,654.44
1275	01/31/2022		01/31/2022	INTERNAL REVENUE SERVICE	\$29,084.50
	Invoice	Date	Description		Amount
	55206717	01/28/2022	Federal taxes & Medicare PPE 1/22/22 1001 - Payroll		\$29,084.50
1276	01/31/2022		01/31/2022	STATE DISBURSEMENT UNIT	\$1,575.68
	Invoice	Date	Description		Amount
	38574117	01/28/2022	Employee garnishments PPE 1/22/22 1001 - Payroll		\$1,575.68
1277	01/31/2022		01/31/2022	VOYA FINANCIAL	\$8,191.40
	Invoice	Date	Description		Amount
	VOYA012822	01/28/2022	Employee 457 contributions PPE 1/22/22 1001 - Payroll		\$8,191.40
EFT Totals:					<u>\$160,748.12</u>

City Checks Issued February 4, 2022

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
Main City Totals				Count	Total
Checks				45	\$163,964.35
EFTs				6	\$160,748.12
All				51	\$324,712.47
Payroll Totals					
Checks				1	\$300.50
EFTs				0	\$0.00
All				1	\$300.50
Grand Totals:					
Checks				46	\$164,264.85
EFTs				6	\$160,748.12
All				52	\$325,012.97

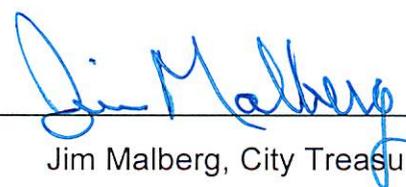
City main account checks dated February 10, 2022, numbered 99864 to 99912, totaling \$183,286.20, have been reviewed and authorized for distribution by the City Manager.

As of February 10, 2022, the unaudited cash balance is \$5,049,683.60.

CASH POSITION - CITY OF CAPITOLA
February 10, 2022

	2/10/2022
General Fund	\$ 583,034.36
Payroll Payables	\$ 11,482.66
Contingency Reserve Fund	\$ 2,061,345.66
Facilities Reserve Fund	\$ 522,714.09
Capital Improvement Fund	\$ 965,229.64
Stores Fund	\$ 64,688.61
Information Technology Fund	\$ 303,414.66
Equipment Replacement	\$ 562,251.60
Self-Insurance Liability Fund	\$ (226,786.07)
Workers' Comp. Ins. Fund	\$ 153,238.79
Compensated Absences Fund	\$ 49,069.60
TOTAL UNASSIGNED GENERAL FUNDS	\$ 5,049,683.60

The Emergency Reserve Fund balance is \$1,374,205.54 (not included above).
 The PERS Contingency Fund balance is \$1,029,628.32 (not included above).
 The Library Fund balance is \$298,485.80 (not included above).

 Jamie Goldstein, City Manager	2/15/22 Date
 Jim Malberg, City Treasurer	2/15/22 Date

City Checks Issued February 10, 2022

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
99864	02/10/2022			ADT SECURITY SERVICES INC.	\$225.21
	Invoice	Date	Description		Amount
	ADT012922	01/29/2022	Corp. yard & museum ADT monitoring		\$225.21
99865	02/10/2022			ALBERTO GONZALEZ	\$1,354.13
	Invoice	Date	Description		Amount
	AG093021	09/30/2021	Traffic collision investigation school		\$775.70
	AG102721	10/27/2021	Use of force & de-escalation training		\$578.43
99866	02/10/2022			ALLDATA	\$1,635.00
	Invoice	Date	Description		Amount
	AD020922	02/04/2022	Online repair manuals		\$1,635.00
99867	02/10/2022			ALLSAFE LOCK COMPANY	\$63.00
	Invoice	Date	Description		Amount
	53530	01/06/2022	Jade St. restroom deadbolt		\$63.00
99868	02/10/2022			ALWAYS UNDER PRESSURE	\$605.26
	Invoice	Date	Description		Amount
	96061	02/02/2022	Foot valve, sewer hose, sewer nozzles		\$605.26
99869	02/10/2022			AMAZON CAPITAL SERVICES	\$580.13
	Invoice	Date	Description		Amount
	1P3T-W9F9-7D4T	02/03/2022	Taser holsters		\$128.76
	1TRT-33GF-4MV9	02/07/2022	Angle grinder nut kit		\$13.61
	1KHM-RFPJ-3L9F	02/08/2022	HP 950XL ink		\$45.76
	1NGJ-43YD-9Q7C	02/08/2022	COVID-19 tests		\$392.00
			1000 - General Fund	\$188.13	
			2210 - Stores Fund	\$392.00	
99870	02/10/2022			APTOS LANDSCAPE SUPPLY INC.	\$80.66
	Invoice	Date	Description		Amount
	569526	02/02/2022	Monterey park pathway bark		\$80.66
99871	02/10/2022			AT&T	\$9.32
	Invoice	Date	Description		Amount
	ATT020122	02/01/2022	February long distance charges		\$9.32
			1000 - General Fund	\$4.59	
			2211 - IT Fund	\$4.73	
99872	02/10/2022			CA DEPARTMENT OF TRANSPORTATION	\$4,505.78
	Invoice	Date	Description		Amount
	SL220759	01/21/2022	October - December signals and lighting		\$4,505.78
			1310 - Gas Tax		

City Checks Issued February 10, 2022

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
99873	02/10/2022			CALIFORNIA PARK AND RECREATION SOCIETY	\$555.00
	Invoice	Date	Description		Amount
	CPRS012522	01/25/2022	Recreation member dues		\$555.00
99874	02/10/2022			CLEAN BUILDING MAINTENANCE CO.	\$6,109.92
	Invoice	Date	Description		Amount
	29198	01/31/2022	January janitorial services		\$6,109.92
			1000 - General Fund	\$5,096.48	
			1311 - Wharf Fund	\$1,013.44	
99875	02/10/2022			COMMUNITY PRINTERS	\$1,572.52
	Invoice	Date	Description		Amount
	30996011	02/09/2022	Spring 2022 newsletter		\$1,572.52
99876	02/10/2022			COMMUNITY TELEVISION OF SANTA CRUZ COUNTY	\$832.00
	Invoice	Date	Description		Amount
	3052	01/31/2022	December televised meetings		\$832.00
99877	02/10/2022			CRYSTAL SPRINGS WATER CO.	\$149.50
	Invoice	Date	Description		Amount
	CSW013122	01/31/2022	January drinking water		\$149.50
99878	02/10/2022			EWING IRRIGATION	\$346.54
	Invoice	Date	Description		Amount
	15984274	01/26/2022	Jade St. park supplies		\$156.79
	15984236	01/26/2022	Trash pickers		\$189.75
99879	02/10/2022			FERGUSON ENTERPRISES LLC #795	\$551.56
	Invoice	Date	Description		Amount
	9750790	02/07/2022	Supplies		\$551.56
99880	02/10/2022			FLYERS ENERGY LLC	\$3,910.60
	Invoice	Date	Description		Amount
	22-466330	02/03/2022	370 gallons gasoline		\$1,756.83
	21-418826	11/04/2021	324 gallons gasoline		\$1,609.97
	21-418827	11/04/2021	112 gallons diesel		\$543.80
99881	02/10/2022			GABE CUZICK	\$37.38
	Invoice	Date	Description		Amount
	GC020122	02/01/2022	Spark plugs reimbursement		\$37.38
99882	02/10/2022			GARDAWORLD	\$330.67
	Invoice	Date	Description		Amount
	10678175	02/01/2022	February armored car service		\$330.67

City Checks Issued February 10, 2022

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
99883	02/10/2022			GINA ENRIQUEZ	\$4,522.13
	Invoice	Date	Description		Amount
	GE013122	01/31/2022	Instructor payment		\$4,522.13
99884	02/10/2022			GRANICUS LLC	\$3,572.10
	Invoice	Date	Description		Amount
	146209	12/01/2021	December legislative management software		\$1,190.70
	147216	01/01/2022	January legislative management software		\$1,190.70
	148238	02/01/2022	February legislative management software 1320 - PEG		\$1,190.70
99885	02/10/2022			HOME DEPOT CREDIT SERVICES	\$545.62
	Invoice	Date	Description		Amount
	5623538	02/01/2022	Gloves, siphon pump, push broom, insect screen		\$50.92
	4515611	02/02/2022	Rust stopper, sand paper, mesh roll, paint		\$68.98
	6645629	01/31/2022	Tape measure, brushes, bucket, washers, uplift post bases		\$131.89
	0622726	01/27/2022	Roofing sealant, wipes, removal project set, roller cover, brush		\$179.48
	0514804	01/27/2022	Knockdown ceiling text		\$27.23
	3011018	01/24/2022	Ratcheting combo wrench		\$22.31
	0622789	01/27/2022	LED lights		\$19.55
	6033914	01/31/2022	Plywood		\$45.26
99886	02/10/2022			IN-SITU Inc.	\$198.86
	Invoice	Date	Description		Amount
	00149493	01/28/2022	Soquel Creek depth gauge replacement battery pack		\$198.86
99887	02/10/2022			JEANI MITCHELL	\$422.50
	Invoice	Date	Description		Amount
	JM013122	01/31/2022	Instructor payment		\$422.50
99888	02/10/2022			KING'S PAINT AND PAPER INC.	\$20.70
	Invoice	Date	Description		Amount
	A0319706	02/04/2022	Cortez park bench stain, brushes, thin angle sash		\$20.70
99889	02/10/2022			LAURA ALIOTO	\$600.00
	Invoice	Date	Description		Amount
	LA013122	01/31/2022	Instructor payment		\$600.00
99890	02/10/2022			LEAGUE OF CALIFORNIA CITIES	\$6,355.00
	Invoice	Date	Description		Amount
	641069	01/01/2022	2022 membership dues		\$6,355.00
99891	02/10/2022			LIUNA PENSION FUND	\$435.81
	Invoice	Date	Description		Amount
	LIUNA010522	01/05/2022	LIUNA pension audit findings 2014-2019		\$435.81

City Checks Issued February 10, 2022

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
99892	02/10/2022			McKim Corporation	\$33,035.38
	Invoice	Date	Description		Amount
	20898	01/31/2022	Road repair project mobilization, traffic control, concrete		\$33,035.38
			1308 - SB1	\$16,517.69	
			1309 - RTC	\$16,517.69	
99893	02/10/2022			MID COUNTY AUTO SUPPLY	\$37.27
	Invoice	Date	Description		Amount
	M-1598402	02/02/2022	Clay bar kit		\$37.27
99894	02/10/2022			MISSION LINEN SUPPLY	\$206.10
	Invoice	Date	Description		Amount
	516400030	02/02/2022	Fleet uniform cleaning, towels		\$34.03
	516421247	02/07/2022	Recreation mats, mops, towels		\$75.00
	516400031	02/02/2022	Corp. yard uniform cleaning		\$97.07
99895	02/10/2022			MONTEREY BAY ECONOMIC PARTNERSHIP	\$5,000.00
	Invoice	Date	Description		Amount
	2135	11/16/2021	Annual membership		\$5,000.00
99896	02/10/2022			O'REILLY AUTO PARTS	\$166.99
	Invoice	Date	Description		Amount
	2763-261001	02/03/2022	Wheel cylinder		\$20.01
	2763-253977	12/26/2021	Starter, less core return		\$9.14
	2763-254796	12/30/2021	Micro-V belts, HID capsule		\$132.95
	2763-257396	01/14/2022	4 amp fuse		\$4.89
99897	02/10/2022			OUTDOOR SUPPLY HARDWARE	\$283.34
	Invoice	Date	Description		Amount
	E81298	02/03/2022	Bulk fasteners		\$42.50
	E80583	02/02/2022	Supplies		\$10.76
	E81506	02/04/2022	Adjustable wrenches		\$31.59
	E79638	01/31/2022	Spray paint		\$26.12
	E80487	02/02/2022	Tape, cutoff tool		\$155.85
	E78070	01/28/2022	Scouring pads		\$16.52
99898	02/10/2022			PALACE BUSINESS SOLUTIONS	\$112.04
	Invoice	Date	Description		Amount
	635209-0	02/03/2022	Rubber bands, folders, sheet protectors		\$101.66
	635209-1	02/04/2022	Rubberbands		\$10.38
			2210 - Stores Fund		

City Checks Issued February 10, 2022

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
99899	02/10/2022			PHIL ALLEGRI ELECTRIC INC.	\$575.00
	Invoice	Date	Description		Amount
	30103	02/07/2022	1400 Wharf Rd. 40 amp switch installed 1311 - Wharf Fund		\$575.00
99900	02/10/2022			PREFERRED BENEFIT INSURANCE ADMIN.	\$4,736.40
	Invoice	Date	Description		Amount
	EIA43228	01/31/2022	January dental and vision insurance 1001 - Payroll		\$4,736.40
99901	02/10/2022			SAN LORENZO LUMBER	\$533.54
	Invoice	Date	Description		Amount
	55-0699923	01/21/2022	City Hall supplies		\$24.09
	55-0702692	02/02/2022	Wharf supplies, lumber, hardware 1000 - General Fund \$24.09 1311 - Wharf Fund \$509.45		\$509.45
99902	02/10/2022			SANTA CRUZ AUTO PARTS INC.	\$74.57
	Invoice	Date	Description		Amount
	14508-432189	02/01/2022	Gloves, 3M rubbing compound, tubing bender		\$74.57
99903	02/10/2022			SANTA CRUZ COUNTY AUDITOR-CONTROLLER	\$13,376.00
	Invoice	Date	Description		Amount
	SCC013122	01/31/2022	January citation processing		\$13,376.00
99904	02/10/2022			SANTA CRUZ COUNTY BANK	\$82,532.87
	Invoice	Date	Description		Amount
	SCCB011722	01/17/2022	Pacific Cove financing lease acct #900380400 1420 - Pac Cove		\$82,532.87
99905	02/10/2022			THE HOME DEPOT PRO	\$1,014.53
	Invoice	Date	Description		Amount
	665649083	01/27/2022	Nitrile gloves		\$176.47
	665725198	01/28/2022	Janitorial supplies		\$760.95
	665095519	01/25/2022	Janitorial supplies		\$77.11
99906	02/10/2022			TYLER BUSINESS FORMS	\$131.40
	Invoice	Date	Description		Amount
	69913	02/07/2022	1095 forms and envelopes		\$131.40
99907	02/10/2022			UPS	\$19.00
	Invoice	Date	Description		Amount
	0000954791062	02/05/2022	PD shipping		\$7.00
	0000954791042	01/22/2022	PD shipping		\$12.00

City Checks Issued February 10, 2022

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
99908	02/10/2022			US BANK EQUIPMENT FINANCE	\$315.01
	Invoice	Date	Description		Amount
	463904185	01/28/2022	City Hall copier leases 2210 - Stores Fund		\$315.01
99909	02/10/2022			WESTERN EXTERMINATOR COMPANY	\$139.60
	Invoice	Date	Description		Amount
	13352159	01/01/2022	January City Hall rodent control		\$69.80
	13352160	01/01/2022	January turnouts rodent control		\$69.80
99910	02/10/2022			ZEP SALES & SERVICE	\$364.76
	Invoice	Date	Description		Amount
	9007091914	01/31/2022	Graffiti removal supplies		\$364.76
99911	02/10/2022			ZUMAR INDUSTRIES INC.	\$405.61
	Invoice	Date	Description		Amount
	95577	01/20/2022	Falling cliff sign		\$405.61
99912	02/10/2022			Therese Ponder	\$99.89
	Invoice	Date	Description		Amount
	2005532.002	02/07/2022	Balance refund		\$99.89

Check Totals: \$183,286.20

Main City Totals	Count	Total
Checks	49	\$183,286.20
EFTs	0	\$0.00
All	49	\$183,286.20

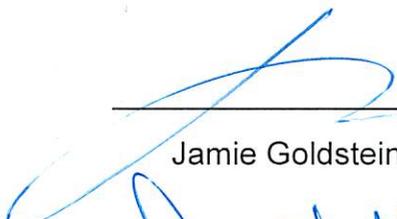
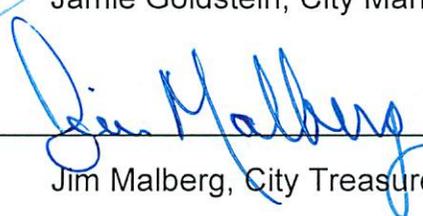
City main account checks dated February 18, 2022, numbered 99913 to 99992, totaling \$114,140.26, six EFTs totaling \$101,503.12 and 91 payroll EFTs totaling \$165,883.60, for a grand total of \$381,526.98, have been reviewed and authorized for distribution by the City Manager.

As of February 18, 2022, the unaudited cash balance is \$4,495,498.65.

CASH POSITION - CITY OF CAPITOLA
February 18, 2022

	<u>2/18/2022</u>
General Fund	\$ (1,699,717.01)
Payroll Payables	\$ 46,519.46
Contingency Reserve Fund	\$ 2,061,345.66
Facilities Reserve Fund	\$ 477,714.09
Capital Improvement Fund	\$ 2,415,262.64
Stores Fund	\$ 64,688.61
Information Technology Fund	\$ 302,086.28
Equipment Replacement	\$ 742,076.60
Self-Insurance Liability Fund	\$ (226,786.07)
Workers' Comp. Ins. Fund	\$ 153,238.79
Compensated Absences Fund	\$ 159,069.60
TOTAL UNASSIGNED GENERAL FUNDS	<u>\$ 4,495,498.65</u>

The Emergency Reserve Fund balance is \$1,374,205.54 (not included above).
 The PERS Contingency Fund balance is \$1,029,628.32 (not included above).
 The Library Fund balance is \$748,455.80 (not included above).

 _____ Jamie Goldstein, City Manager	<u>2/18/22</u> _____ Date
 _____ Jim Malberg, City Treasurer	<u>2/18/22</u> _____ Date

City Checks Issued February 18, 2022

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
99913	02/18/2022			ADRIENNE HARRELL	\$710.45
	Invoice	Date	Description		Amount
	AH021422	02/14/2022	Instructor payment		\$710.45
99914	02/18/2022			ALLIED UNIVERSAL	\$379.42
	Invoice	Date	Description		Amount
	12247779	02/03/2022	February Jade St. foot patrol		\$379.42
99915	02/18/2022			AMAZON CAPITAL SERVICES	\$765.50
	Invoice	Date	Description		Amount
	1VC6-J6QF-C1WH	02/10/2022	Trash can funnel tops		\$105.26
	1W3Q-3JLF-6V44	02/14/2022	Logitech webcam		\$50.12
	1494-M4NY-F9MT	02/12/2022	Logitech headset, APC UPS battery backup, webcam		\$234.27
	11JH-9DNC-LWP3	02/16/2022	Wireless keyboard/mouse, Asus monitors		\$375.85
			1000 - General Fund	\$105.26	
			2211 - IT Fund	\$660.24	
99916	02/18/2022			AMERICAN TRAFFIC SOLUTIONS INC.	\$2,849.14
	Invoice	Date	Description		Amount
	INV0028289	02/14/2022	July - December 2021 red light revenue		\$2,849.14
99917	02/18/2022			APTOS LANDSCAPE SUPPLY INC.	\$1,228.30
	Invoice	Date	Description		Amount
	569016	01/26/2022	Hooper stairs pathway bark, tiki head		\$145.18
	569075	01/27/2022	Monterey park sod mix, rake		\$250.36
	569094	01/27/2022	Monterey park sod mix		\$832.76
99918	02/18/2022			BEAR ELECTRICAL SOLUTIONS INC.	\$2,866.25
	Invoice	Date	Description		Amount
	14822	01/28/2022	January traffic signal maintenance - routine		\$646.80
	14821	01/28/2022	January traffic signal maintenance - response		\$2,219.45
			1310 - Gas Tax		
99919	02/18/2022			BECKY ADAMS	\$517.40
	Invoice	Date	Description		Amount
	BA021422	02/14/2022	Instructor payment		\$517.40
99920	02/18/2022			CALE AMERICA INC.	\$1,829.00
	Invoice	Date	Description		Amount
	167555	01/27/2022	January active meters		\$1,829.00
99921	02/18/2022			CALIFORNIA BUILDING STANDARDS COMMISSION	\$169.20
	Invoice	Date	Description		Amount
	CBSC093021	09/30/2021	July - Sept. building standards admin. fee		\$169.20

City Checks Issued February 18, 2022

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
99922	02/18/2022			CALIFORNIA GREY BEARS INC.	\$15,000.00
	Invoice	Date	Description		Amount
	GBCDBG-CV1-3	12/31/2021	CDBG health food program grant 1351 - CDBG Program Income		\$15,000.00
99923	02/18/2022			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,595.50
	Invoice	Date	Description		Amount
	POA020522	02/11/2022	POA & gym dues PPE 2/5/22 1001 - Payroll		\$1,595.50
99924	02/18/2022			CERTIFIED FOLDER DISPLAY SERVICE INC	\$2,329.36
	Invoice	Date	Description		Amount
	591489	01/25/2022	2022 BIA advertising 1321 - BIA		\$2,329.36
99925	02/18/2022			CHRISP COMPANY	\$14,585.00
	Invoice	Date	Description		Amount
	19528	02/10/2022	Road striping 1310 - Gas Tax		\$14,585.00
99926	02/18/2022			CLAUDIO FRANCA	\$286.00
	Invoice	Date	Description		Amount
	CF020822	02/08/2022	Instructor payment		\$286.00
99927	02/18/2022			DAVID SCOTT COBABE	\$1,948.80
	Invoice	Date	Description		Amount
	DSC021422	02/14/2022	Instructor payment		\$1,948.80
99928	02/18/2022			ENTENMANN-ROVIN CO.	\$121.84
	Invoice	Date	Description		Amount
	0163792-in	02/07/2022	Badge 583 Analyst		\$121.84
99929	02/18/2022			EXTREME TOWING	\$275.00
	Invoice	Date	Description		Amount
	016927	01/30/2022	Towed as evidence		\$275.00
99930	02/18/2022			FLYERS ENERGY LLC	\$848.10
	Invoice	Date	Description		Amount
	22-470775	02/11/2022	170 gallons diesel		\$848.10
99931	02/18/2022			Global Music Rights LLC	\$850.00
	Invoice	Date	Description		Amount
	GMR2022	01/01/2022	2022 twilight concert music licensing		\$850.00

City Checks Issued February 18, 2022

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
99932	02/18/2022			HELENA FOX	\$728.00
	Invoice	Date	Description		Amount
	HF021422	02/14/2022	Instructor payment		\$728.00
99933	02/18/2022			HO KUK MU SUL CORPORATION	\$456.30
	Invoice	Date	Description		Amount
	HKMSC020822	02/08/2022	Instructor payment		\$456.30
99934	02/18/2022			HUMBOLDT PETROLEUM LLC	\$30.00
	Invoice	Date	Description		Amount
	090937	01/31/2022	January car washes		\$30.00
99935	02/18/2022			HYDROSCIENCE ENGINEERS INC.	\$930.00
	Invoice	Date	Description		Amount
	331018004	02/01/2022	720 Hill St. stormwater review services		\$930.00
99936	02/18/2022			INTERSTATE BATTERY SYSTEM OF SAN JOSE INC	\$215.53
	Invoice	Date	Description		Amount
	120119432	02/09/2022	Batteries		\$215.53
99937	02/18/2022			JANET RUSSELL	\$685.10
	Invoice	Date	Description		Amount
	JR021422	02/14/2022	Instructor payment		\$685.10
99938	02/18/2022			JEANI MITCHELL	\$422.50
	Invoice	Date	Description		Amount
	JM020822	02/08/2022	Instructor payment		\$422.50
99939	02/18/2022			KBA Document Solutions LLC	\$4.39
	Invoice	Date	Description		Amount
	55Y1250186	02/10/2022	Recreation copier usage charges		\$4.39
99940	02/18/2022			KING'S PAINT AND PAPER INC.	\$99.97
	Invoice	Date	Description		Amount
	A0319949	02/14/2022	Wharf bathroom paint		\$69.11
	A0319887	02/11/2022	Jade St. paint		\$30.86
			1000 - General Fund	\$30.86	
			1311 - Wharf Fund	\$69.11	
99941	02/18/2022			LAURA ALIOTO	\$2,410.20
	Invoice	Date	Description		Amount
	LA021422	02/14/2022	Instructor payment		\$2,410.20

City Checks Issued February 18, 2022

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
99942	02/18/2022			LAW ENFORCEMENT TARGETS INC.	\$695.96
	Invoice	Date	Description		Amount
	0531046-IN	02/10/2022	Range supplies		\$439.80
	0531052-IN	02/10/2022	Range supplies		\$256.16
99943	02/18/2022			LC ACTION POLICE SUPPLY LTD	\$2,197.44
	Invoice	Date	Description		Amount
	434617	01/21/2022	Range supplies		\$2,197.44
99944	02/18/2022			MELINDA LEE MOXLEY	\$1,132.30
	Invoice	Date	Description		Amount
	MM021422	02/14/2022	Instructor payment		\$1,132.30
99945	02/18/2022			MICHAEL G LEW	\$163.80
	Invoice	Date	Description		Amount
	ML020822	02/08/2022	Instructor payment		\$163.80
99946	02/18/2022			MICHELE FAIA	\$682.50
	Invoice	Date	Description		Amount
	MF020822	02/08/2022	Instructor payment		\$682.50
99947	02/18/2022			MID COUNTY AUTO SUPPLY	\$1,314.93
	Invoice	Date	Description		Amount
	M-1598727	02/02/2022	Head set, head bolts, upper manifold, lifters		\$1,213.79
	M-1609495	02/10/2022	Steel brake line, brass fitting		\$9.15
	M-1605685	02/08/2022	2016 Toyota Camry air filter		\$81.05
	M-1605678	02/08/2022	Battery terminals		\$10.94
99948	02/18/2022			MISSION LINEN SUPPLY	\$34.03
	Invoice	Date	Description		Amount
	516439605	02/09/2022	Fleet uniform cleaning, towels		\$34.03
99949	02/18/2022			NATIONAL ACADEMY OF ATHLETICS	\$1,421.00
	Invoice	Date	Description		Amount
	NAA020822	02/08/2022	Instructor payment		\$637.00
	NAA021422	02/14/2022	Instructor payment		\$784.00
99950	02/18/2022			NORTH BAY FORD	\$351.53
	Invoice	Date	Description		Amount
	284204	02/07/2022	Brake rotors, brake lining kit		\$351.53

City Checks Issued February 18, 2022

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
99951	02/18/2022			PACIFIC GAS & ELECTRIC	\$19,269.00
	Invoice	Date	Description		Amount
	PGE021122-acct9	02/11/2022	February gas and electricity		\$15,130.28
	PGE020922-acct0	02/09/2022	Wharf Road Rispin Mansion utilities		\$9.98
	PGE021122-acct5	02/11/2022	Pacific Cove parking lot utilities		\$1,408.85
	PGE021322-acct7	02/13/2022	Library electricity		\$2,719.89
			1000 - General Fund	\$9,963.22	
			1300 - SLESF	\$116.85	
			1310 - Gas Tax	\$6,886.93	
			1311 - Wharf Fund	\$2,302.00	
99952	02/18/2022			PALACE BUSINESS SOLUTIONS	\$206.98
	Invoice	Date	Description		Amount
	633632-1	01/20/2022	Office supplies		\$34.68
	634312-2	01/28/2022	Ink stamp pad		\$4.60
	634312-1	01/27/2022	Stamp pad, ink refill		\$4.68
	634312-0	01/25/2022	Office supplies		\$80.62
	635235-0	02/04/2022	Cups		\$82.40
99953	02/18/2022			ROBERT M PATTERSON	\$250.00
	Invoice	Date	Description		Amount
	RMP020422	02/04/2022	Citation administrative reviews (5)		\$250.00
99954	02/18/2022			ROYAL WHOLESALE ELECTRIC	\$421.39
	Invoice	Date	Description		Amount
	7719-1014277	02/15/2022	Jade St. supplies		\$421.39
99955	02/18/2022			SALVATION ARMY	\$3,000.00
	Invoice	Date	Description		Amount
	SA020422	02/04/2022	Angel tree project donation		\$3,000.00
			1321 - BIA		
99956	02/18/2022			SANTA CRUZ AUTO CARE DETAIL	\$280.00
	Invoice	Date	Description		Amount
	6840-14	02/08/2022	Toyota Camry detail		\$280.00
99957	02/18/2022			SANTA CRUZ COUNTY INFORMATION SERVICES	\$1,360.70
	Invoice	Date	Description		Amount
	ISD020122	02/01/2022	January open query SCAN charges		\$655.71
	Radio Shop 12/21	01/27/2022	October - December equipment maintenance		\$704.99
99958	02/18/2022			SANTA CRUZ SENTINEL	\$579.20
	Invoice	Date	Description		Amount
	0001323973	01/31/2022	January classified advertising		\$579.20

City Checks Issued February 18, 2022

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
99959	02/18/2022			SHANTA SHENOY	\$362.48
	Invoice	Date	Description		Amount
	SS020822	02/08/2022	Instructor payment		\$362.48
99960	02/18/2022			SIRCHIE	\$276.47
	Invoice	Date	Description		Amount
	0527662-IN	01/19/2022	Evidence supplies		\$276.47
99961	02/18/2022			SOQUEL CREEK ANIMAL HOSPITAL	\$75.00
	Invoice	Date	Description		Amount
	67883	01/31/2022	K-9 vaccinations		\$75.00
99962	02/18/2022			SOQUEL CREEK WATER DISTRICT	\$3,487.47
	Invoice	Date	Description		Amount
	06-14476-0020322	02/03/2022	430 Kennedy Drive water service		\$141.32
	42-14952-0012722	01/27/2022	Cortez Park irrigation		\$141.56
	42-15297-0012722	01/27/2022	426 Capitola Ave irrigation		\$136.94
	42-15751-0112722	01/27/2022	2005 Wharf Road irrigation		\$60.36
	42-15969-0012722	01/27/2022	Lawn Way irrigation		\$59.08
	42-16122-0012722	01/27/2022	Esplanade fountain irrigation		\$60.49
	42-10504-0012722	01/27/2022	Cliff Drive irrigation		\$59.08
	42-11090-0112722	01/27/2022	Capitola Road irrigation		\$136.94
	42-11467-0012722	01/27/2022	Jade Street park irrigation		\$1,190.86
	42-11517-0012722	01/27/2022	41st Avenue irrigation		\$136.94
	42-14404-0012722	01/27/2022	Monterey Ave. Nobel Gulch Park irrigation		\$59.08
	42-16130-0012722	01/27/2022	Wharf Road irrigation		\$59.08
	42-16136-0012722	01/27/2022	1400 Wharf Road irrigation		\$380.98
	42-16407-0012722	01/27/2022	Bay Ave. irrigation		\$59.08
	34-18508-0012622	01/26/2022	1510 McGregor Drive water service		\$30.60
	42-14431-0012722	01/27/2022	Monterey Ave irrigation		\$656.54
	42-17688-0012722	01/27/2022	Lawn Way irrigation		\$59.46
	42-18238-0012722	01/27/2022	Capitola Road irrigation		\$59.08
			1000 - General Fund	\$3,106.49	
			1311 - Wharf Fund	\$380.98	
99963	02/18/2022			STAPLES ADVANTAGE	\$394.43
	Invoice	Date	Description		Amount
	8064968363	01/22/2022	Business card holder, Purell, wipes, paper plates, sharpies		\$192.17
	8065048206	01/29/2022	Wipes, Lysol spray, pens, stamps		\$202.26
99964	02/18/2022			SUMMIT UNIFORMS	\$2,275.00
	Invoice	Date	Description		Amount
	78114	12/23/2021	New employee uniform		\$2,275.00

City Checks Issued February 18, 2022

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
99965	02/18/2022			THE HOME DEPOT PRO	\$1,207.13
	Invoice	Date	Description		Amount
	667800163	02/09/2022	Janitorial supplies		\$1,207.13
99966	02/18/2022			TODD HANSON	\$2,668.00
	Invoice	Date	Description		Amount
	00017	02/01/2022	February BIA marketing, website management, media boost 1321 - BIA		\$2,668.00
99967	02/18/2022			UPEC LIUNA LOCAL 792	\$719.00
	Invoice	Date	Description		Amount
	UPEC022822	02/09/2022	February UPEC dues 1001 - Payroll		\$719.00
99968	02/18/2022			UPS	\$25.67
	Invoice	Date	Description		Amount
	0000954791072	02/12/2022	PD shipping		\$25.67
99969	02/18/2022			US BANK EQUIPMENT FINANCE	\$103.57
	Invoice	Date	Description		Amount
	464363233	02/03/2022	Recreation copier leases		\$103.57
99970	02/18/2022			US BANK EQUIPMENT FINANCE	\$288.83
	Invoice	Date	Description		Amount
	464344829	02/03/2022	PD copier lease		\$288.83
99971	02/18/2022			US BANK EQUIPMENT FINANCE	\$26.06
	Invoice	Date	Description		Amount
	464363449	02/03/2022	Recreation copier lease		\$26.06
99972	02/18/2022			US BANK PARS Acct 6746022400	\$378.66
	Invoice	Date	Description		Amount
	PARS020522	02/11/2022	PARS contributions PPE 2/5/22 1001 - Payroll		\$378.66
99973	02/18/2022			VITAL RECORDS HOLDING LLC	\$314.58
	Invoice	Date	Description		Amount
	2452641	01/31/2022	January record storage, deliveries		\$314.58

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
99974	02/18/2022			WELLS FARGO BANK	\$8,483.30
	Invoice	Date	Description		Amount
	WF020322	02/03/2022	January credit card charges		\$8,483.30
			1000 - General Fund	\$6,930.53	
			1311 - Wharf Fund	\$209.63	
			2211 - IT Fund	\$668.14	
			2212 - Equipment	\$675.00	
			Purchases over \$500:		
			Enterprise	\$675	Recreation van transfer fee
			CPCA	\$725	Police chief training
			eBay	\$588.60	Diagnostic tool
			Indeed	\$500.15	Job postings
			PDNC.	\$668.14	Tech
			Uplift Desk	\$2,219.24	Standings desks, monitor arms
99975	02/18/2022			WITMER TYSON IMPORTS INC.	\$650.00
	Invoice	Date	Description		Amount
	T14348	02/09/2022	January K-9 training		\$650.00
99976	02/18/2022			Ana Paris	\$13.60
	Invoice	Date	Description		Amount
	2005556.002	02/14/2022	Class refund		\$13.60
99977	02/18/2022			Ann Azevedo	\$65.70
	Invoice	Date	Description		Amount
	2005554.002	02/14/2022	Class refund		\$65.70
99978	02/18/2022			Caroline Hoagland	\$500.00
	Invoice	Date	Description		Amount
	18-0410	02/03/2022	Tree deposit refund 403 Pilgrim Dr.		\$500.00
99979	02/18/2022			Cassie Miller	\$31.00
	Invoice	Date	Description		Amount
	500124826	02/07/2022	Citation refund		\$31.00
99980	02/18/2022			Charlotte Villemoes	\$58.00
	Invoice	Date	Description		Amount
	2005557.002	02/15/2022	Class refund		\$58.00
99981	02/18/2022			Cheryl Bower	\$308.50
	Invoice	Date	Description		Amount
	2005533.002	02/08/2022	Account balance refund		\$308.50

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
99982	02/18/2022			Jeff Putney Construction	\$500.00
	Invoice	Date	Description		Amount
	22-0011	02/03/2022	Tree deposit refund 318 Capitola Ave.		\$500.00
99983	02/18/2022			Kerry Cordy	\$96.00
	Invoice	Date	Description		Amount
	500124799	02/09/2022	Citation refund		\$96.00
99984	02/18/2022			Lisa Binkley	\$100.80
	Invoice	Date	Description		Amount
	2005555.002	02/14/2022	Painting class refund		\$100.80
99985	02/18/2022			Luz Dunn	\$80.00
	Invoice	Date	Description		Amount
	2005553.002	02/14/2022	Class refund		\$80.00
99986	02/18/2022			Nellie Aube	\$96.00
	Invoice	Date	Description		Amount
	702129534	02/07/2022	Citation refund		\$96.00
99987	02/18/2022			Nextstage Productions	\$150.00
	Invoice	Date	Description		Amount
	NP013122	01/31/2022	Window decoration contest winner 1321 - BIA		\$150.00
99988	02/18/2022			Pacific Gas & Electric Co.	\$1,200.00
	Invoice	Date	Description		Amount
	21-0167	02/03/2022	Tree permit refund #21-0167		\$1,200.00
99989	02/18/2022			Peter Blackwell	\$82.00
	Invoice	Date	Description		Amount
	21-0408	02/03/2022	111 Capitola Ave. CUP deposit refund		\$82.00
99990	02/18/2022			Phi Nguyen	\$96.00
	Invoice	Date	Description		Amount
	500125091	02/09/2022	Citation refund		\$96.00
99991	02/18/2022			Suzanna Magdaleno	\$380.00
	Invoice	Date	Description		Amount
	200136560	01/27/2022	Citation refund		\$380.00

City Checks Issued February 18, 2022

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
99992	02/18/2022			Walnut Ave. Family & Women's Center	\$150.00
	Invoice	Date	Description		Amount
	WAF013122	01/31/2022	Window decoration contest winner 1321 - BIA		\$150.00
Check Totals:					\$114,140.26
EFT					
1279	02/11/2022			WELLS FARGO BANK	\$1,135.22
	Invoice	Date	Description		Amount
	WF021122	02/11/2022	February client analysis charges		\$1,135.22
1280	02/15/2022			CalPERS Member Services Division	\$55,959.16
	Invoice	Date	Description		Amount
	1002046680-4	02/11/2022	PERS contributions PPE 2/5/22 1001 - Payroll		\$55,959.16
1281	02/15/2022			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$7,980.59
	Invoice	Date	Description		Amount
	0-233-300-576	02/11/2022	State taxes PPE 2/5/22 1001 - Payroll		\$7,980.59
1282	02/15/2022			INTERNAL REVENUE SERVICE	\$27,105.90
	Invoice	Date	Description		Amount
	75851837	02/11/2022	Federal taxes & Medicare PPE 2/5/22 1001 - Payroll		\$27,105.90
1283	02/16/2022			STATE DISBURSEMENT UNIT	\$1,575.68
	Invoice	Date	Description		Amount
	38750811	02/11/2022	Employee garnishments PPE 2/5/22 1001 - Payroll		\$1,575.68
1284	02/15/2022			VOYA FINANCIAL	\$7,746.57
	Invoice	Date	Description		Amount
	VOYA021122	02/11/2022	Employee 457 contributions PPE 2/5/22 1001 - Payroll		\$7,746.57
EFT Totals:					\$101,503.12

City Checks Issued February 18, 2022

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
Main City Totals				Count	Total
Checks				80	\$114,140.26
EFTs				6	\$101,503.12
All				86	\$215,643.38
Payroll Totals					
Checks				0	\$0.00
EFTs				91	\$165,883.60
All				91	\$165,883.60
Grand Totals:					
Checks				80	\$114,140.26
EFTs				97	\$267,386.72
All				177	\$381,526.98

Capitola City Council

Agenda Report

Meeting: March 10, 2022

From: City Manager Department

Subject: Receive Update on Pandemic Response and Consider Adopting Proposed 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.

Background: In December 2019, an outbreak of a respiratory illness linked to the novel coronavirus (COVID-19) was first identified. In March 2020, the State of California, the County of Santa Cruz, and the City of Capitola each declared a state of emergency due to the virus. Also in March 2020, the World Health Organization declared COVID-19 a pandemic.

State and local health officers issued health orders to stop the spread of COVID-19; in Santa Cruz County this included March, April, and May 2020 Shelter-In-Place orders that were more restrictive than statewide guidance. Since then, the County Health Officer has incorporated all Orders of the State Public Health Officer, which set baseline statewide restrictions on travel and business activities.

As of March 2, 2022, more than 5.9 million people worldwide have died of COVID-19. This is likely an undercount of all those that have died from the virus. There have been 438 million cases reported worldwide. At least 5.2 million children have lost a parent or caretaker due to the virus.

Since the beginning of the pandemic in the United States more than 950,785 people have died from the virus and more than 78.9 million COVID-19 cases have been reported. According to November 2021 reports, one in 500 children in the U.S. has lost a parent or caregiver to COVID.

Discussion: Since the beginning of the pandemic, 84,928 deaths due to COVID-19 have been reported in California; there is currently a daily average of 174 deaths a day, up from 169 per day two-weeks ago. According to date from March 2, 2022, the average new COVID-19 case count per 100k was 15.4 (down from 42.3 on February 17 and from 127.6 on February 4).

Boosters

You are eligible for a booster shot if:

- 1) You got a Pfizer or Moderna vaccine at least 6 months ago
- 2) If you got a Johnson & Johnson vaccine at least 2 months ago

Booster shots can be a different vaccine brand than you received before, as long as you completed your original vaccine series (one dose of Johnson & Johnson or two doses of Pfizer or Moderna). As of March 2, 2022, there are 219,944 (or 79.97%) people vaccinated with at least one dose, and 202,822 (73.75%) are fully vaccinated.

Local Case Numbers and Statistics in Santa Cruz County

On February 17, the total known case count was at 45,272 with 4,115 active cases.

On March 3, the total known case count was at 46,601 with 1,433 active cases.

While it appears that Santa Cruz County experienced an intense Omicron surge like the rest of the Country, the County seems to have peaked locally and is beginning a “bumpy” path to fewer active cases.

Over the past two weeks, five County residents have been lost to COVID, bringing the total deaths due to COVID-19 count to 254.

Changes to State Mask Mandate

On February 28, the California Department of Public Health updated its guidance on facial coverings. There are no longer distinctions regarding vaccination status in the masking guidance.

Everyone is required to wear masks in:

- Public transit and in stations, terminals, and airports
- Indoors in K-12 schools and childcare (through March 11)
- Healthcare settings
- Emergency shelters and cooling and heating centers
- State and local correctional facilities and detention centers
- Homeless shelters
- Long-term care settings and adult and senior care facilities

Masks are strongly recommended for everyone in:

- Indoor public settings (including K-12 schools and daycare beginning March 12)
- Retail
- Restaurants
- Theaters
- Family entertainment centers
- Meetings
- State and local government offices that serve the public

The U.S. Government is giving out free N95 masks to those that need them. Each person is eligible for three masks, and masks will be available at community health centers, pharmacies, and other stores. Locally, Walgreens and CVS are currently distribution points.

At-home tests are now more readily available at many drug stores. Four free rapid antigen at-home tests are also available for all residents, provided by the federal government. Shipments are limited per household, and you can sign up for your free delivery through the United States Postal Service with this link: <https://special.usps.com/testkits>. Tests are generally delivered within a week-and-a-half of ordering.

City Hall Operations

City Hall has been open to the public since June 2020 in one configuration or another, dependent upon applicable health guidance and local COVID-19 case levels. Now that the Omicron surge is seemingly on a decline, Staff has returned to the COVID-default setup, with the lobby open to one member of the public at a time.

Virtual/Teleconferencing Meetings & In-Person Meetings

The Governor signed Assembly Bill 361 on September 16, 2021. The Bill allows cities to continue virtual meetings (much as Capitola City Council Meetings function now) as long as the state is under a proclaimed state of emergency; through 2024 when the bill will sunset. The Bill requires legislative bodies to comply with the requirements set forth in Government Code section 54953(e)(2) to ensure the public can safely participate and observe local government meetings. One of the requirements is for Council to adopt findings every thirty days.

Attached is a resolution that makes the following findings:

- 1) Find that current conditions authorize teleconference public meetings, based on the Governor's state of emergency regarding the COVID-19 Pandemic
- 2) Authorize legislative bodies to conduct teleconference meetings, allowing Capitola City Council, Planning Commission, and other advisory bodies to continue to meet using Zoom.

Because COVID-19 case numbers are consistently decreasing, there is a renewed interest in holding City Council meetings in person at the Capitola Council Chambers. More information regarding this potential transition will be provided in an agenda item for the March 24, 2022, City Council meeting.

Fiscal Impact: Fiscal impacts are continually reviewed by Staff as business restrictions and consumer behaviors change in our community. In addition, the City Council has set aside \$600,000 to help ensure the City has available resources should the pandemic result in further unforeseen impacts, which remains in the approved FY 2021/22 Budget.

Attachments:

1. Proposed Teleconferencing resolution

Report Prepared By: Chloé Woodmansee, City Clerk

Approved By: Jamie Goldstein, City Manager

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA AND ON BEHALF OF COMMISSIONS AND COMMITTEES CREATED BY THE CITY COUNCIL PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54952(b) AUTHORIZING TELECONFERENCE MEETINGS IN COMPLIANCE WITH AB 361 (GOVERNMENT CODE SECTION 54953(e)) TO CONTINUE TO ALLOW MEMBERS OF THE PUBLIC TO SAFELY PARTICIPATE IN LOCAL GOVERNMENT MEETINGS

WHEREAS, the City Council is committed to ensuring public access to observe and participate in local government meetings; and

WHEREAS, all meetings of the City Council and other legislative bodies created pursuant to Government Code Section 54952(b) are open and public, as required by the Ralph M. Brown Act, so that any member of the public may participate in local government meetings; and

WHEREAS, the recently adopted AB 361, codified at Government Code section 54953(e), makes provisions for remote teleconferencing participation in local government meetings, without compliance with the requirements of 54953(b)(3), during a Governor-proclaimed state of emergency and if the local legislative body determines, by majority vote, that as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees, and

WHEREAS, on March 4, 2020, Governor Newsom proclaimed a State of Emergency due to the outbreak of respiratory illness due to a novel coronavirus (now known as COVID-19) and that State of Emergency is still in effect in the State of California; and

WHEREAS, on March 12, 2020, the Capitola City Council proclaimed the existence of a local emergency due to the worldwide spread of the coronavirus with Resolution No. 4168, pursuant to Section 8.08.020 of the Capitola Municipal Code and Section 8625 of the California Emergency Services Act in response to the COVID-19 pandemic; and

WHEREAS, COVID-19 continues to threaten the health and lives of City residents; and

WHEREAS, the SARS-CoV-2 Delta Variant (Delta Variant) is highly transmissible in indoor settings; and

WHEREAS, on July 28, 2021, the California Department of Public Health issued guidance calling for the use of face coverings and stating that the Delta Variant is two times as contagious as early COVID-19 variants, leading to increasing infections, the Delta Variant accounts for over 80% of cases sequenced, and cases and hospitalizations of COVID-19 are rising throughout the state; and

WHEREAS, the Delta Variant has caused, and will continue to cause, conditions of imminent peril to the health safety of persons within the City; and

WHEREAS, on October 14, November 23, and December 9, 2021, January 13, February 10, and February 27, 2022, the City Council adopted a resolution proclaiming the need to meet by teleconference pursuant to Government Code Section 54953; and

WHEREAS, the City Council, acting as a legislative body pursuant to Government Code section 54952(a) and for the benefit of the commissions, committees and other bodies that were created by the City Council pursuant to Government Code section 54952(b) (collectively referred to as "Legislative Bodies"), finds that the current conditions meet the circumstances set forth in Government Code section 54953(e)(3) to allow Legislative Bodies to continue to use teleconferencing to hold open and public meetings if the Legislative Bodies comply with the

requirements set forth in Government Code section 54953(e)(2) to ensure the public can safely participate in and observe local government meetings.

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

- 1. Recitals. The Recitals set forth above are true and correct and are hereby incorporated by this reference.

- 2. Find that Current Conditions Authorize Teleconference Public Meetings of Legislative Bodies. The City Council has reconsidered the circumstances of the state of emergency and finds that based on the California Governor’s continued declaration of a State of Emergency and current conditions, meeting in person would present imminent risks to the health or safety of attendees, such that the conditions continue to exist pursuant to Government Code section 54953(e)(3) to allow Legislative Bodies to use teleconferencing to hold public meetings in accordance with Government Code section 54953(e)(2) to ensure members of the public have continued access to safely observe and participate in local government meetings.

- 3. Authorize Legislative Bodies to Conduct Teleconference Meetings. The Legislative Bodies are hereby authorized to take all actions necessary to carry out the intent and purpose of this Resolution, including conducting open and public meetings in accordance with Government Code section 54953(e)(2) and other applicable provisions of the Brown Act.

I HEREBY CERTIFY that the foregoing resolution was PASSED and ADOPTED by the City Council of the City of Capitola on the 10th day of March 2022, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Sam Storey, Mayor

ATTEST: _____
Chloé Woodmansee, City Clerk

Capitola City Council

Agenda Report

Meeting: March 10, 2022

From: City Manager Department

Subject: Appoint Representative to the Commission on the Environment to fill mid-term Vacancy



Recommended Action: Appoint representatives.

Background: Cathlin Atchison announced her resignation from the Commission on the Environment in December 2021. She had previously served as Council Member Petersen's appointee, with her term ending December 31, 2022.

The vacancy was posted on the City of Capitola website and on Facebook and Instagram. One application for the vacancy was received on February 22, 2022.

Discussion: Staff recommends appointing representative to the Commission on the Environment, to serve the rest of the two-year term. If the applicant wishes to apply for a full year term (2023-2025), he will be able to do so in fall 2022.

Fiscal Impact: None.

Attachments:

1. Shepardson - Commission on the Environment Application

Report Prepared By: Chloé Woodmansee, City Clerk

Reviewed/Approved By: Jamie Goldstein, City Manager



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 Environmental Commission

Name: Shepardson Jason
Last First

Residential Neighborhood: [REDACTED]

Occupation: Doctor of Physical Therapy

Describe your qualifications and interest in serving on this Board/Commission/Committee: I am
interested in serving our community and believe our environmental impact is important to
monitor.

(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.

2-22-2022
Date

Signature of Applicant

Email to: 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 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.

Capitola City Council

Agenda Report



Meeting: March 10, 2022

From: City Manager Department

Subject: Consider Request to “Fly Thin-Blue Line” Flag during National Police Week in Accordance with Policy V-18: Outdoor Display of Governmental and Non-Governmental Flags on City Property

Recommended Action: Deny request.

Background: On May 27, 2021, City Council adopted Policy V-18: Outdoor Display of Governmental and Non-Governmental Flags on City Property. Section IV: Non-Governmental Flag Procedure states that:

“Any person wishing for the City to display a Non-Governmental flag that is not on the “Approved Non-Governmental Flags List” ... must submit a request to the City Manager’s office. Requests should be submitted at least 60 days in advance of the first date on which the flag is requested to be flown. The request must include a photograph and dimensions of the flag, and the dates on which the flag is requested to be flown. The City Council shall determine whether the request will be granted, denied, or granted in part.”

Discussion: On February 2, 2022, a member of the public submitted a flag request to the City Manager. That request was forwarded to City Council on February 3. In summary, the request is for the City to fly the “Thin Blue Line Flag” (Flag) during National Police Week, which is May 11 to May 16, 2022. The submitter writes that their intention is to fly the Flag in support of the Capitola Police and their job in protecting Capitola residents and the greater community.

National Police Week occurs every May as a collaborative effort of organizations dedicated to honoring American’s law enforcement community. Three primary organizers are responsible for the Week: the National Law Enforcement Officers Memorial Fund, the Fraternal Order of Police/Fraternal Order of Policy Auxiliary, and the Concerns of Police Survivors. The Week is generally dedicated to honoring fallen officers and supporting their families. The Thin Blue Line Flag is not officially associated with any of the three organizations and is not an official symbol of National Police Week.

The notion of the “thin blue line” can be traced back to 1854 and British battle formations. The idea of drawing a line between law/order and anarchy is the underlying sentiment of the commonly used phrase, which was popularized by Los Angeles Police Chief William H. Parker in the 1950s. Chief Parker is remembered for, among other things, his controversial and problematic legacy¹.

The official Thin Blue Line Flag was designed in 2014 by the company Thin Blue Line, USA, which reports the Flag was designed and is sold to honor the work of law enforcement officers in the United States. The Flag is a black-and-white representation of the United State flag, with the sixth stripe in blue.

¹ <https://www.sandiegouniontribune.com/news/public-safety/story/2020-07-06/the-thin-blue-line-the-complex-history-and-thoughts-behind-the-police-emblem>

The Flag is also a meaningful symbol to some in law enforcement. However, the Flag has recently become controversial for a number of reasons. This is a complicated issue that can be emotionally charged for some people. Staff has attempted to include information here that gives an overview of different perspectives.

Supporters of the Flag

The Flag is regarded by some as a symbol of law enforcement, and a way to show support of the policing vocation, law enforcement community, and the sacrifice fallen officers and their families have made for their community. Imagery of a thin blue line is commonly used by the law enforcement community, and by others to indicate support of police and the unique community to which officers and their families belong. For some the thin blue line symbol honors the commitment officers make to their community and is seen as a symbol of police solidarity.

Association & Controversy of the Flag

Several sources argue the design of the Flag conflicts with the U.S. Flag Code², which forbids the desecration of the United States Flag; stating that, “The flag should never have placed upon it, nor on any part of it, nor attached to it any mark, insignia, letter, word, figure, design, picture, or drawing of any nature”. The company website describes the design’s symbolism as “the black space above the blue line represents society, order and peace, while the black below, crime, anarchy, and chaos. The Thin Blue Line running between them, ‘law enforcement,’ keeps crime from pervading into society”. Ultimately, the American Legion, which helped draft the Flag Code, has not taken an official position regarding the Thin Blue Line Flag.

Academic publications by criminologists discuss how language and imagery such as the thin blue line can emphasize an “us versus them” mentality; creating a perceived barrier between police and those they are sworn to protect. This mentality challenges the very ideas of community policing, which Capitola Police Department is dedicated to³.

Since its creation eight years ago, the Flag has, in some high-profile cases, been displayed by extremist groups espousing white supremacist and anti-government beliefs; unfortunately, for some this is now a prominent connotation for the Flag. For those not in law enforcement and previously unfamiliar with thin blue line imagery and the Flag, this may be their only association. The Flag’s presence during the Insurrection on January 6, 2021, was so pervasive that it prompted a response from Thin Blue Line, USA, who issued the following statement: “We reject in the strongest possible terms any association of the flag with racism, hatred, bigotry, and violence. To use it in such a way tarnishes everything it and our nation stands for.”

Flag Request

The community member states his request is to demonstrate support for our police officers, who stand ready to protect our community every day. The current Flag Policy was written and adopted to directly address how the American flag is flown to honor fallen officers if tragedy takes them from duty. The Policy outlines that when an officer or first responder working for a neighboring department is lost, the City’s American flag will be flown at half-staff. Sadly, the City is currently observing this in honor of fallen Salinas Police Department officer Jorge Alvarado Jr.

² <https://www.police1.com/legal/articles/3-things-to-consider-before-you-raise-a-thin-blue-line-flag-yTymSYXUqtXZUOYi/>

³ <https://www.themarshallproject.org/2020/06/08/the-short-fraught-history-of-the-thin-blue-line-american-flag>

Alternative Potential Actions

Staff understands the desire to honor our law enforcement personnel and the undeniable dedication they demonstrate to our community. To respond to the request, and avoid potentially alienating some members of community, staff researched the history of the Thin Blue Line flag, and alternatives that other jurisdictions have developed to better accomplish the goal of honoring our Capitola Police. An “In Memoriam Flag” (Attachment 2), designed by the National Law Enforcement Officers Memorial Fund, could be added to the Policy to be flown during National Police Week to directly support the central mission of National Police Week, honoring officers and their families who made the ultimate sacrifice for their community.

As another alternative, since the City is not required to display non-governmental flags on the City flagpole, Council could repeal the “Non-Governmental Flag Procedure” portion of Administrative Policy V-18 Flag Policy (Policy) and amend the Policy to indicate that only the California State and American flags shall be flown on the City flagpole. The purpose of including the Non-Governmental Flag section in the new Policy was to allow for the City to support and build community, and to allow for the flying of non-governmental flags approved by Council. However, if Council determines the Non-Governmental Flag Procedure section is problematic or vulnerable to controversy, it can be removed from the Policy.

Council can also grant the flag request, amending Policy V-18 to fly the Thin Blue Line Flag during National Police Week.

Fiscal Impact: None.

Attachments:

1. February 2, 2022, Flag Request
2. Image of National Law Enforcement “In Memoriam” Flag
3. Administrative Policy V-18: Flag Policy

Report Prepared By: Chloé Woodmansee, City Clerk; Samantha Zutler, City Attorney

Reviewed/Approved By: Jamie Goldstein, City Manager

TJ Welch
410 Escalona Drive
Capitola, CA 95010

February 2, 2022

VIA EMAIL ONLY (jgoldstein@ci.capitola.ca.us)

City of Capitola City Manager
Capitola City Hall
420 Capitola Avenue
Capitola, CA 95010

Dear Mr. Goldstein,

I am writing to formally request the addition of the flag representing law enforcement to the approved list of Non-Governmental Flags per the City Flag Policy Number: V-18, issued May 27, 2021.

The flag, also known as the “Thin Blue Line” flag has a long history throughout the world. According to Wikipedia, its origins begin in 1854 with the Scottish highlanders who wore red coats and were identified as the thin red line, which is now associated with firefighters. In 1922, Police Commissioner Richard Enright used the phrase and in the 1950’s, Los Angeles Police Chief Bill Parker popularized the term “thin blue line” in speeches and even a TV show called The Thin Blue Line. Chief Parker used the term to reinforce the role of LAPD. As he explained, the thin blue line, representing the LAPD, was the barrier between law and order and social and civil anarchy.

Today, like no other time, our law enforcement representatives need support from the communities they serve. One only needs to watch the one news cycle to see the chaos and lack of order when our police are not supported. We are in unprecedented times regarding the unprovoked killing of police officers killed in the line of duty. The City of Capitola has an opportunity to demonstrate their support for OUR police officers that stand ready to protect our community every day by adopting the law enforcement flag as part of the Non-Governmental Flag policy and flying that flag each year during National Police Week observed in May. This year national Police Week will be observed May 11-16, 2022.

On behalf of neighbors and friends in Capitola who appreciate our police officers, I am requesting the adoption of the law enforcement flag and the flying of that flag at City Hall during National Police Officer Week.

Flag Description: US Flag in black and white with a blue stripe on the 6th row from the bottom (picture attached).

Dimensions: 4' x 6'





APPAREL

BOOKS

COLLECTIBLES

IN MEMORIAM

POLICE WEEK

ome (product-list.php?) / (product-list.php?category_id=)

Flag Memorial 3 x 5 ft. with Grommets

Price: \$ 100.00

3' x 5' flag with grommets featuring the Memorial logo. Weatherproof construction.



Qty:

1

ADD TO CART

BACK

Check Balance

ADMINISTRATIVE PROCEDURE

Number: V-18
Issued: May 27, 2021
Jurisdiction: City Council

Outdoor Display of Governmental and Non-Governmental Flags on City Property

I. Purpose

The purpose of this administrative policy is to establish uniform policies to govern the flying of the United States and California flags (“Governmental Flags”) on City-owned flagpoles, and the flying of flags other than the United States and California flag (“Non-Governmental Flags”) as an expression of the City’s official sentiments on City-owned flagpoles. The City’s flagpoles are intended to serve as a forum for expression by the City, and not a forum for expression by the public.

II. Applicability

The City shall regularly fly, on official, City-owned flagpoles, the flags of the United States of America and the State of California, and Non-Governmental flags pursuant to this Policy. Nothing set forth in this Policy is intended to prohibit or curtail individuals from displaying a flag on private property under his or her control or wearing or carrying a flag. City employees must comply with City policy.

III. Half-Staff

National flags and/or the California flag on City-owned property shall be flown at half-staff upon order of the President of the United States, or authorization by the Governor of California or the City Council of the City.

National and/or California flags on City-owned property shall also be flown at half-staff upon the death of:

- A City Councilmember, past or present;
- A current City employee;
- A City retiree having served the City for 25 or more years;
- A public safety officer (police officer, Sheriff’s deputy, or firefighter) killed in the line of duty and employed by an agency in Santa Cruz County, San Mateo County, Santa Clara County, San Benito County or Monterey County; and
- A person whose accomplishments and contributions to the community demonstrated a significant commitment to the Capitola community, as determined by the City Manager and the Mayor.

In most of the above circumstances, flags will ordinarily be flown at half-staff as soon as practicable following the notification of a death, and for an additional 48 hours. For public safety officer line of duty deaths, the flag will fly at half-staff immediately from notification of death to sunset on the day of service/funeral.

IV. Non-Governmental Flag Procedure

Any person wishing for the City to display a Non-Governmental flag that is not on the “Approved Non-Governmental Flags List” below must submit a request to the City Manager’s office. Requests should be

submitted at least 60 days in advance of the first date on which the flag is requested to be flown. The request must include a photograph and dimensions of the flag, and the dates on which the flag is requested to be flown. The City Council shall determine whether the request will be granted, denied, or granted in part.

If the request is approved, this policy may be updated to include the approved flag, time when the flag shall be displayed, and approved flag image. If the request is not approved, it shall be deemed to have been denied and shall not be reconsidered for a period of six (6) months. The City Council’s determination shall be final and not subject to appeal.

Unless otherwise noted herein, or approved by the City Council, Non-Governmental flags shall only be flown at City Hall and, when raised, shall replace the flag of the State of California, not the flag of the United States.

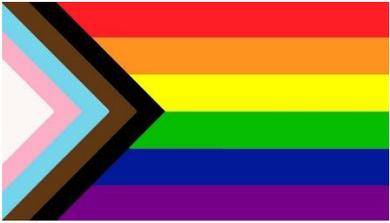
If, while a Non-governmental flag is flying for its approved time, there is reason to fly flags at Half-Staff, the Non-governmental flag shall follow the same protocol as outlined above.

The City will take responsibility for obtaining and paying for any approved Non-Governmental Flags.

Nothing set forth in this Policy is intended to prohibit or curtail individuals from displaying a flag on private property under his or her control or wearing or carrying a flag. City employees must comply with City policy.

V. Approved Non-Governmental Flag List

The following flag(s) are approved for the following locations and time periods. The City Council may update this list at its discretion.

Flag	Location	Time Period	Approved Flag Image
LGBTQ+ Pride “Progress” Flag	City Hall	June 1 – June 30	

APPROVED:

DocuSigned by:

 D05A9A7B5900485

Jamie Goldstein, City Manager

Capitola City Council

Agenda Report



Meeting: March 10, 2022

From: Department of Public Works

Subject: Receive Work Plan for Review of Parking Meter and Permit Parking Program Rates

Recommended Action: Receive a report regarding a work plan for the review and analysis of the parking meter rates and permit parking fees in the Village and surrounding neighborhoods and establish composition of ad-hoc committee.

Background: During the FY 21-22 goal setting session, City Council identified a goal to review of parking meter rates and the Village permit parking program following adoption of a permanent outdoor dining program. The outdoor dining program was adopted by the City Council on December 9, 2021, and is currently being considered by the Coastal Commission.

The current parking meter rates in the Village and permit parking fees were last reviewed and updated in 2008-09. During that process the Council formed a Blue-Ribbon Parking Committee consisting of village business owners, residents, City Council members, and Police Department personnel. The Committee met regularly during the summer and fall of 2008 and ultimately recommended changes to both the parking meter rates and permit parking fees. The Blue-Ribbon report is included as Attachment 1. The parking meter fees required adoption of Ordinance No. 936 which was adopted on February 26, 2009 and is included as Attachment 2. Changes to the permit parking program required adoption of Resolution No. 3733, which was adopted on January 22, 2009, and included as Attachment 3. This process took eight months to complete the ordinance adoption by the City Council and another six months for Coastal Commission approval.

The Finance Advisory Committee has recommended a review of meter rates and permit fees to see if they should be adjusted for inflation.

Discussion: A work plan has been developed for this process and is included as Attachment 4. Should the Council wish to proceed with this work, the first step would be to provide direction to staff on the ad-hoc advisory committee size and membership. Staff recommends establishment of an ad-hoc committee, subject to the Brown Act, to advise staff and Council regarding potential rate and rule changes for the permit and meter programs. Staff recommends the ad-hoc committee be comprised of:

- 1 to 2 Council Members
- Three City residents
- Three Village business representatives
- One Finance Advisory Committee member

Fiscal Impact: No impact with initiating the project, ultimately increases to meter rates or permit fees would provide additional general fund revenue to the City.

Attachments:

1. Capitola Parking Committee Summary and Recommendations December 2008
2. Ordinance No. 936 Amending Parking Meter Rates
3. Resolution No. 3733 Regarding Parking Permits

4. 2022 Workplan for the Study of Village Parking Meter Rate and Permit Parking

Report Prepared By: Steven Jesberg, Public Works Director

Reviewed By: Chloé Woodmansee, City Clerk; Samantha Zutler, City Attorney

Approved By: Jamie Goldstein, City Manager

Capitola Parking Committee

Summary and Recommendations

December 1, 2008

The following report reflects the unanimous view of the public members of the committee (residents and merchants), not the views of the City Council members who participated in meetings of the Committee, but did not vote on the recommendations.

Executive Summary

We are making these recommendations as a long term solution to parking in the Village. Equally, we are making these recommendations as a revenue source for administering a parking program and expanding the availability of parking in the Village proper.

Specific Recommendations:

- Increase parking meter rates from \$1.00 per hour to \$1.50 per hour in the Village (i.e. no increase in Pacific Cove or the Cliff)
- Increase parking permits:
 - Business from \$25.00 to \$50.00 per year
 - Early parking 8:00 AM-10:00 AM– no change
 - Neighborhoods – no change
 - Village from \$25.00 to \$50.00 per year
- Total increase in annual revenue approximately \$210,000
- Review the administration of the Village Preferential Permit program and make minor changes to the Rules to reduce conflicts between residents, merchants and visitors and provide reasonable access to Village parking
- Develop and fund a long-term Parking Plan
 - Establish initial funding by allocating the applicable fractional portion of the above increases to a restricted fund to be used solely for the development of additional parking in the Village of Capitola.
 - Commission the resources to develop and implement the long-term plan.

Action Items

- The Council should establish a “Parking Commission” to:
 - Develop a long-term parking plan for the Village
 - Recommend funding for the Plan
 - Administer the long-term plan through the Council and City Staff
 - Identify resources and required actions to meet the Plan
 - Identify “Pay & Display” trial areas and evaluate their effectiveness (The expectation would be that if successful, this system would replace all meters over time.)
 - Members of this Committee volunteer to participate on this “Commission”

Background

The Council requested Councilman Begun and Councilman Graves to form a “Blue Ribbon Committee” from the community to address parking related fees and issues.

Committee Organization

The organizational meeting was held at the Community Room of July 17, 2008.

- Members of the community and business owners were invited.
- Attendees at original or subsequent meetings:
 - Bob Begun – Councilman
 - Ron Graves – Councilman
 - Gary Wetsel – Merchant/resident
 - Carin Hanna – Merchant
 - Steve Woodside – Resident
 - Scott Stein – Merchant
 - Boris Seibert – Resident
 - Dennis Norton – Resident
 - Nels Westman – Resident
 - Linda Hanson – Resident
 - Ben Irao – Parking Enforcement
- Committee Officers
 - Chairman – Gary Wetsel
 - Vice Chairman – Steve Woodside
 - Secretary – Carin Hanna
- The Committee met six (6) times during the course of the summer & fall
- The Committee recognized that the priorities and desires of the residents and merchants are not always consistent. However they realize that we need to reach a common ground if we are to create a vibrant Village attractive to residents and supportive of compatible businesses and services for residents and tourist alike.

Committee Charter

- To investigate and recommend to the City Council potential parking alternatives in the Village to include:
 - Parking meter usage and fees
 - Parking permit usage and fees
 - Best usage of available parking
 - Opportunities for additional parking
 - Parking alternatives
 - Recommend long-term direction
- In conjunction with the above charter the group agreed that for every consideration or recommendation we need to understand “How a recommendation or consideration affects the Spirit of the Village of Capitola and the budget of the City of Capitola”.

Summary Information

The Committee reviewed relevant and available information.

- Financial information is based on 2008 Budget (information on prior years and more details were also provided)
 - The City is expected to generate the following revenues in Fiscal 2009:

▪ Parking Meters	\$475,200
▪ Parking Permits	\$ 27,000
▪ Fines	<u>\$555,000</u>
▪ Total	<u>\$1,057,200</u>
 - Parking related expenses \$472,900
 - Net revenue in excess of expense \$585,200
 - Note indirect expenses are not allocated in above summary
 - 77% of parking meter revenues are generated in April through October
 - Pacific Cove accounts for only 7% of total parking fee revenue (when closed 6/15 to 9/15) and only 13% when open year round.
 - Parking meters (spaces)

▪ Cliff	75
▪ Pacific Cove	232
▪ Village	<u>184</u>
▪ Total	<u>491</u>
 - Permits

▪ Village	349
▪ Neighborhoods	677
▪ Early parking 8:00 AM to 10:00AM approx.	50
▪ Business Pac Cove	<u>50</u>
▪ Total	<u>1,126</u>
 - Parking meter rates vary between neighboring communities however it is a general observation that Capitola's are currently comparable Santa Cruz. However it should be noted that Santa Cruz and most other surrounding communities have greater available parking, including free parking areas.

Observations

- Interesting to note that the City spends as much on parking enforcement as it receives in fines.
- Coin meter maintenance and collection fees continue to go up while the Pacific Cove lot has been free during the summer.

Recommendations

- Parking meter fees
 - Increase parking meter fees from \$1.00 per hour to \$1.50 per hour and maintain a two hour limit in the Village. (i.e. no increase in Pacific Cove or the Cliff) (Expected increase in annual revenue \$200,000)
- The Committee specifically recommends the implementation of “Pay and Display” parking areas on a trial basis.
 - A specific area should be set aside, with the appropriate equipment, as a “Pay and Display” trial
 - The Committee believes that this methodology would provide:
 - The opportunity to introduce credit cards for payment
 - The implementation of various pricing scenarios to maximize revenue
 - The expectation would be that this system would replace all meters over time.
- The Committee strongly recommends that the City immediately begin the development of a “Long-Term Parking Plan” including funding requirements.
 - This Committee expresses its willingness to participate in the development of such a plan.
- Parking permit fees
 - Increase business permits from \$25.00 to \$50.00 (Expected increase in annual revenue \$1,250)
 - No change in Early Parking @ \$50.00
 - Neighborhoods no change @ \$25.00
 - Increase Village from \$25.00 to \$50.00 (Expected increase in annual revenue \$8,500)

Village Preferential Parking Rules

- The Committee finds that some residents have obtained permits even though they do not qualify under the existing rules (e.g., some Village residents with two off-street parking spaces have obtained permits)
 - The Committee recommends that that City staff prepare an inventory of all Village residential units to ascertain whether the unit is eligible to purchase a Permit, and if so, how many.
 - The Committee recommends that the existing Resolution No. 3190, which establishes Village Preferential Permit Rules, be modified effective on January 1, 2009, to clarify and make minor adjustments designed to reduce conflicts between residential, business and visitor uses as follows:
 - The areas where Village Preferential Permits are invalid should be extended to include the 300 block of Capitola Avenue, and the seaside of the Esplanade up to Stockton Ave.

- The Permit eligibility area should be clarified, consistent with current administrative practice, to include the 300 block of Riverview Avenue between the trestle and Stockton Ave.
- Residential units within the Village Permit Eligibility Area which have two off street parking places should be eligible to purchase one transferable Pacific Cove parking permit.
- City staff should review the number and placement of loading zones, and increase the number of such zones to permit residents and businesses to have greater access to their properties.

Best use of available parking

- Better distribution of directions to available parking
- The Committee recommends that parking enforcement officers actively direct visitors to the Pacific Cove parking facility. Maps and similar aids should be provided
- The Committee strongly felt that the free parking at Pacific Cove from June 15th to September 15th should be retained
 - The Committee also suggests that the staff review the costs to maintain the Pacific Cove parking to the revenues generated for the balance of the year.
 - While it is impossible to quantify the value of this to the Village it is very clear that this lot was fully utilized during the free period
 - Many positive comments were received for visitors and merchants on the value of this free service.
 - *However not withstanding the above comments, the Committee would support the reinstatement of the discounted Pacific Cove parking fees as long as a portion of these revenues could be dedicated to funding a long-term parking solution.*

Opportunities for additional parking

- **There is 100% agreement that the Village “Parking & Traffic Distribution Problem” is a lack of available parking.**
- Every neighboring community has developed and implemented a long-term plan to provide adequate public parking.
- **The additional space at Lower Pacific Cove and/or City Hall is the last available space for additional parking. The Committee urgently recommends that the City retain both of these properties.**

Parking Alternatives

- Valet Parking
 - The Committee requests the City staff to actively solicit proposals for valet parking services in peak summer months.
 - A designated drop off and pick up area would be needed
 - There is potential for merchant participation in the costs through purchase discounts or validation.

Parking Enforcement

- Parking meter enforcement officers should be “Goodwill Ambassadors” to the Village and rewarded (compensated) accordingly.
 - While it is understood that their job is enforcement, this is not their only duty.
 - Their role should include answering parking questions, directing visitors to parking alternatives and being seen as goodwill ambassadors, not officers with a quota.
- It is also suggested that the current Community Volunteers be utilized during the summer months as Traffic Ambassadors where they could hand out parking maps and advice on parking to out of town visitors.

The Committee specifically requests that a “Special Fund” (separate from the General Fund) be established to provide funding for a long-term parking plan. This fund should be initially funded with the applicable fractional interest that the recommended (or approved) rate increases bear to the current rate structure.

Summary

- The topic for this Committee is perhaps one of the oldest and most neglected problems facing the Village.
- The saying is that “to find a solution you must first admit you have a problem”.
- While this Committee had limited time and resources, it is our hope that the City will acknowledge we have a shortage of available parking and act on these recommendations. Most importantly, we recommend that the City immediately put in place the resources to develop and implement a long-term plan to INCREASE AVAILABLE PARKING IN THE VILLAGE.

Thank you,
Blue Ribbon Parking Committee
Friday, April 17, 2009

COPY

ORDINANCE NO. 936

**AN ORDINANCE OF THE CITY OF CAPITOLA
AMENDING SECTION 10.36.055 OF THE CAPITOLA
MUNICIPAL CODE PERTAINING TO PARKING METER ZONES/RATES**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CAPITOLA AS FOLLOWS:

Section 1. Section 10.36.055 of the Capitola Municipal Code is hereby amended to read as follows:

10.36.055 Parking meter zones/rates.

A. The following parking meter zones are hereby established in the city of Capitola:

1. Parking Meter Zone A(1). The area labeled as Zone A(1) on the map attached hereto as Exhibit "A" found on file in the office of the city clerk, shall constitute parking meter Zone A(1). The city public works director, acting in the director's capacity as superintendent of streets, is hereby authorized to install parking meters in all public parking spaces located in Zone A(1) and to place appropriate signage in Zone A(1) relative to said metered parking. Parking meters will operate in Zone A(1) each day of the week from the hours of eight a.m. to eight p.m. The city council, by resolution or minute order, may designate days when said parking meters will not operate.

Parking Meter Zone A(1) includes parking spaces along both sides of the following streets located in and surrounding the Capitola Village:

- a. Capitola Avenue from Monterey Avenue to Beulah Drive;
- b. Monterey Avenue from Esplanade to the Union Pacific Railway;
- c. Esplanade along its entire length from Stockton Avenue to Monterey Avenue;
- d. San Jose Avenue from Capitola Avenue to Esplanade;
- e. Stockton Avenue from Capitola Avenue to Cliff Drive; and
- f. Wharf Road from Stockton Avenue to the Capitola Municipal Wharf.

2. Parking Meter Zone A(2). The area labeled as Zone A(2) on the map attached hereto as Exhibit "A" found on file in the office of the city clerk, shall constitute parking meter Zone A(2). The city public works director, acting in the director's capacity as superintendent of streets, is hereby authorized to install parking meters in all public parking spaces located in Zone A(2) and to place appropriate signage in Zone A(2) relative to said metered parking. Parking meters will operate in Zone A(2) each day of the week from the hours of eight a.m. to eight p.m. The city council, by resolution or minute order, may designate days when said parking meters will not operate.

Parking Meter Zone A(2) includes parking spaces along both sides of the following street: Cliff Drive from Stockton Avenue to the city limits.

3. Parking Meter Zone B. The city-owned parking lot adjacent to, and directly to the north and east of Capitola City Hall, portion of APN 35-141-33 located at 426 Capitola Avenue, which encompasses the area known as Pacific Cove Parking Lot, as depicted on the map attached hereto as Exhibit "B" found on file in the office of the city clerk, shall constitute Parking Meter Zone B. The city public works director, acting in the director's capacity as superintendent of streets, is hereby authorized to install parking meters in all public parking spaces located in Zone B and to place appropriate signage in zone B relative to said metered parking. Parking meters will operate in Zone B each day of the week from the hours of eight a.m. to eight p.m. The city council, by resolution or minute order, may designate days when said parking meters will not operate.

B. The following parking meter rates are hereby established in the city of Capitola:

Zone A(1) (Village Area).....	\$1.50 per hour
Zone A(2) (Cliff Drive Area).....	\$1.00 per hour
Zone B (Pacific Cove Parking Lot).....	\$0.50 per hour

Section 2. This ordinance shall take effect and be in force thirty (30) days after final adoption, or upon approval of Coastal Development Permit No. 09-002, whichever occurs last.

This ordinance was introduced on the 11th day of February, 2009, and was passed and adopted by the City Council of the City of Capitola on the 26th day of February, 2009, by the following vote:

- AYES: Council Members Graves, Storey, Nicol, Norton, and Mayor Begun
- NOES: None
- ABSENT: None
- ABSTAIN: None
- DISQUALIFIED: None

APPROVED: Robert A. Begun
Robert A. Begun, Mayor

ATTEST:
Pamela Greeninger, CMC
Pamela Greeninger, City Clerk

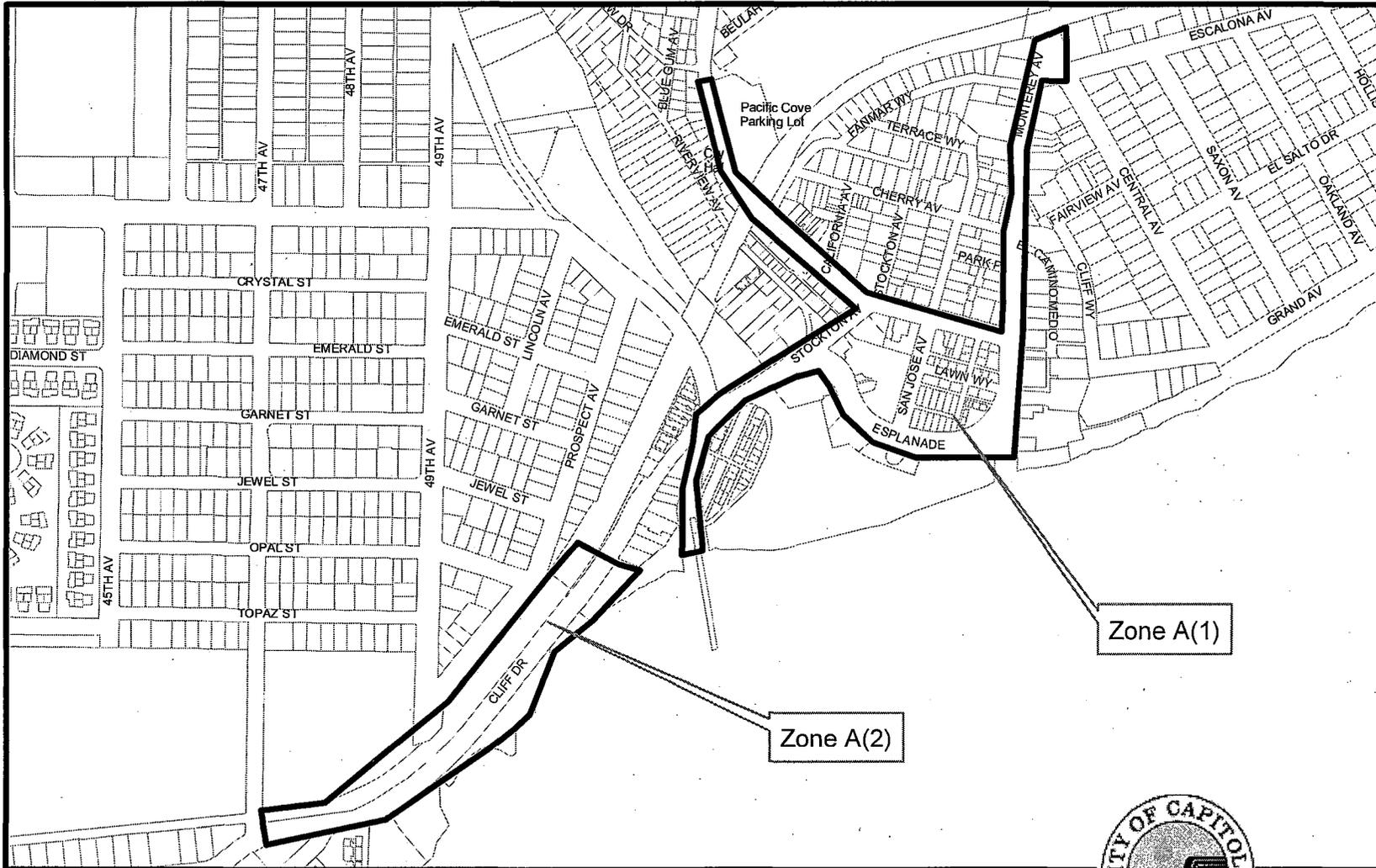
This is to certify that the above and foregoing is a true and correct copy of Ordinance No. 936 passed and adopted by the Capitola City Council on the 26th day of February, 2009.

Pamela Greeninger
Pamela Greeninger, CMC, City Clerk

City of Capitola Parking Meter Zones A(1) and A(2)

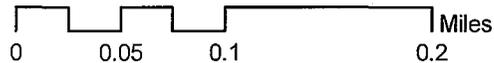
EXHIBIT A

ORDINANCE NO. 936



Zone A(1)

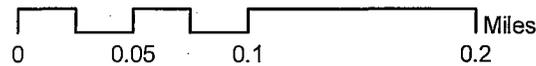
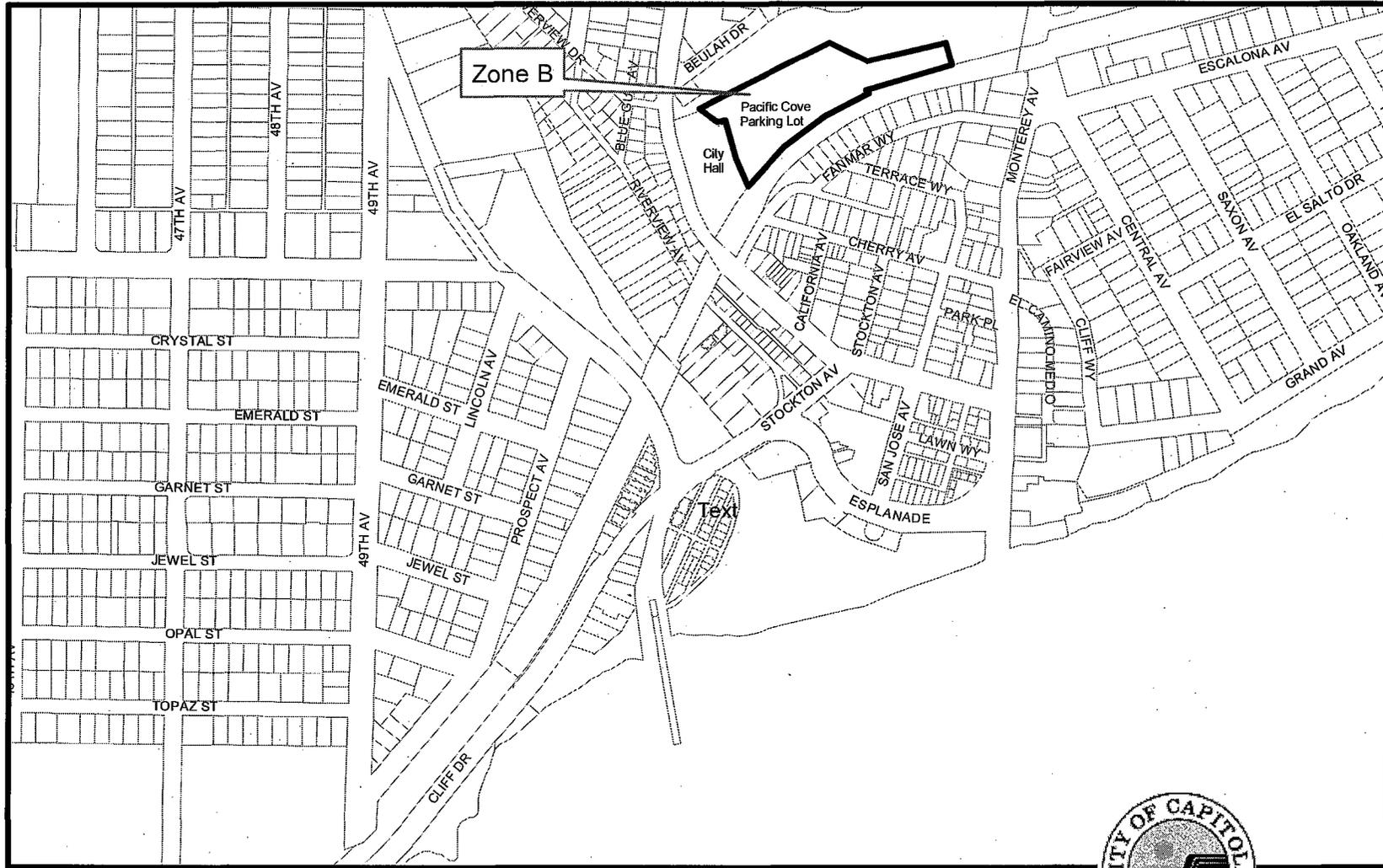
Zone A(2)



February 2009

City of Capitola Parking Meter Zone B

ORDINANCE NO. 936



February 2009

COPY

RESOLUTION NO. 3733

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA AMENDING SECTION II.E. AND SECTION III.A., PARAGRAPHS 4 AND 5, OF RESOLUTION NO. 3190, AND AMENDING THE CITY'S FEE SCHEDULE RESOLUTION NO. 3703 PERTAINING TO VILLAGE PREFERENTIAL PARKING PERMITS AND VILLAGE EMPLOYER/EMPLOYEE PERMITS

WHEREAS, the City Council of the City of Capitola held a duly noticed public hearing on January 22, 2009, to consider an Increase for Village Preferential Parking Permits and Village Employer/Employee Parking Permits; and

WHEREAS, at its meeting of January 22, 2009, the City Council received public testimony and considered a recommendation to increase the Village Parking Permit fees from \$25 per year to \$50 per year; and

WHEREAS, the City of Capitola has made available to the public the required data pursuant to Government Code Section 6601(a) for at least 10 (ten) days prior to adoption of the new fee.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Capitola as follows:

1. Section II.E. of Resolution No. 3190 is amended to read:

"E. Permit Fee. The permit fee for village preferential parking permits shall be set forth in the City's Fee Schedule resolution."

2. Section III.A., Paragraphs 4 and 5, of Resolution No. 3190 are amended to read:

"4. The permit fee for village employer/employee parking permits shall be set forth in the City's Fee Schedule resolution.

5. Village employer/employee parking permits shall expire on December 31 of the year during which the permit is issued. Permits for a given calendar year shall be issued on a "first come/first served" basis. The maximum number of village employer/employee parking permits which may be issued for any calendar year is one hundred (100). Employer/employee parking permits shall only be valid at Pacific Cove Parking Lot."

3. Resolution No. 3703 is amended as follows:

Under "Police Department Fees – Parking Permits" the Village and Neighborhood permit fee of \$25 shall be amended as follows:

Neighborhood Permit	\$25.00 per year
Village Preferential Permits	\$50.00 per year
Village Employer/Employee Permit	\$50.00 per year

BE IT FURTHER RESOLVED that this resolution shall go into effect immediately.

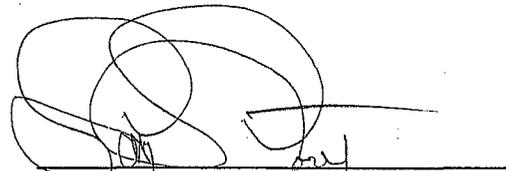
I HEREBY CERTIFY that the above and foregoing resolution was passed and adopted by the City Council of the City of Capitola at its regular meeting held on the 22nd day of January, 2009, by the following vote:

AYES: Council Members Graves, Nicol, Norton, and Vice Mayor Storey

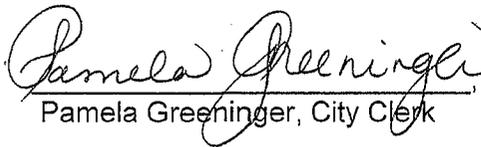
NOES: None

ABSENT: Mayor Begun

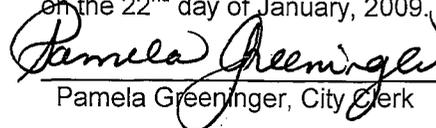
ABSTAIN: None


Sam Storey, Vice Mayor

ATTEST:

 CMC
Pamela Greeninger, City Clerk

This is to certify that the above and foregoing is a true and correct copy of Resolution No. 3733 passed and adopted by the Capitola City Council on the 22nd day of January, 2009.

 CMC
Pamela Greeninger, City Clerk

Workplan for the Study of Village Parking Meter Rates and Permit Parking Programs

Revision Date (f): March 3, 2022

Goal: Develop recommendations to the City Council for the following:

- Review and recommendations on the parking meter rates
- Review and recommendations of the rates and rules for the permit parking programs

Stakeholders

- Capitola community
- City Council
- BIA
- Coastal Commission staff
- Village Residents Association
- Capitola/Soquel Chamber of Commerce

City staff assignments

- Program oversight – Public Works Department
- Parking Meter and Parking Permit revenue and rate analysis – Finance Department
- Coastal Commission liaisons – Community Development
- Permit Parking Program Review – Police Department

Ad-hoc advisory committee appointed by Council

- 1-2 City Council members
- 3 Business owners
- 3 Residents
- 1 Finance Advisory Committee member

Preliminary information needed:

- Coastal Commission opinion
 - Overall support
 - Coastal Plan amendment
 - Individual CDP's (permitting)
- Review of existing parking rates for coastal California cities
- Review of the rules and boundaries of the existing permit parking programs authorized in the Village and surrounding neighborhoods
- Parking meter and Permit parking historic and projected revenue analysis
- Identify all necessary zoning and policy changes
- CEQA compliance review if necessary
- Inflation rates since last update

Proposed Timeline

- March
 - Advertise for ad-hoc committee member
- April
 - Council makes committee appointments
- June
 - First ad-hoc committee meeting to review
 - Coastal Commission input
 - Existing rates
 - Existing revenues
 - Develop public survey
- July and August committee meetings
- September – Presentation to the City Council
 - Receive direction
- October/November – Consider first and second reading of ordinance
- Coastal Commission approval 3-6 months
- New rates in effect Spring 2023