

# City of Capitola

## City Council Meeting Agenda

### Thursday, May 09, 2024 – 6:00 PM



City Council Chambers  
420 Capitola Avenue, Capitola, CA 95010

**Mayor:** Kristen Brown

**Vice Mayor:** Yvette Brooks

**Council Members:** Joe Clarke, Margaux Morgan, Alexander Pedersen

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#### Closed Session – 5:30 PM

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

- i. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Govt. Code § 54957(b))  
City Council's Annual Performance Evaluation of the City Manager
- ii. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov't Code § 54956.8)  
Property: Capitola Wharf Buildings, 1400 Wharf Road (APN: 034-072-01)  
City Negotiator: Jamie Goldstein, City Manager  
Negotiating Parties: JFS Incorporated (dba Capitola Boat and Bait)  
Under Negotiation: Price and terms of payment

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

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

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

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

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

#### 3. Report on Closed Session

#### 4. Additional Materials

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

A. Item 8A - Correspondence Received

#### 5. Oral Communications by Members of the Public

*Oral Communications allows time for members of the Public to address the City Council on any "Consent Item" on tonight's agenda, or on any topic within the jurisdiction of the City that is not on the "General Government/Public Hearings" section of the Agenda. Members of the public may speak for up to three minutes, unless otherwise specified by the Mayor. Individuals may not speak more*

*than once during Oral Communications. All speakers must address the entire legislative body and will not be permitted to engage in dialogue. A maximum of 30 minutes is set aside for Oral Communications.*

## 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.** City Council Meeting Minutes

Recommended Action: Approve minutes from the regular meeting on April 25, 2024.

**B.** City Check Registers

Recommended Action: Approve check registers dated April 19, 2024, and April 26, 2024.

**C.** Freeway Maintenance Agreement for Portions of Highway 1

Recommended Action: Approve the Freeway Maintenance Agreement (FMA) with the State of California Department of Transportation (Caltrans) and authorize the City Manager and Mayor to execute the agreement.

**D.** Long Term Usage of the Capitola Wharf

Recommended Action: Authorize staff to issue a Request for Proposals for outreach, planning and design services for the long-term Capitola Wharf Use and Structure Plan.

## 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.** Temporary Wharf Use Plan

Recommended Action: Review the Temporary Wharf Plan and direct staff to apply for permits for the temporary use plan with the California Coastal Commission.

**B.** FAC Bylaws Amendment

Recommended Action: Adopt a resolution amending the Finance Advisory Committee Bylaws to change the composition of membership.

## 9. Adjournment - The next meeting of the City Council is on May 16, 2024 at 6:00 PM.

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### How to View the Meeting

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

#### Other ways to Watch:

Spectrum Cable Television channel 8

City of Capitola, California YouTube Channel



**To Join Zoom Application or Call in to Zoom:**

Meeting

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

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

Meeting ID: **833 2817 3113**

Meeting Passcode: **678550**

**How to Provide Comments to the City Council**

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

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

**Agenda and Agenda Packet Materials:** The City Council Agenda and the complete Agenda Packet are available for review on the City's website and at Capitola City Hall prior to the meeting. Need more information? Contact the City Clerk's office at 831-475-7300.

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

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

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

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

**Gautho, Julia**

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**From:** Constance LaMar <clamar@icloud.com>  
**Sent:** Monday, May 6, 2024 9:40 AM  
**To:** City Council  
**Cc:** Constance LaMar  
**Subject:** Capitola Wharf Project

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dear City Council Members:

I am writing this letter to express my support for the rebuilding of the Capitola Wharf to include Capitola Boat and Bait, food trucks and local music. I also support having yoga and other exercise classes at end of the wharf. These businesses are vital to the public both local and visiting as tourism drives our economy.

I am a local resident of Capitola and often walk the wharf and bring family and friends to enjoy fishing, dining, and being out in the ocean without actually being in the water. We Capitolans are very fortunate to have these experiences to enjoy and to share.

Please keep Capitola one of the most enjoyable places to live in and to visit on the California coast by including and supporting these businesses.

Sincerely,  
Connie LaMar  
4160 Jade St. Space 71  
Capitola, CA 95010

Sent from my iPad

**Gautho, Julia**

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**From:** Ron Hart <ron@ronhart.us>  
**Sent:** Monday, May 6, 2024 3:57 PM  
**To:** City Council  
**Subject:** Boat and Bait shop on the Wharf.

I would like the Boat and Bait shop to continue on the Wharf.  
It is part of our history and should stay a central part of our community.

Ron Hart  
831.320.0602

**Gautho, Julia**

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**From:** Frank Rimicci Jr. <frankeej@msn.com>  
**Sent:** Monday, May 6, 2024 7:40 PM  
**To:** City Council  
**Subject:** Wharf entertainment

Hi all, I think the food trucks are a good start. The big fish tank was always cool to see the examples of local sea critters. I think boat rentals are the biggest thing going out there along with pier fishing, live bands and SUP rentals. Talk soon, Frank Rimicci Jr. Corralitos

**Gautho, Julia**

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**From:** Aimm Allamia <aimm.allamia@gmail.com>  
**Sent:** Monday, May 6, 2024 6:46 PM  
**To:** City Council  
**Subject:** Capitola Wharf

May 6, 2024

Capitola City Council  
420 Capitola Avenue  
Capitola, CA 95010

Dear Members of the Capitola City Council,

As a proud resident and business owner in Capitola for the past 18 years, I am writing to express my strong support for the revitalization of the Capitola Wharf. The Capitola Wharf holds a special place in the heart of our community and has historically played a crucial role in our local economy.

I firmly believe that rebuilding the Capitola Wharf is essential for the economic prosperity of our city. I advocate for the inclusion of a restaurant with entertainment and a Boat and Bait shop, reminiscent of the amenities that once graced our beloved wharf. If we can bring back the Boat and Bait shop that was there before and the Wharf House, that would be ideal. These establishments were not only cherished by locals but also attracted a significant influx of tourists, particularly during the summer months, thereby boosting our local economy throughout the year.

Furthermore, I urge the council to consider expanding the scope of the wharf's offerings. By enlarging the wharf to accommodate additional restaurants, as well as incorporating a kayaking shop and a surf shop, we can further capitalize on Capitola's natural beauty and outdoor recreational opportunities. Such enhancements would not only attract more visitors but also provide additional amenities for residents to enjoy.

The revitalization of the Capitola Wharf presents a tremendous opportunity to breathe new life into our community and solidify Capitola's status as a premier destination on the California coast. I urge the council to carefully consider these proposals and take decisive action to ensure the successful restoration and enhancement of the Capitola Wharf.

Thank you for your attention to this matter. I look forward to seeing the Capitola Wharf once again thrive as a vibrant hub of activity and a source of pride for our community.

Sincerely,

Alla Mia Basaldua

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Alla Mia Basaldua/Director  
American Institute of Medical Massage



**Gautho, Julia**

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**From:** Gayle Livanos <glaurativ@gmail.com>  
**Sent:** Monday, May 6, 2024 5:06 PM  
**To:** City Council  
**Subject:** boat and bait

Dear Council members,

I want to add my voice to the hundreds of community residents who support the boat and bait (and gift) shop.

I cannot imagine the wharf without this charming business. We want our very important tourists to be able to wander out there and have something to do - fish, shop, rent a little boat. It completely adds to the ambiance of the village. And maybe have some music again! And maybe be able to get some ice cream or a snack! And I too want to be able to enjoy it again.

Thank you for your consideration of this project.

Gayle Livanos

**Gautho, Julia**

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**From:** HEIDI BOLEN <hbolen@comcast.net>  
**Sent:** Tuesday, May 7, 2024 12:35 PM  
**To:** City Council  
**Subject:** Boat and Bait needs to be on the update pier

Hi

I live in Capitola and have done so for many years. Boat and Bait has been an important part of the Capitola Pier and my family has enjoyed the adventures we've had on the boats. It is amazing and fun. It would be a very sad time for the venue to not be back on the pier. Please do everyone good and put it back, not only for our sake but for the sake of the town and the owners.

Please do everything possible to get it back.

Thank you,  
Heidi Bolen

**Gautho, Julia**

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**From:** Martha Robinson <surf3000@sbcglobal.net>  
**Sent:** Tuesday, May 7, 2024 2:25 PM  
**To:** City Council  
**Subject:** Capitola Boat and Bait on the Capitola wharf.

To Capitola City Council

I hope my email reaches you as another input about the rebirth of the Capitola Wharf.

From what I read and hear most the options your giving Capitola boat and Bait are minimal and a bit insulting in my view. You want the wharf to be cool and wonderful and have a business that can support itself and be arty and a real addition to Capitola. Not just a trailer. I know Dave Morris to be an incredible craftsman and you'd be better off giving him leeway to crate the space and the artistic freedom to make it special and most importantly to be able to be as profitable or more so than before the storm.

You all need to enjoy this rebuilding project to be proud of it.

It's on the wharf. Our wharf. The Capitola wharf. Be generous here where all will see the results and if you had the sight to vision a really good thing developed on the wharf .

Otherwise you are in all eyes shooting yourselves in the foot in front of everyone and will have egg on your face I'm afraid.

If I'm off base in my understanding of issues and your offers I apologize. I just want to push for a great wharf experience like Dave's willing to make it if given latitude.

Thanks for hearing me

Marti Robinson

Surf3000@sbcglobal.net

By

Sent from my iPhone

**Gautho, Julia**

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**From:** sharon lee <sharonjlee1218@gmail.com>  
**Sent:** Tuesday, May 7, 2024 8:40 PM  
**To:** City Council  
**Subject:** Boat & Bait Capitola Wharf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

We are very concerned about the lack of opportunities for fishing with the demolishing of the Boat and Bait on the pier. Many locals as well as visitors have benefitted greatly from renting boats and fishing from our beloved wharf. Please allow the Boat and Bait to be able to serve the community in a temporary building. There has already been such a loss of income and opportunities due to the unfortunate storms during 2023 & 2024.

Sincerely, Patrick & Sharon Rooney

**Gautho, Julia**

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**From:** Diana Coatney <coatney.diana@gmail.com>  
**Sent:** Wednesday, May 8, 2024 10:29 AM  
**To:** City Council  
**Subject:** Capitola Wharf

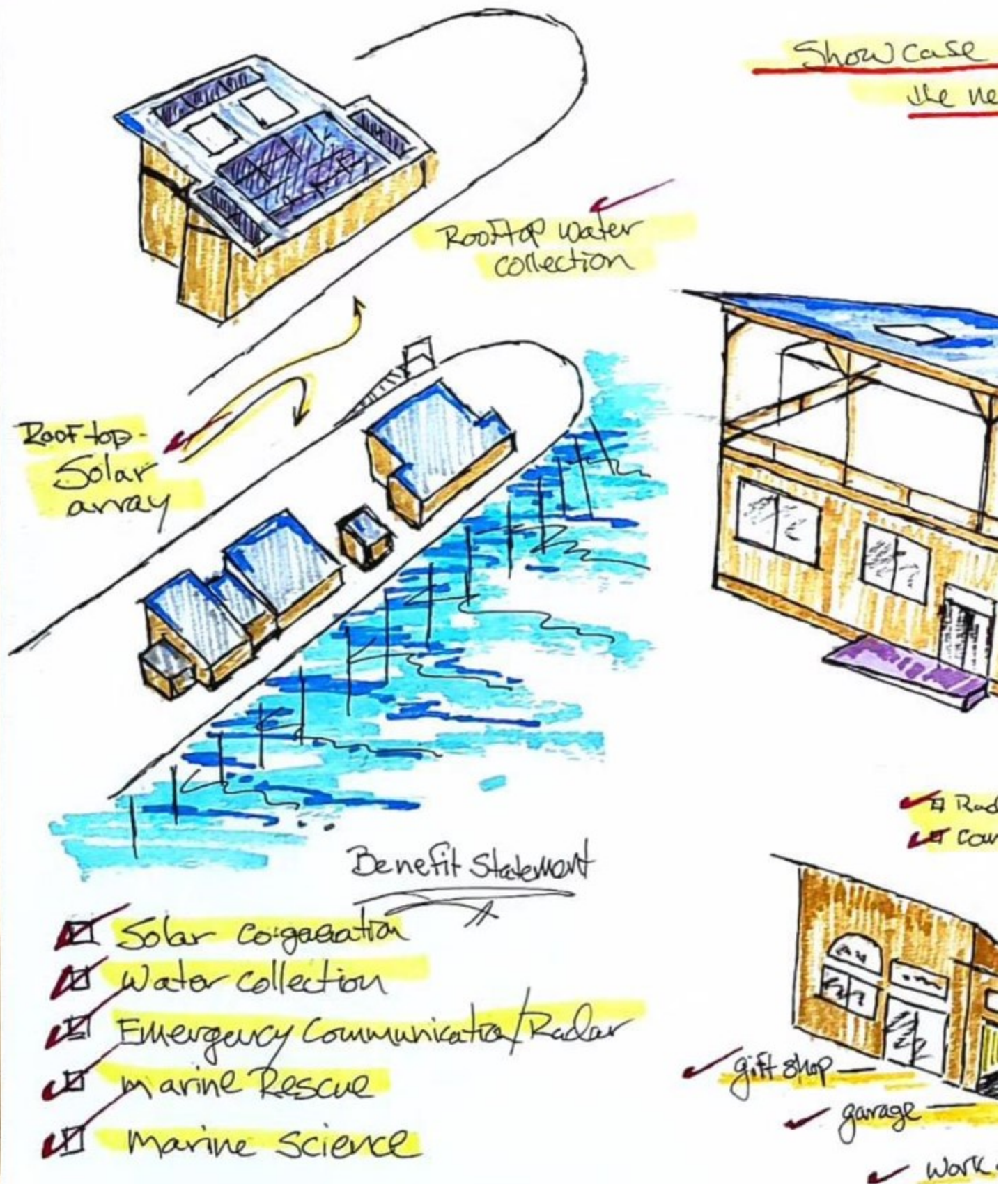
**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dear City Council:

I would like to throw my support behind Ed Martinez' design for the wharf. It is forward thinking and will draw both locals and visitors to the village, creating revenue for the city.

Warm Regards  
Diana Coatney  
Capitola voter (1836 48th Ave)  
C. 1 831 334 5453





Sent from my iPhone

**Gautho, Julia**

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**From:** Peter Kellison <peter@kellisoncompany.com>  
**Sent:** Wednesday, May 8, 2024 3:13 PM  
**To:** City Council  
**Subject:** Public Comment May 9, 2024; Capitola Wharf Rebuilding Project

Peter & Heidy Kellison  
302 Fanmar Way  
Capitola, CA 95010  
[peter@kellisoncompany.com](mailto:peter@kellisoncompany.com)

May 8, 2024  
City Council  
City of Capitola  
420 Capitola Avenue  
Capitola, CA 95010

Dear Members of the City Council:

We are writing to support the rebuilding of the Capitola Wharf, essential to our community's charm and economy. The wharf embodies cherished experiences; it is what initially drew us to Capitola and ultimately contributed to our decision to make our home here.

The plan to use mobile food vendors and shipping containers as temporary solutions is commendable, addressing the urgent need to restore functionality and maintain the lively atmosphere of our wharf.

However, it is essential to ensure these temporary solutions do not become permanent. Capitola's charm and unique character are irreplaceable, drawing residents and tourists alike. Permanent buildings that reflect our aesthetic and cultural values are crucial to maintaining our city's allure as a premier destination.

We urge the Council to treat these temporary solutions as a bridge to permanent, thoughtfully designed development. This approach will not only address immediate needs but also contribute to a long-term vision that preserves and enhances the Capitola experience.

Additionally, we encourage the City Council to maintain the spirit of the local coastal plan, ensuring continued access to fishing, water use, and the variety of entertainment and food options that we have all enjoyed. It is crucial that future generations can also share in these experiences.

Thank you for your dedication to our community during these challenging times. We look forward to our wharf continuing to serve as a hub of joy and community for decades to come.

Sincerely,

Peter & Heidy Kellison

Peter Kellison

Kellison Company, Inc.  
1121 L Street, Suite 700  
Sacramento, CA 95814

(916) 441-1011 (o)  
(916) 541-9959 (m)

[www.kellisoncompany.com](http://www.kellisoncompany.com)

**Gautho, Julia**

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**From:** Bonnie Sawyer <ishallbefreeno10@gmail.com>  
**Sent:** Wednesday, May 8, 2024 5:57 PM  
**To:** City Council  
**Subject:** Boat & Bait on the wharf.

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

I'm writing in favor of allowing Boat & Bait to continue renting small fishing boats off the wharf. We enjoyed being able to tootle around the bay enjoying the area from the ocean. I would be greatly disappointed if the boats off the pier were no longer available. They were reasonably priced too.  
My husband would drive and turn off the little motor and I would row, it's a blast. We loved being out in the ocean. This is the only place where we could do this.  
Please, I urge you to allow the boat rental place to remain on the pier.

To Thine Own Self Be True  
Sincerely,  
Jan Mehl & Bonnie



**Gautho, Julia**

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**From:** Anthony Guajardo <guajardo.anthony@gmail.com>  
**Sent:** Thursday, May 9, 2024 1:15 PM  
**To:** City Council  
**Subject:** Agenda Item 8-A- Temporary Wharf Plan

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Mayor and City Council,

I would like to address the recent Wharf Temporary Use survey plan and better understand why the Capitola Village & Wharf BIA was not involved in the discussions prior nor a collaboration regarding the Capitola Wharf Temporary Use Survey.

The Village businesses advertise, market and maintain the image of Capitola Village and Wharf year round. The BIA should be involved in the conversations with council and city staff regarding uses for the wharf and what is best for the overall business district and community. 2 public town workshops is not enough research nor due diligence to properly create a interim plan that benefits the community.

After COVID and 2 storms, Food and Beverage establishments and Retail merchants have battled through major financial setbacks and closures to comeback from the storms damage the last 2 winters.

Please reconsider a conversation with Capitola Village businesses to better understand the current and future needs; before fast tracking a project that will only be temporary; but could have a drastic impact on the current business environment.

Capitola Village BIA

**Gautho, Julia**

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**From:** d schillings <d\_schillings@yahoo.com>  
**Sent:** Thursday, May 9, 2024 2:24 PM  
**To:** City Council  
**Subject:** Wharf project

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

I support the plan submitted by Ed Martinez. Don't be short sighted when it comes to the planning. Think long-term, build in phases as funding becomes available.

Dina Schillings  
Capitola, CA

[Yahoo Mail: Search, Organize, Conquer](#)

**Gautho, Julia**

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**From:** Castagnola Deli & Cafe <castagnoladeli@gmail.com>  
**Sent:** Thursday, May 9, 2024 2:25 PM  
**To:** City Council  
**Cc:** Brooks, Yvette; Brown, Kristen; Admin Capitola BIA  
**Subject:** Temporary Warf Plans

Dear City Council/Officials

I am writing to express my concerns regarding the proposal to monetize the wharf and introduce food trucks as a temporary solution. While I understand the need for innovative approaches during challenging times, I believe there are significant drawbacks to consider.

- **Impact on Existing Food Businesses:**  
The introduction of food trucks may draw customers away from existing businesses in the village center, particularly those that have endured hardship in recent years due to natural disasters and lockdowns.  
These businesses already face high rents year-round, and further competition could exacerbate their financial struggles.
- **Economic Leakage:**  
Sales tax generated by food truck sales may flow to another county, depriving our city of much-needed revenue.
- **Prioritizing temporary solutions could delay progress on implementing permanent structures, prolonging the economic recovery process.**
- **Environmental Concerns:**  
Allowing food trucks on the wharf may detract from the natural beauty of the ocean and harm local wildlife.
- **Balancing economic interests with environmental preservation is crucial for the long-term sustainability of our community.**
- **While temporary measures may offer short-term relief, it's essential to prioritize sustainable, long-term solutions that benefit all stakeholders. I urge the city to carefully weigh the potential consequences and explore alternative strategies that support local businesses, generate revenue, and preserve our natural environment.**

Thank you for considering these concerns. I look forward to hearing your response and collaborating on solutions that will ensure the prosperity and beauty of our city for generations to come.

Daniel Castagnola

**Gautho, Julia**

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**From:** Suzanna Sarasvati <ssarasvati@yahoo.com>  
**Sent:** Thursday, May 9, 2024 5:00 PM  
**To:** City Council  
**Subject:** Capitola Wharf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dear City Council,

I writing to express my support of keeping Capitola Boat and Bait on the wharf. The Boat and Bait shop has been an important part of the spirit of Capitola. It was/is more that just a boat and fishing rental facility. Capitola Boat and Bait has been an important neighborhood and social hub.

People come from all over the state to visit Boat and Bait. Multiple generations of families come for experience. In doing so they also visit the shops and restaurants in the Village.

We don't need more restaurants and food trucks on the wharf. There are excellent restaurants in the Village.

We have a beautiful bandstand and entertainment area on the Esplanade. Let's keep the live music and similar entertainment on the Esplanade. Let's make use of these facilities and support the businesses already present in the Village.

Piers are built to support boating and fishing. Let's keep the wharf focused on water sport and ocean activities. This is a key draw that brings visitors to Capitola. People who spend time in and on the water take care of the ocean they love.

Sincerely,

Suzanna Sarasvati  
ssarasvati@yahoo.com  
resident of the Capitola Jewelbox

# Capitola City Council

## Agenda Report

**Meeting:** May 9, 2024

**From:** City Manager Department

**Subject:** City Council Meeting Minutes



Recommended Action: Approve minutes from the regular meeting on April 25, 2024.

Background: Attached for City Council review and approval are the draft minutes from the regular City Council meeting on April 25, 2024.

Attachments:

1. Regular Meeting Minutes

Report Prepared By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager



# City of Capitola

## City Council Meeting Minutes

### Thursday, April 25, 2024 – 6:00 PM



City Council Chambers

420 Capitola Avenue, Capitola, CA 95010

**Mayor:** Kristen Brown

**Vice Mayor:** Yvette Brooks

**Council Members:** Joe Clarke, Margaux Morgan, Alexander Pedersen

#### Closed Session – 5:30 PM

- i. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code § 54957.6)  
Negotiator: Mark Wilson, Labor and Employment Practice, Burke, Williams, & Sorensen, LLP  
Employee Organizations: Association of Capitola Employees, Police Officers Association, Mid-Management Employees, Confidential Employees, Police Captains, and Management
- ii. CONFERENCE WITH LEGAL COUNSEL—LIABILITY CLAIMS (Gov. Code § 54956.95)  
1) Mark and Nancy Nicholson  
Claim against the City of Capitola
- iii. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov't Code § 54956.8)  
Property: Capitola Wharf Buildings, 1400 Wharf Road (APN: 034-072-01)  
City Negotiator: Jamie Goldstein, City Manager  
Negotiating Parties: JFS Incorporated (dba Capitola Boat and Bait)  
Under Negotiation: Price and terms of payment

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

1. **Roll Call and Pledge of Allegiance** – *The meeting was called to order at 6:04 PM. In attendance: Council Members Clarke, Morgan, Pedersen, Vice Mayor Brooks, and Mayor Brown.*
2. **Additions and Deletions to the Agenda** – *None*
3. **Presentations**
  - A. *The Mayor presented Certificates of Recognition to Capitola Local Government Academy Participants.*
  - B. *Finance Director Malberg introduced Account Clerk Kathryn Haney to the City Council.*
4. **Report on Closed Session** – *The City Council met and discussed two items on the Closed Session agenda. The City Council will reconvene at the end of the meeting to review the last Closed Session item. No reportable action was taken.*
5. **Additional Materials**
  - A. *Item 9A – Two emails were received after publication of the agenda packet.*
6. **Oral Communications by Members of the Public** – *None*
7. **Staff / City Council Comments**

- *Community Development Director Herlihy advised the City Council and the public of the Town Hall for Wharf Temporary Uses on April 30<sup>th</sup>.*
- *Council Member Clarke congratulated staff on beginning the Park at Rispin Mansion Project.*
- *Vice Mayor Brooks requested that a change be made to the FAC Bylaws to allow recruitment of general members.*

## 8. Consent Items

- A. City Council Meeting Minutes  
Recommended Action: Approved minutes from the regular meeting on April 11, 2024.
- B. City Check Registers  
Recommended Action: Approved check registers dated March 22, 2024, March 29, 2024, April 5, 2024, and April 12, 2024.
- C. Liability Claims Against the City of Capitola  
Recommended Action: Denied liability claim submitted by Mark and Nancy Nicholson.
- D. Setting Mobile Home Park Rent Stabilization Anniversary Date  
Recommended Action: Adopted Resolution No. 4362 establishing July 1 as the anniversary date for rent increases for mobile home parks pursuant to Capitola Municipal Code Chapter 2.18 Mobile Home Park Rent Stabilization.
- E. Agreement for Auditing Services  
Recommended Action: Authorized the City Manager to execute a five-year agreement for professional auditing services with Chavan & Associates, LLP, certified public accountants, to conduct the 2023-24 through 2027-28 fiscal year audits and required reports in an amount not to exceed \$51,000 annually, for a total contract amount not to exceed \$255,000.
- F. Opposition to the California Taxpayer Protection and Government Accountability Act  
Recommended Action: Adopted Resolution No. 4363 opposing Initiative #21-0042A1, the California Taxpayer Protection and Government Accountability Act.
- G. Surplus Land Declaration  
Recommended Action: Adopted Resolution No. 4364 declaring a portion of Monterey Park, comprising approximately 4,284 square feet, to be exchanged for a portion of New Brighton Middle School, comprising approximately 5,592 square feet, by and between the City of Capitola and the Soquel Union Elementary School District, as exempt surplus land pursuant to California Government Code §§ 54221 (f)(1)(C) and 54221 (f)(1)(D).

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

***Seconded: Council Member Clarke***

***Voting Yea: Council Members Clarke, Morgan, Pedersen, Vice Mayor Brooks, and Mayor Brown***

## 9. General Government / Public Hearings

- A. City Hall Needs Assessment  
Recommended Action: Received presentation from Group 4 Architecture on the findings of Phase 1 of the City Hall Needs Assessment and Alternatives Analysis.

***Community Development Director Herlihy and Andrea Gifford, Group 4 Architects, presented the staff report.***

***Public Comments:***

- ***Marilyn Garrett***

***The City Council discussed the need for new City Hall facilities, the possibility of planning and leasing extra space, and next steps to establish this as a priority during the FY 2024-25 Budget. The City Council requested information about how a general obligation bond could finance the construction of a new City Hall.***

**B. Jade Street Park UA Playground Project**

**Recommended Action:** Authorized the City Manager to execute Amendment 1 to the Professional Services Agreement with Verde Design in the amount of \$107,030 for final Plans, Specifications, and Estimates for the Jade Street Park Universally Accessible Playground Project.

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

***Public Comments:***

- ***Marilyn Garrett***

***The City Council commended the Friends of Santa Cruz County Parks on their fundraising efforts.***

***Motion to approve Amendment 1: Council Member Pedersen***

***Seconded: Council Member Clarke***

***Voting Yea: Council Members Clarke, Morgan, Pedersen, Vice Mayor Brooks, and Mayor Brown***

**10. Adjournment** – At 7:14 PM, the City Council convened to Closed Session where they discussed one item on the Closed Session agenda with no reportable action taken. The meeting was adjourned at 8:10 PM. The next regularly scheduled City Council meeting is on May 9, 2024, at 6:00 PM.

**ATTEST:**

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Kristen Brown, Mayor

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Julia Gautho, City Clerk

# Capitola City Council

## Agenda Report

**Meeting:** May 9, 2024

**From:** Finance Department

**Subject:** City Check Registers



Recommended Action: Approve check registers dated April 19, 2024, and April 26, 2024.

<b>Account: City Main</b>				
<b>Date</b>	<b>Starting Check #</b>	<b>Ending Check #</b>	<b>Payment Count</b>	<b>Amount</b>
04/19/2024	105962	106008	47	\$ 112,719.77
04/26/2024	106009	106086	84	\$ 1,766,823.45

The main account check register dated April 12, 2024, ended with check #105961.

<b>Account: Payroll</b>				
<b>Date</b>	<b>Starting Check/EFT #</b>	<b>Ending Check/EFT #</b>	<b>Payment Count</b>	<b>Amount</b>
04/19/2024	24784	24904	121	\$ 194,332.57
04/26/2024	-	-	-	-

The payroll account check register dated April 05, 2024, ended with EFT #24783.

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

<b>Check/EFT</b>	<b>Issued to</b>	<b>Dept</b>	<b>Description</b>	<b>Amount</b>
105975	Flock Group Inc	PD	Flock Cameras	\$ 36,350.00
105991	Pacific Gas & Electric	PW	April Monthly Utilities	\$ 15,914.14
106019	Burke Williams And Sorensen LLP	CM	March Legal Services	\$ 51,680.00
106026	CSW-Stuber-Stroeh Engineering Group	PW	Cliff Drive Resiliency Project Services thru 3/3/24	\$ 37,565.84
106027	Cushman Contracting Corp Escrow	PW	March Wharf Resiliency and Public Access Project Services	\$ 1,284,954.49
106030	Dudek	CDD	#23-0525 1098 38 <sup>th</sup> Ave Consulting	\$ 13,038.75
106068	Second Harvest Food Bank	CDD	21-CDBG-NH-20010 Jan – Mar Grant	\$ 16,343.24
1702	CalPERS Member Services Division	CM	PERS Contributions PPE 4/13/24	\$ 64,036.50
1704	Internal Revenue Service	CM	Federal Taxes & Medicare Employee PPE 4/13/24	\$ 33,776.67
1707	Wells Fargo Bank	Fin	March Credit Card Charges	\$ 19,062.14

Attachments:

1. 04-19-24 Check Register
2. 04-26-24 Check Register

Report Prepared By: Luis Ruiz, Accountant I

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

Approved By: Jamie Goldstein, City Manager


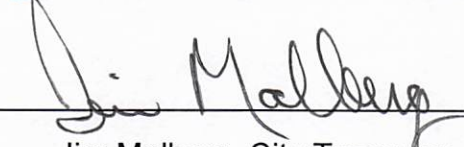
City main account checks dated April 19, 2024, numbered 105962 to 106008 totaling \$112,719.77, and 121 payroll EFTs totaling \$194,332.57 for a grand total of \$307,052.34, have been reviewed and authorized for distribution by the City Manager.

As of April 19, 2024, the unaudited cash balance is \$6,573,765.54.

**CASH POSITION - CITY OF CAPITOLA**  
**April 19, 2024**

	4/19/2024
General Fund <sup>(1)</sup>	\$ 573,917.64
Payroll Payables	\$ 204,053.36
Contingency Reserve Fund	\$ 2,192,345.66
PERS Contingency Fund	\$ 1,154,274.68
Emergency Reserve Fund	\$ 1,381,505.54
Facilities Reserve Fund	\$ 432,714.09
Capital Improvement Fund	\$ (366,058.41)
Stores Fund	\$ 64,086.00
Information Technology Fund	\$ 260,744.00
Equipment Replacement	\$ 314,088.80
Self-Insurance Liability Fund	\$ 24,385.58
Workers' Comp. Ins. Fund	\$ 6,822.54
Compensated Absences Fund	\$ 330,886.06
<b>TOTAL AVAILABLE GENERAL FUNDS</b>	<b>\$ 6,573,765.54</b>

(1) Apr. 19th balance includes \$4.34 million non-current investments

 _____ Jamie Goldstein, City Manager	4/19/24 _____ Date
 _____ Jim Malberg, City Treasurer	4/19/24 _____ Date

## City Checks Issued April 19, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
105962	04/19/2024			AMAZON CAPITAL SERVICES	\$772.84
	Invoice	Date	Description		Amount
	1RN4-TR3Q-1XF6	04/10/2024	Paint sprayer filter, repair kit, filter		\$189.16
	1TRP-V36T-MYQM	04/13/2024	LED outdoor lights		\$516.66
	14MV-X4RL-VW44	04/14/2024	Ground coffee, adjustable foot rest		\$57.44
	1KDQ-1PKR-11F4	04/09/2024	Eye patches		\$9.58
105963	04/19/2024			AT&T/CALNET 3	\$264.26
	Invoice	Date	Description		Amount
	000021563666	04/13/2024	April telephone service		\$264.26
			1000 - General Fund		\$201.77
			2211 - ISF - Information Technology		\$62.49
105964	04/19/2024			AT&T/CALNET 3	\$1,692.51
	Invoice	Date	Description		Amount
	000021564334	04/13/2024	April T-1 access		\$1,692.51
105965	04/19/2024			B & B SMALL ENGINE REPAIR	\$2,544.02
	Invoice	Date	Description		Amount
	4605	04/02/2024	Moto 4 fuel		\$38.14
	4817	04/03/2024	Kombi loop handles, hedge trimmer, autocut attachment		\$2,505.88
105966	04/19/2024			BEAR ELECTRICAL SOLUTIONS INC.	\$646.80
	Invoice	Date	Description		Amount
	22171	03/28/2024	March traffic signal maintenance services - routine		\$646.80
			1310 - Gas Tax		
105967	04/19/2024			BECKY ADAMS	\$910.00
	Invoice	Date	Description		Amount
	BA041424	04/14/2024	Instructor payment		\$910.00
105968	04/19/2024			CA DEPARTMENT OF JUSTICE	\$196.00
	Invoice	Date	Description		Amount
	726604	04/04/2024	March fingerprinting		\$196.00
105969	04/19/2024			CARIN HANNA	\$3,495.46
	Invoice	Date	Description		Amount
	CH040824	04/08/2024	BIA Reimbursement		\$3,495.46
			1321 - BIA - Capitola Village-Wharf BIA		
105970	04/19/2024			CRITICAL REACH	\$390.00
	Invoice	Date	Description		Amount
	3111	12/08/2023	2024 APBnet Annual Support Fee		\$390.00



## City Checks Issued April 19, 2024

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
105971	04/19/2024			D & G SANITATION	\$501.78
	Invoice	Date	Description		Amount
	305145	03/31/2024	March Skate park hand wash station, portable toilets		\$501.78
105972	04/19/2024			DOCTORS ON DUTY	\$157.50
	Invoice	Date	Description		Amount
	DOD040424	04/04/2024	New employee testing & exams		\$157.50
105973	04/19/2024			ESMERALDA GONZALEZ	\$95.36
	Invoice	Date	Description		Amount
	EG040924	04/09/2024	Toll Charge for Grant Class, Training Uniform Reimbursement		\$95.36
105974	04/19/2024			EWING IRRIGATION	\$829.86
	Invoice	Date	Description		Amount
	21912945	04/04/2024	Trash grabbers, rake		\$824.25
	21829651	03/26/2024	Green lid		\$5.61
105975	04/19/2024			FLOCK GROUP INC.	\$36,350.00
	Invoice	Date	Description		Amount
	INV-37938	04/03/2024	Flock Cameras		\$36,350.00
			1300 - SLESF - Supl Law Enfc		
105976	04/19/2024			FLYERS ENERGY LLC	\$64.00
	Invoice	Date	Description		Amount
	CFS-3815202	04/15/2024	Card processing		\$64.00
105977	04/19/2024			GABE CUZICK	\$163.49
	Invoice	Date	Description		Amount
	GC041524	04/15/2024	Car jacks, feeder		\$163.49
105978	04/19/2024			GALLS LLC	\$869.38
	Invoice	Date	Description		Amount
	027545218	04/02/2024	Motor Wings Collar Insignia		\$113.14
	027563818	04/04/2024	Duty Boots		\$163.50
	027594263	04/08/2024	Duty Boots		\$143.88
	027623028	04/10/2024	Rifle Case		\$448.86
105979	04/19/2024			GEORGE H WILSON INC.	\$410.00
	Invoice	Date	Description		Amount
	20521633	03/01/2024	Semi-annual HVAC service		\$410.00



## City Checks Issued April 19, 2024

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
105980	04/19/2024			HOME DEPOT CREDIT SERVICES	\$595.66
	Invoice	Date	Description		Amount
	2620400	04/04/2024	Food & Beverages		\$8.61
	2620433	04/04/2024	Food & Beverages		\$11.66
	6013617	04/10/2024	Foam float, bucket, stainless steel, trowel, concrete bonding		\$139.42
	6614311	04/10/2024	Paint stripper, brush		\$140.36
	8034180	04/08/2024	Lumber		\$66.50
	6524686	04/10/2024	Clean strips paint		\$81.62
	7643290	04/09/2024	Acetone, bucket		\$119.73
	5621714	04/11/2024	Bucket, paint roller		\$27.76
105981	04/19/2024			INTERSTATE TRAFFIC CONTROL PRODUCTS	\$2,326.68
	Invoice	Date	Description		Amount
	262498	04/11/2024	Delineator traffic posts, epoxy, stencil guard, surface mount		\$2,326.68
105982	04/19/2024			KAYAK CONNECTION	\$1,380.00
	Invoice	Date	Description		Amount
	1560	04/15/2024	3 Hour Tour		\$1,380.00
105983	04/19/2024			KIMLEY HORN AND ASSOCIATES INC	\$9,755.00
	Invoice	Date	Description		Amount
	27543124	02/29/2024	Bay Ave / Hill St intersection analysis services through 2.29.24		\$9,755.00
			1310 - Gas Tax		
105984	04/19/2024			LABORMAX STAFFING	\$2,786.40
	Invoice	Date	Description		Amount
	26-373504	04/12/2024	Public works seasonal labor 4/8 - 4/12		\$2,786.40
105985	04/19/2024			LAURA ALIOTO	\$682.50
	Invoice	Date	Description		Amount
	LA041424	04/14/2024	Instructor payment		\$682.50
105986	04/19/2024			LIEBERT CASSIDY WHITMORE	\$4,408.00
	Invoice	Date	Description		Amount
	257958	12/31/2023	Personnel Rule Review		\$4,408.00
105987	04/19/2024			MID COUNTY AUTO SUPPLY	\$66.68
	Invoice	Date	Description		Amount
	M-2531798	04/10/2024	Valve gasket		\$3.37
	M-2529393	04/09/2024	Carb cleaners		\$63.31

## City Checks Issued April 19, 2024

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
105988	04/19/2024			MISSION LINEN SUPPLY	\$159.21
	Invoice	Date	Description		Amount
	521380179	04/10/2024	Corp. Yard linen service		\$124.23
	521380178	04/10/2024	Fleet towels, uniform cleaning		\$34.98
105989	04/19/2024			NIGEL BELTON	\$2,280.00
	Invoice	Date	Description		Amount
	2974	04/13/2024	Park Ave tree condition assessment & mgt plan		\$760.00
	2968	04/13/2024	Consulting Arborist Services - Capitola Community Center		\$1,520.00
105990	04/19/2024			OUTDOOR SUPPLY HARDWARE	\$1,558.82
	Invoice	Date	Description		Amount
	J01936	03/12/2024	Drill bits, hammer, spray, hex shank		\$53.36
	J02838	03/14/2024	Hammers, flap discs, LED lights		\$103.79
	J02842	03/14/2024	Nut driver, hex head, velcro square		\$29.72
	J05292	03/18/2024	Bulk Fasteners, threadlock		\$65.63
	J05559	03/19/2024	Bulk Fasteners, paint roller, cage, pole		\$80.28
	J07170	03/22/2024	Padlock		\$13.07
	J07221	03/22/2024	Hose clamp		\$9.12
	J09363	03/26/2024	Wall brush, roller frame, paint		\$197.56
	J09384	03/26/2024	Paint brush, cover stain sealer, paint		\$68.91
	J10069	03/27/2024	Spray paint		\$17.42
	J10171	03/27/2024	Spray paint		\$29.40
	J10823	03/29/2024	Coil chain, paint, air freshener		\$38.85
	J12188	04/15/2024	Springs, socket adaptors, bulk fasteners, steel jaw		\$148.48
	J12715	04/02/2024	Trimmer, scissors, gearbox grease		\$148.19
	J12731	04/02/2024	Bluewedge anchor, bulk fasteners		\$120.97
	J13295	04/03/2024	Stencil, WD-40		\$33.43
	J13299	04/03/2024	Spray paint		\$17.42
	J15784	04/08/2024	Washer fluid, gloves, saw baldes		\$51.84
	J15868	04/08/2024	Tray liner		\$15.15
	J17421	04/11/2024	Drop cloths		\$54.48
	J16886	04/10/2024	Plastic paint tray, mini roller, steel trowel, sweatshirt		\$126.71
	J19547	04/15/2024	Spray paint, nozzle		\$135.04
105991	04/19/2024			PACIFIC GAS & ELECTRIC	\$15,914.14
	Invoice	Date	Description		Amount
	PGE041424-acct9	04/14/2024	April Monthly utilities		\$15,914.14
			1000 - General Fund		\$7,409.39
			1300 - SLESF - Supl Law Enfc		\$36.62
			1310 - Gas Tax		\$7,967.10
			1311 - Wharf		\$501.03

## City Checks Issued April 19, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
105992	04/19/2024			PAULA BLISS	\$858.00
	Invoice	Date	Description		Amount
	PB041424	04/14/2024	Instructor payment		\$858.00
105993	04/19/2024			PETERSON CATERPILLAR	\$268.29
	Invoice	Date	Description		Amount
	PC080206249	04/09/2024	Cable		\$268.29
105994	04/19/2024			SAN LORENZO LUMBER	\$208.64
	Invoice	Date	Description		Amount
	55-0878513	04/10/2024	LED flashlight, torx bits, goggles		\$107.86
	55-0877230	04/04/2024	Stencil kit, fuel		\$100.78
105995	04/19/2024			SANTA CRUZ AUTO PARTS INC.	\$491.49
	Invoice	Date	Description		Amount
	14508-493692	04/11/2024	Gloves, Razor blades, rag, full-base reducer		\$491.49
105996	04/19/2024			SANTA CRUZ COUNTY AUDITOR-CONTROLLER	\$9,460.50
	Invoice	Date	Description		Amount
	SCCO033124	03/31/2024	March citation processing		\$9,460.50
105997	04/19/2024			SANTA CRUZ MUNICIPAL UTILITIES	\$273.22
	Invoice	Date	Description		Amount
	SCMU040824	04/08/2024	March water service for medians		\$273.22
105998	04/19/2024			SIRCHIE	\$108.02
	Invoice	Date	Description		Amount
	0639493-IN	04/08/2024	Evidence and Property Supplies		\$108.02
105999	04/19/2024			SOQUEL CREEK WATER DISTRICT	\$135.83
	Invoice	Date	Description		Amount
	06-14476-0040824	04/08/2024	06-14476-00 430 Kennedy Drive water service		\$135.83
106000	04/19/2024			THE HOME DEPOT PRO	\$2,017.39
	Invoice	Date	Description		Amount
	799158670	04/11/2024	Cleaning supplies		\$2,017.39
106001	04/19/2024			UNISAFE INC	\$488.23
	Invoice	Date	Description		Amount
	721133	04/03/2024	Evidence Supplies - TopGrip Exam Gloves		\$488.23
106002	04/19/2024			US BANK EQUIPMENT FINANCE	\$204.93
	Invoice	Date	Description		Amount
	526298914	04/05/2024	PD copier lease		\$204.93



# City Checks Issued April 19, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
106003	04/19/2024			VERIZON WIRELESS	\$2,700.68
	Invoice	Date	Description		Amount
	9961319216	04/14/2024	April telephone charges		\$2,700.68
106004	04/19/2024			WESTERN EXTERMINATOR COMPANY	\$175.20
	Invoice	Date	Description		Amount
	58430729	03/01/2024	March City Hall rodent control		\$87.60
	59486226	04/01/2024	April City Hall rodent control		\$87.60
106005	04/19/2024			WILLDAN FINANCIAL SERVICES	\$1,438.00
	Invoice	Date	Description		Amount
	010-58232	04/17/2024	Comprehensive User Fee Study and Overhead Cost Allocation Plan		\$1,438.00
106006	04/19/2024			WITMER TYSON IMPORTS INC.	\$750.00
	Invoice	Date	Description		Amount
	T15379	04/05/2024	March 2024 K-9 Maintenance Training		\$750.00
106007	04/19/2024			SANTA CRUZ MUSEUM OF ART & HISTORY	\$375.00
	Invoice	Date	Description		Amount
	SCM041524	04/15/2024	Plaques		\$375.00
106008	04/18/2024			Seaside Siam Restaurant	\$500.00
	Invoice	Date	Description		Amount
	10712deprefund	09/20/2022	Outdoor dining temp program deposit refund		\$500.00

Type Check Totals: \$112,719.77

Main City Totals	Count	Total
Checks	47	\$112,719.77
EFTs	0	\$0.00
All	47	\$112,719.77

Payroll Totals	Count	Total
Checks	0	\$0.00
EFTs	121	\$194,332.57
All	121	\$194,332.57

Grand Totals:	Count	Total
Checks	47	\$112,719.77
EFTs	121	\$194,332.57
All	168	\$307,052.34


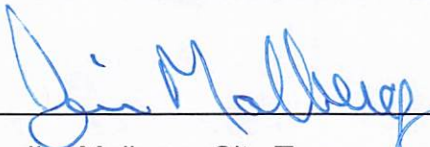
City main account checks dated April 26, 2024, numbered 106009 to 106086 totaling \$1,630,425.26, and 6 EFTs totaling \$136,398.19 for a grand total of \$1,766,823.45, have been reviewed and authorized for distribution by the City Manager.

As of April 26, 2024, the unaudited cash balance is \$7,031,771.20.

**CASH POSITION - CITY OF CAPITOLA**  
**April 26, 2024**

	4/26/2024
General Fund <sup>(1)</sup>	\$ 2,562,424.33
Payroll Payables	\$ 78,454.67
Contingency Reserve Fund	\$ 2,192,345.66
PERS Contingency Fund	\$ 1,154,274.68
Emergency Reserve Fund	\$ 1,381,505.54
Facilities Reserve Fund	\$ 432,714.09
Capital Improvement Fund	\$ (1,767,285.91)
Stores Fund	\$ 62,056.00
Information Technology Fund	\$ 259,099.16
Equipment Replacement	\$ 314,088.80
Self-Insurance Liability Fund	\$ 24,385.58
Workers' Comp. Ins. Fund	\$ 6,822.54
Compensated Absences Fund	\$ 330,886.06
<b>TOTAL AVAILABLE GENERAL FUNDS</b>	<b>\$ 7,031,771.20</b>

(1) Apr. 26th balance includes \$4.34 million non-current investments

 _____ Jamie Goldstein, City Manager	4/29/24 _____ Date
 _____ Jim Malberg, City Treasurer	4/26/24 _____ Date



## City Checks Issued April 26, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
106009	04/26/2024			ABACHERLI FENCE CO.	\$1,875.00
	Invoice	Date	Description		Amount
	9372	04/24/2024	Fence repair at Rispin Mansion		\$1,875.00
106010	04/26/2024			ADVOCACY INC.	\$5,000.00
	Invoice	Date	Description		Amount
	CG010124	01/01/2024	Community grant		\$5,000.00
106011	04/26/2024			AFLAC	\$1,865.14
	Invoice	Date	Description		Amount
	750749	04/25/2024	April supplemental insurance		\$1,865.14
			1001 - Payroll Payables		
106012	04/26/2024			ALEX FERBER	\$624.00
	Invoice	Date	Description		Amount
	AF042124	04/21/2024	Instructor payment		\$624.00
106013	04/26/2024			AMAZON CAPITAL SERVICES	\$567.79
	Invoice	Date	Description		Amount
	1JHW-RWLK-FGHX	04/20/2024	Ground coffee, adjustable foot rest credit		(\$57.44)
	1GHX-WDX6-R3M1	04/18/2024	Logo stamp		\$34.32
	1C3Y-3GLL-QJR6	04/18/2024	Ground coffee, adjustable foot rest		\$57.44
	169L-9RJF-3YWP	04/22/2024	Tick remover tools, pump		\$39.81
	19H9-W1WX-1C11	04/22/2024	Camp Capitola supplies		\$428.28
	11Y7-M1F9-RFH4	04/17/2024	Uniform Shirts		\$65.38
106014	04/26/2024			ART FACTORY STUDIOS, LLC	\$384.00
	Invoice	Date	Description		Amount
	0000443	04/22/2024	After School Art Lesson		\$384.00
106015	04/26/2024			ARTS COUNCIL OF SANTA CRUZ COUNTY	\$1,250.00
	Invoice	Date	Description		Amount
	CG010124	01/01/2024	Community grant		\$1,250.00
106016	04/26/2024			BENEFIT COORDINATORS CORP.	\$5,754.30
	Invoice	Date	Description		Amount
	B0D28V	04/19/2024	April dental & vision insurance		\$5,754.30
			1001 - Payroll Payables		
106017	04/26/2024			BIG BROTHERS BIG SISTERS OF SC COUNTY	\$3,750.00
	Invoice	Date	Description		Amount
	CG010124	01/01/2024	Community grant		\$3,750.00
			1305 - Restricted TOT		

## City Checks Issued April 26, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
106018	04/26/2024			BOYS AND GIRLS CLUBS OF SANTA CRUZ COUNTY	\$3,750.00
	Invoice	Date	Description		Amount
	CG010124	01/01/2024	Community grant		\$3,750.00
			1305 - Restricted TOT		
106019	04/26/2024			BURKE WILLIAMS AND SORENSEN LLP	\$51,680.00
	Invoice	Date	Description		Amount
	319596	04/17/2024	March 4401 Capitola Road Legal Services		\$409.50
	319595	04/17/2024	March Labor Negotiations Legal Services		\$5,580.00
	319594	04/17/2024	March Public Works Legal Services		\$605.00
	319593	04/17/2024	March Police Legal Services		\$3,217.50
	319592	04/17/2024	March Parks and Recreation Legal Services		\$5,720.00
	319591	04/17/2024	March Planning Legal Services		\$4,427.50
	319590	04/17/2024	March Litigation Legal Services		\$1,620.00
	319589	04/17/2024	March Code Enforcement Legal Services		\$150.00
	319587	04/17/2024	March Labor & Employment Legal Services		\$1,135.00
	319588	04/17/2024	March City Attorney Legal Services		\$16,225.00
	319600	04/17/2024	March Construction Issues Legal Services		\$2,392.50
	319599	04/17/2024	March 1098 38th Street Legal Services		\$3,913.00
	319598	04/17/2024	March Rent Control Ordinance Legal Services		\$2,820.00
	319597	04/17/2024	March Public Records Act Requests Legal Services		\$3,465.00
106020	04/26/2024			CA DEPARTMENT OF TRANSPORTATION	\$6,810.83
	Invoice	Date	Description		Amount
	SL240788	04/12/2024	Jan - Mar signals & lighting		\$6,810.83
			1310 - Gas Tax		
106021	04/26/2024			CABRILLO COLLEGE STROKE CENTER	\$5,000.00
	Invoice	Date	Description		Amount
	CG010124	01/01/2024	Community grant		\$5,000.00
106022	04/26/2024			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,037.00
	Invoice	Date	Description		Amount
	POA041924	04/19/2024	POA & gym dues PPE 4/13/24		\$1,037.00
			1001 - Payroll Payables		
106023	04/26/2024			CASA OF SANTA CRUZ COUNTY	\$3,750.00
	Invoice	Date	Description		Amount
	CG010124	01/01/2024	Community grant		\$3,750.00
			1305 - Restricted TOT		



## City Checks Issued April 26, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
106024	04/26/2024			CINTAS CORPORATION	\$329.18
	Invoice	Date	Description	Amount	
	5207742062	04/19/2024	City Hall first aid supplies	\$329.18	
106025	04/26/2024			COMMUNITY ACTION BOARD	\$5,000.00
	Invoice	Date	Description	Amount	
	CG010124	01/01/2024	Community grant	\$5,000.00	
106026	04/26/2024			CSW-STUBER-STROEH ENGINEERING GROUP INC	\$37,565.84
	Invoice	Date	Description	Amount	
	2403137	03/31/2024	Cliff Drive Resiliency Project Services thru 3/3/24	\$37,565.84	
			1200 - Capital Improvement Fund		
106027	04/26/2024			CUSHMAN CONTRACTING CORP ESCROW #80013175634	\$67,629.18
	Invoice	Date	Description	Amount	
	CCC#08retention	03/31/2024	March Wharf Project retainer	\$67,629.18	
			1200 - Capital Improvement Fund		
106028	04/26/2024			CUSHMAN CONTRACTING CORPORATION	\$1,284,954.49
	Invoice	Date	Description	Amount	
	CCC#08	03/31/2024	March Wharf Resiliency and Public Access Project Services	\$1,284,954.49	
			1200 - Capital Improvement Fund		
106029	04/26/2024			CYNTHIA KASKEY	\$861.90
	Invoice	Date	Description	Amount	
	CK042124	04/21/2024	Instructor payment	\$861.90	
106030	04/26/2024			DUDEK	\$13,038.75
	Invoice	Date	Description	Amount	
	202402130	04/08/2024	#23-0525 1098 38th Ave Consulting	\$13,038.75	
106031	04/26/2024			EDIBLE MONTEREY BAY	\$1,495.00
	Invoice	Date	Description	Amount	
	4220	04/17/2024	BIA Advertising	\$1,495.00	
			1321 - BIA - Capitola Village-Wharf BIA		
106032	04/26/2024			EQUITABLE	\$3,343.16
	Invoice	Date	Description	Amount	
	1541697	04/19/2024	April LTD, STD, AD&D, life insurance	\$3,343.16	
			1000 - General Fund	\$151.75	
			1001 - Payroll Payables	\$3,191.41	
106033	04/26/2024			FAIR WAGE USA	\$2,500.00
	Invoice	Date	Description	Amount	
	CG010124	01/01/2024	Community grant	\$2,500.00	



## City Checks Issued April 26, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
106034	04/26/2024			FAMILY SERVICE AGENCY OF THE CENTRAL COAST	\$3,750.00
	Invoice	Date	Description		Amount
	CG010124	01/01/2024	Community grant		\$3,750.00
106035	04/26/2024			GRANITE ROCK COMPANY	\$289.84
	Invoice	Date	Description		Amount
	2152394	04/13/2024	Tape, dust pan, buckets, markers, paint brush		\$289.84
106036	04/26/2024			GROUP 4 ARCHITECTURE RESEARCH & PLANNING INC.	\$5,760.00
	Invoice	Date	Description		Amount
	12208	03/31/2024	City Hall Facilities Need Assessment		\$5,760.00
106037	04/26/2024			Hi-Line Inc.	\$464.92
	Invoice	Date	Description		Amount
	11119108	04/18/2024	Extra-flex cables		\$464.92
106038	04/26/2024			HINDERLITER DELLAMAS AND ASSOCIATES	\$1,350.16
	Invoice	Date	Description		Amount
	SIN034991	12/31/2023	December TOT and STR admin fees		\$1,350.16
106039	04/26/2024			HOME DEPOT CREDIT SERVICES	\$711.08
	Invoice	Date	Description		Amount
	7615620	04/19/2024	Screwdriving set, satin, scraper, mop		\$51.67
	9525845	04/17/2024	Bucket, acetone, paint thinner		\$194.34
	7030573	04/19/2024	Drop cloth, bucket, foam, concrete bonding		\$83.57
	0014369	04/16/2024	Hex bolts, nuts, washers		\$6.63
	3610218	04/23/2024	Klean strips, strip painter, rope		\$206.49
	0622690	04/16/2024	Cable tie, tarp		\$60.67
	7973473	04/19/2024	Saw Blades		\$107.71
106040	04/26/2024			HOSPICE of SANTA CRUZ COUNTY	\$1,500.00
	Invoice	Date	Description		Amount
	CG010124	01/01/2024	Community grant		\$1,500.00
106041	04/26/2024			HUMBOLDT PETROLEUM LLC	\$8.50
	Invoice	Date	Description		Amount
	INV-119125	04/15/2024	Car Wash Closing Date 4/15/2024		\$8.50
106042	04/26/2024			HYDROSCIENCE ENGINEERS INC.	\$4,145.00
	Invoice	Date	Description		Amount
	331020003	04/01/2024	#23-0525 1098 38th Ave Stormwater Review		\$4,145.00

## City Checks Issued April 26, 2024

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
106043	04/26/2024			INTERSTATE TRAFFIC CONTROL PRODUCTS	\$7,178.49
	Invoice	Date	Description		Amount
	262708	04/23/2024	Glass beads, white paint		\$2,339.80
	262709	04/23/2024	White Street Paint		\$2,329.74
	262710	04/23/2024	White Street Paint		\$2,508.95
106044	04/26/2024			JIM MALBERG - PETTY CASH CUSTODIAN	\$452.40
	Invoice	Date	Description		Amount
	PC042624	04/26/2024	Petty cash expenses March - April		\$452.40
106045	04/26/2024			KBA Document Solutions LLC	\$446.24
	Invoice	Date	Description		Amount
	55Y1450259	04/22/2024	City Hall copier usage charges		\$446.24
			2211 - ISF - Information Technology		
106046	04/26/2024			KUSTOM CULTURE DESIGN	\$1,308.00
	Invoice	Date	Description		Amount
	5681	04/15/2024	Skatetola Shirts		\$1,308.00
			1300 - SLESF - Supl Law Enfc		
106047	04/26/2024			LABORMAX STAFFING	\$2,786.40
	Invoice	Date	Description		Amount
	26-374869	04/19/2024	Public works seasonal labor 4/15 - 4/19		\$2,786.40
106048	04/26/2024			LINDE GAS & EQUIPMENT INC.	\$242.42
	Invoice	Date	Description		Amount
	42426494	04/23/2024	Acetylene rental		\$242.42
106049	04/26/2024			MID COUNTY AUTO SUPPLY	\$132.39
	Invoice	Date	Description		Amount
	M-2540622	04/18/2024	Stop & tail, grommet, wrenches, oil		\$99.20
	M-2540512	04/18/2024	Bonded shoes		\$33.19
106050	04/26/2024			MID COUNTY SENIOR CENTER	\$3,750.00
	Invoice	Date	Description		Amount
	CG010124	01/01/2024	Community grant		\$3,750.00
106051	04/26/2024			MISSION LINEN SUPPLY	\$272.83
	Invoice	Date	Description		Amount
	521433288	04/17/2024	Fleet towels, uniform cleaning		\$34.98
	521433289	04/17/2024	Corp. Yard linen service		\$154.40
	521413861	04/15/2024	Community Center mop and mat service		\$83.45



## City Checks Issued April 26, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
106052	04/26/2024			MONARCH SERVICES	\$3,750.00
	Invoice	Date	Description	Amount	
	CG010124	01/01/2024	Community grant	\$3,750.00	
106053	04/26/2024			MONTEREY BAY NATIONAL MARINE SANCTUARY	\$6,250.00
	Invoice	Date	Description	Amount	
	CG010124	04/24/2024	Community grant	\$6,250.00	
			1000 - General Fund	\$2,500.00	
			1305 - Restricted TOT	\$3,750.00	
106054	04/26/2024			NAMI SANTA CRUZ COUNTY	\$6,000.00
	Invoice	Date	Description	Amount	
	CG010124	01/01/2024	Community grant	\$6,000.00	
106055	04/26/2024			O'NEILL SEA ODYSSEY	\$5,000.00
	Invoice	Date	Description	Amount	
	CG010124	01/01/2024	Community grant	\$5,000.00	
			1305 - Restricted TOT		
106056	04/26/2024			O'REILLY AUTO PARTS	\$149.78
	Invoice	Date	Description	Amount	
	2763-427493	04/12/2024	Spark plugs, alternator, core charge, hose end	\$149.78	
106057	04/26/2024			OUTDOOR SUPPLY HARDWARE	\$474.85
	Invoice	Date	Description	Amount	
	J19465	04/18/2024	Bulk Fasteners, dish soap, flap wheels	\$147.85	
	J21531	04/19/2024	Bucket, trowel, mini clamp, mud mixer, concrete	\$136.17	
	J21185	04/18/2024	Adhesive, Paint	\$190.83	
106058	04/26/2024			PALACE BUSINESS SOLUTIONS	\$625.63
	Invoice	Date	Description	Amount	
	2337838-0	04/17/2024	Printing Paper	\$154.76	
	2338460-0	04/19/2024	Teletype Printer Toner	\$470.87	
106059	04/26/2024			PARENTS CENTER OF SANTA CRUZ	\$3,750.00
	Invoice	Date	Description	Amount	
	CG010124	01/01/2024	Community grant	\$3,750.00	
106060	04/26/2024			PITNEY BOWES	\$2,030.00
	Invoice	Date	Description	Amount	
	PB041924	04/19/2024	City Hall postage machine refill	\$2,030.00	
			2210 - ISF - Stores Fund		

## City Checks Issued April 26, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
106061	04/26/2024			PPD MULTIMEDIA INC.	\$831.00
	Invoice	Date	Description		Amount
	00033087	04/09/2024	Banner Design & Layout		\$831.00
			1321 - BIA - Capitola Village-Wharf BIA		
106062	04/26/2024			RACHEL TATE	\$97.00
	Invoice	Date	Description		Amount
	RT041724	04/17/2024	Wellness Funded Expense - Skin Care		\$97.00
			1300 - SLESF - Supl Law Enfc		
106063	04/26/2024			REGIONAL GOVERNMENT SERVICES AUTH	\$96.00
	Invoice	Date	Description		Amount
	16639	03/31/2024	2023 Compensation Study Services through 3/31/24		\$96.00
106064	04/26/2024			ROBIN H EVEREST	\$245.70
	Invoice	Date	Description		Amount
	RE042124	04/21/2024	Instructor payment		\$245.70
106065	04/26/2024			SANTA CRUZ CHILDRENS MUSEUM OF DISCOVERY	\$6,250.00
	Invoice	Date	Description		Amount
	CG010124	01/01/2024	Community grant		\$6,250.00
			1305 - Restricted TOT		
106066	04/26/2024			SARAH RYAN	\$381.01
	Invoice	Date	Description		Amount
	SR031524	03/15/2024	Executive Management School Reimbursement (POST)		\$381.01
106067	04/26/2024			SCC ENVIRONMENTAL HEALTH SVC	\$4,504.50
	Invoice	Date	Description		Amount
	IN0119037	04/12/2024	Environmental cleanup oversight - McGregor Park		\$2,362.50
	IN0119097	04/24/2024	Corp Yard fuel storage permit		\$2,142.00
106068	04/26/2024			SECOND HARVEST FOOD BANK	\$16,343.24
	Invoice	Date	Description		Amount
	CDBG-NH-20010Q3	03/31/2024	21-CDBG-NH-20010 Jan - Mar		\$16,343.24
			1350 - CDBG Grants		
106069	04/26/2024			SENIOR NETWORK SERVICES INC.	\$3,750.00
	Invoice	Date	Description		Amount
	CG010124	01/01/2024	Community grant		\$3,750.00



## City Checks Issued April 26, 2024

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
106070	04/26/2024			SENIORS COUNCIL OF SC COUNTY	\$5,000.00
	Invoice	Date	Description	Amount	
	CG010124	01/01/2024	Community grant	\$5,000.00	
106071	04/26/2024			SOQUEL CREEK WATER DISTRICT	\$1,603.05
	Invoice	Date	Description	Amount	
	08-15299-0041524	04/15/2024	08-15299-00 Monterey Ave. water	\$80.44	
	08-15562-0041524	04/15/2024	08-15562-00 Cliff and Fairview water service	\$80.44	
	09-15964-0041524	04/15/2024	09-15964-00 Monterey Ave. Esplanade water	\$1,442.17	
106072	04/26/2024			SWANK MOTION PICTURES INC.	\$1,040.00
	Invoice	Date	Description	Amount	
	2216294	04/05/2024	Movie licensing - Shark Tale, Grease	\$1,040.00	
106073	04/26/2024			T MOBILE	\$345.99
	Invoice	Date	Description	Amount	
	TM042124	04/21/2024	April cell phone usage - acct # 947590665	\$43.59	
	TM042124-2	04/21/2024	April cell phone usage - acct #989440968	\$302.40	
106074	04/26/2024			THE DIVERSITY CENTER	\$3,750.00
	Invoice	Date	Description	Amount	
	CG010124	01/01/2024	Community grant	\$3,750.00	
			1305 - Restricted TOT		
106075	04/26/2024			THE MOUNTAIN FORGE INC	\$731.90
	Invoice	Date	Description	Amount	
	9356	04/15/2024	Monterey Avenue Railing Art Project	\$731.90	
			1315 - Public Art Fee Fund		
106076	04/26/2024			UNITED WAY OF SANTA CRUZ COUNTY	\$30.00
	Invoice	Date	Description	Amount	
	UW043024	04/19/2024	April United Way contributions	\$30.00	
			1001 - Payroll Payables		
106077	04/26/2024			UNITED WAY OF SANTA CRUZ COUNTY	\$3,750.00
	Invoice	Date	Description	Amount	
	CG010124	01/01/2024	Community grant	\$3,750.00	
106078	04/26/2024			UPEC LIUNA LOCAL 792	\$1,060.50
	Invoice	Date	Description	Amount	
	UPEC043024	04/19/2024	April UPEC dues	\$1,060.50	
			1001 - Payroll Payables		

## City Checks Issued April 26, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
106079	04/26/2024			UPS	\$9.84
	Invoice	Date	Description		Amount
	0000954791164	04/20/2024	Shipping Costs		\$9.84
106080	04/26/2024			US BANK PARS Acct 6746022400	\$844.93
	Invoice	Date	Description		Amount
	PARS041924	04/19/2024	PARS contributions PPE 4/13/24		\$844.93
			1001 - Payroll Payables		
106081	04/26/2024			VISTA CENTER FOR THE BLIND	\$2,500.00
	Invoice	Date	Description		Amount
	CG010124	01/01/2024	Community grant		\$2,500.00
106082	04/26/2024			VOLUNTEER CENTERS OF SC COUNTY	\$3,750.00
	Invoice	Date	Description		Amount
	CG010124	01/01/2024	Community grant		\$3,750.00
106083	04/26/2024			WATSONVILLE FORD	\$386.31
	Invoice	Date	Description		Amount
	43590	04/17/2024	Tensioners, V-Belts		\$386.31
106084	04/26/2024			YVETTE BROOKS	\$136.50
	Invoice	Date	Description		Amount
	YB041824	04/18/2024	Attendance at CalCCA Conference Reimbursement		\$136.50
106085	04/26/2024			OSCAR VALDEZ	\$93.30
	Invoice	Date	Description		Amount
	OV042424	04/24/2024	UPEC & LIUNA Dues Overpayment Refund		\$93.30
			1001 - Payroll Payables		
106086	04/26/2024			RICHARD & DIANE EMIGH	\$500.00
	Invoice	Date	Description		Amount
	RDE041924	04/19/2024	#24-0037 506 McCormick Court Tree Deposit Refund		\$500.00
Type Check Totals:					\$1,630,425.26
<u>EFT</u>					
1702	04/22/2024			CalPERS Member Services Division	\$64,036.50
	Invoice	Date	Description		Amount
	1002625234-7	04/19/2024	PERS contributions PPE 4/13/24		\$64,036.50
			1000 - General Fund		\$0.33
			1001 - Payroll Payables		\$64,036.17



## City Checks Issued April 26, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
1703	04/22/2024			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$9,908.93
	Invoice	Date	Description		Amount
	0-565-859-600	04/19/2024	State taxes PPE 4/13/24		\$9,908.93
			1001 - Payroll Payables		
1704	04/22/2024			INTERNAL REVENUE SERVICE	\$33,776.67
	Invoice	Date	Description		Amount
	11758225	04/19/2024	Federal taxes & Medicare employee PPE 4/13/24		\$33,776.67
			1001 - Payroll Payables		
1705	04/22/2024			STATE DISBURSEMENT UNIT	\$1,955.06
	Invoice	Date	Description		Amount
	47968515	04/19/2024	Employee garnishments PPE 4/13/24		\$1,955.06
			1001 - Payroll Payables		
1706	04/22/2024			VOYA FINANCIAL	\$7,658.89
	Invoice	Date	Description		Amount
	VOYA041924	04/19/2024	Employee 457 contributions PPE 4/13/24		\$7,658.89
			1001 - Payroll Payables		
1707	04/25/2024			WELLS FARGO BANK	\$19,062.14
	Invoice	Date	Description		Amount
	WF040324	04/03/2024	March Credit Card Charges		\$19,062.14
			1000 - General Fund		\$16,242.03
			1200 - Capital Improvement Fund		\$1,019.94
			1300 - SLESF - Supl Law Enfc		\$601.57
			2211 - ISF - Information Technology		\$1,198.60
Type EFT Totals:					\$136,398.19
Main City Totals					
		Count		Total	
Checks		78		\$1,630,425.26	
EFTs		6		\$136,398.19	
All		84		\$1,766,823.45	
Payroll Totals					
Checks		0		\$0.00	
EFTs		0		\$0.00	
All		0		\$0.00	
Grand Totals:					
Checks		78		\$1,630,425.26	
EFTs		6		\$136,398.19	
All		84		\$1,766,823.45	

# Capitola City Council

## Agenda Report

**Meeting:** May 9, 2024

**From:** Public Works Department

**Subject:** Freeway Maintenance Agreement for Portions of Highway 1



**Recommended Action:** Approve the Freeway Maintenance Agreement (FMA) with the State of California Department of Transportation (Caltrans) and authorize the City Manager and Mayor to execute the agreement.

**Background:** In 1959 and 1961, Freeway Agreements were executed between the City of Capitola (City) and Caltrans agreeing to certain adjustments of the local street and road system required for the development of that portion of State Highway Route (SR) 1 within the jurisdictional limits of the City as a freeway.

Four FMAs were executed between 1955 and 1963 between Caltrans and the City or County of Santa Cruz establishing respective maintenance responsibilities within the freeway limits (Caltrans right-of-way) and City limits.

The Highway 1 Bay Avenue/Porter Street to State Park Drive Auxiliary Lanes Project, currently under construction by the Santa Cruz County Regional Transportation Commission (RTC), includes the replacement of the Capitola Avenue Overcrossing and minor modifications to the freeway crossings at 41<sup>st</sup>, Bay, and Park Avenues.

On August 24, 2023, the City Council approved an updated FMA. Caltrans has since provided additional modifications, which require City Council approval.

**Discussion:** The proposed FMA (Attachment 1) will supersede all previous agreements along SR 1 within the City jurisdictional limits. This agreement does not impose additional obligations on the City but rather updates the legal and contract-related language pertaining to the areas of responsibility for both Caltrans and the City.

Under the FMA approved by the City Council in 2023, the City and Caltrans agree to accept their respective operational and maintenance responsibilities, along with the associated costs. The City's responsibilities for the right of way areas can be summarized as follows:

- Vehicular and Pedestrian Overcrossings – City will maintain the deck wearing surface and drainage inlets, lighting sidewalks, signs, pavement markings, and bridge rails.
- Vehicular and Pedestrian Undercrossings – City will maintain the roadway sections, including the traveled way, shoulders, curbs, sidewalks, wall surfaces (including eliminating graffiti), drainage, and lighting.
- Walls and Columns – City will maintain City-side of any wall structure or column free of debris, dirt, and graffiti.
- Encampments – City will remove any encampment including any structures, personal property, debris, and/or other items related to the encampment. This does not preclude the California Highway Patrol (CHP) and other law enforcement agencies from encampment removal.
- Landscape Areas – City will maintain any plantings or other types of roadside improvements lying outside of the fenced right-of-way area reserved for exclusive freeway use.
- Interchange Operations – City has no maintenance responsibilities dealing with the operations at interchanges. It is Caltrans' responsibility to provide efficient operation of freeway interchanges, including ramp connections to local streets and roads.



Additional language in the proposed FMA includes the following clarifications:

- Article 11 - Encampments Removal shall be subject to Caltrans' Encampment Removal policy, MPD 1001 R1, which requires collaboration with the Caltrans District Encampments Coordinator to follow State protocols.
- Article 12 - Graffiti Removal shall preserve any artwork.
- Article 14 - Weed Abatement shall be the responsibility of the City.

Fiscal Impact: There are no new fiscal impacts related to execution of the FMA. The City would continue to be responsible for the maintenance of City roads within the Caltrans right-of-way adjacent to SR 1.

California Environmental Quality Act (CEQA): The action is exempt from CEQA because it is not a "project" under Section 15378(b)(5) of CEQA Guidelines. The action involves an organizational or administrative activity of government that will not result in direct or indirect physical change in the environment.

Attachments:

1. Freeway Maintenance Agreement

Report Prepared By: Jessica Kahn, Public Works Director

Reviewed By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager

March 5, 2024

SCR 1 PM 11.8 to PM 13.7

Aux Lanes on SR 1 from State Park Dr to Bay/Porter Interchange

**FREEWAY MAINTENANCE AGREEMENT  
WITH  
CITY OF CAPITOLA**

THIS AGREEMENT is made effective this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, by and between the State of California, acting by and through the Department of Transportation, hereinafter referred to as "STATE" and the CITY of Capitola; hereinafter referred to as "CITY" and collectively referred to as "PARTIES."

**SECTION I**

**RECITALS**

1. Cooperative Agreement Number 05-0491 was executed between the Santa Cruz County Regional Transportation Commission and STATE on October 11, 2022 to construct Northbound and Southbound auxiliary lanes from Postmile 11.8 to Postmile 13.7 on State Route 1, as shown on Exhibit A, hereinafter referred to as "PROJECT";
2. On August 17, 1959 and February 24, 1961, Freeway Agreements were executed between CITY and STATE, wherein the PARTIES consented to certain adjustments of the local street and road system required for the development of that portion of SR 1, declared a freeway, within the jurisdictional limits of the CITY;
3. Recent adjustments to said freeway have now been completed, or are nearing completion, and the PARTIES hereto mutually desire to identify the maintenance responsibilities of the CITY for areas lying within those modified freeway limits; and
4. There are existing Freeway Maintenance Agreements with CITY dated August 24, 1955 ('55) and October 28, 1963 ('63). This Agreement is meant to completely supersede the '55 and '63 Freeway Maintenance Agreements with the CITY.
5. There are existing Freeway Maintenance Agreements with County of Santa Cruz dated May 18, 1962 and October 18, 1966. This Agreement is meant to supersede all operations in the 1962 Freeway Agreement from Postmile 13.3 to 13.7 and all operations in the 1966 agreement from Postmile 11.8 to 12.3, both portions of which cover areas annexed by the CITY.

March 5, 2024

SCR 1 PM 11.8 to PM 13.7

Aux Lanes on SR 1 from State Park Dr to Bay/Porter Interchange

NOW THEREFORE IT IS AGREED:

## SECTION II

### AGREEMENT

1. PARTIES agree this Agreement shall supersede in its entirety the said Freeway Maintenance Agreement executed by PARTIES on August 24, 1955 and October 28, 1963.
2. PARTIES agree this Agreement shall supersede the portions of said Freeway Maintenance Agreements described in Recital 5 that cover the areas annexed by CITY.
3. Pursuant to Section 3 of the February 24, 1961 Freeway Agreement, CITY has resumed or will resume control and maintenance over each of the relocated or reconstructed CITY roads, frontage roads, and other STATE constructed local roads, except for any portion which is adopted by STATE as a part of the freeway proper.
4. The degree or extent of maintenance work to be performed, and the standards therefore, shall be in accordance with the provisions of Section 27 of the Streets and Highways Code and the then edition of the State Maintenance Manual.
5. CITY agrees to continue its control and maintenance of each of the affected relocated or reconstructed CITY streets and roads as shown on that attached hereto, Exhibit A and made a part hereof by this reference.
6. When another planned future improvement has been constructed and/or a minor revision has been effected within the limits of the freeway herein described which will affect the PARTIES' maintenance responsibility as described herein, and there is mutual agreement on a change in the maintenance responsibilities between PARTIES, the PARTIES can revise the Exhibit A by a mutual written-execution of each of the exhibits.
7. CITY must obtain the necessary Encroachment Permits from STATE's District 5 Encroachment Permit Office prior to entering STATE right of way to perform CITY maintenance responsibilities. This permit will be issued at no cost to CITY.
8. VEHICULAR OVERCROSSINGS

8.1. CITY will maintain, at CITY's expense, the deck wearing surface and structural drainage system (and shall perform such work as may be necessary to ensure

an impervious and/or otherwise suitable surface) and all portions of the structure above the bridge deck, including, but without limitation, lighting installations (including all electrical costs), as well as all traffic service facilities (sidewalks, signs, pavement markings, bridge rails, etc.) and drainage facilities that may be required for the benefit or control of traffic using that overcrossing.

8.2. As directed by section 92.6 of the Streets and Highways Code, at locations determined by STATE, screening shall be placed on STATE freeway overpasses on which pedestrians are allowed. All screens installed under this program will be maintained by STATE, at STATE expense, excluding any decorative features added to the screening which shall be maintained by the CITY, at CITY's expense

## 9. VEHICULAR AND PEDESTRIAN UNDERCROSSINGS

9.1. CITY will maintain the CITY paved roadway sections, including the traveled way, shoulders, curbs, sidewalks, slope paving, wall surfaces (including eliminating graffiti), drainage installations, lighting installations (including all electrical costs) and traffic service facilities that may be required for the benefit or control of traffic using that undercrossing.

9.2. CITY will request STATE's District Encroachment Permit Engineer to issue the necessary Encroachment Permit for any proposed change in minimum vertical clearances between CITY roadway surface and the structure that results from modifications to the roadway (except when said modifications are made by STATE). If the planned modifications will result in a reduction in the minimum clearance within the traveled way, an estimate of the clearance reduction must be provided to STATE's Transportation Permit Engineer prior to starting work. Upon completion of that work, a vertical clearance diagram will be furnished to STATE's Transportation Permit Engineer that shows revised minimum clearances for all affected movements of traffic, both at the edges of the traveled way and at points of minimum clearance within the traveled way.

10. WALLS, SOUNDWALLS, AND COLUMNS – CITY is responsible for debris removal, cleaning, and painting to keep CITY's side of any wall structure or column free of debris, dirt, and graffiti. Any plantings or vegetation that grow over the top of or on the CITY's side of any walls, soundwalls, or State R/W fence from State jurisdiction into CITY's jurisdiction shall be the responsibility of the CITY to trim and/or limb.

11. ENCAMPMENTS REMOVAL - CITY shall remove Persons Experiencing Homelessness (PEH) and any structures, personal property, debris, and/or other items related to the Locations shown on Exhibit A, subject to STATE's Encampment Removal policy, MPD 1001 R1 and applicable State and Federal Law.

Nothing in this Agreement grants or waives the right of California Highway Patrol (CHP) and other law enforcement agencies having jurisdiction over the PROJECT.

12. Graffiti Removal- CITY, at CITY's sole cost and expense, shall remove all graffiti from the ARTWORK. CITY is solely responsible for ensuring that any graffiti that in any way resembles a mural, artwork, paintings, or other similar elements shall not be removed without the written authorization of STATE. Graffiti removal must protect air and water quality as required by law. CITY shall conform to the terms stated in STATE's Maintenance Manual, Volume 1, Family D Chapter, D1.06.
13. LANDSCAPED AREAS- CITY is responsible for the maintenance of any plantings or other types of roadside improvements of PROJECT lying outside of the fenced area restricting walk-on access to the freeway.
14. Weed Abatement. CITY shall control weeds at a level acceptable to the STATE. Any weed control performed by chemical weed sprays (herbicides) shall comply with all laws, rules, and regulations established by the California Department of Food and Agriculture. All chemical spray operations shall be reported quarterly (Form LA17) to the STATE to: District 5 Maintenance at 50 Higuera Street, San Luis Obispo, CA 93401.
15. INTERCHANGE OPERATION - It is STATE's responsibility to provide efficient operation of freeway interchanges, including ramp connections to local streets and roads.
16. ELECTRICALLY OPERATED TRAFFIC CONTROL DEVICES  
A separate "Electrical Facilities Cost Sharing Agreement" may be executed in the future allocating these costs between the PARTIES.
17. LEGAL RELATIONS AND RESPONSIBILITIES

- 17.1. Nothing within the provisions of this Agreement is intended to create duties or obligations to or rights in third parties not PARTIES to this Agreement or to affect the legal liability of a PARTY to the Agreement by imposing any standard of care with respect to the operation and maintenance of STATE highways and local facilities different from the standard of care imposed by law.

17.2. Neither CITY nor any officer or employee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by STATE, under or in connection with any work, authority or jurisdiction conferred upon STATE arising under this Agreement. It is understood and agreed that STATE shall fully defend, indemnify and save harmless CITY and their officers and employees from all claims, suits or actions of every name, kind and description brought forth under, including, but not limited to, tortious, contractual, inverse condemnation and other theories or assertions of liability occurring by reason of anything done or omitted to be done by STATE under this Agreement.

17.3. Neither STATE nor any officer or employee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by CITY under or in connection with any work, authority or jurisdiction conferred upon CITY and arising under this Agreement. It is understood and agreed that CITY shall fully defend, indemnify and save harmless STATE and all of its officers and employees from all claims, suits or actions of every name, kind and description brought forth under, including, but not limited to, tortious, contractual, inverse condemnation or other theories or assertions of liability occurring by reason of anything done or omitted to be done by CITY under this Agreement.

## 18. PREVAILING WAGES:

18.1. Labor Code Compliance- If the work performed under this Agreement is done under contract and falls within the Labor Code section 1720(a)(1) definition of a "public works" in that it is construction, alteration, demolition, installation, or repair; or maintenance work under Labor Code section 1771. CITY must conform to the provisions of Labor Code sections 1720 through 1815, and all applicable provisions of California Code of Regulations found in Title 8, Chapter 8, Subchapter 3, Articles 1-7. CITY agrees to include prevailing wage requirements in its contracts for public works. Work performed by CITY's own forces is exempt from the Labor Code's Prevailing Wage requirements.

18.2. Requirements in Subcontracts - CITY shall require its contractors to include prevailing wage requirements in all subcontracts when the work to be performed by the subcontractor under this Agreement is a "public works" as defined in Labor Code Section 1720(a)(1) and Labor Code Section 1771. Subcontracts shall include all prevailing wage requirements set forth in CITY's contracts.

19.INSURANCE - CITY and its contractors shall maintain in force, during the term of this agreement, a policy of general liability insurance, including coverage of bodily injury liability and property damage liability, naming the STATE, its officers, agents and employees as the additional insured in an amount of \$1 million per occurrence and \$2 million in aggregate and \$5 million in excess. Coverage shall be evidenced by a certificate of insurance in a form satisfactory to the STATE that shall be delivered to the STATE with a signed copy of this Agreement.

20. TERMINATION - This Agreement may be terminated by timely mutual written consent by PARTIES, and CITY's failure to comply with the provisions of this Agreement may be grounds for a Notice of Termination by STATE.

21.TERM OF AGREEMENT - This Agreement shall become effective on the date first shown on its face sheet and shall remain in full force and effect until amended or terminated at any time upon mutual consent of the PARTIES or until terminated by STATE for cause.

PARTIES are empowered by Streets and Highways Code Section 114 and 130 to enter into this Agreement and have delegated to the undersigned the authority to execute this Agreement on behalf of the respective agencies and covenants to have followed all the necessary legal requirements to validly execute this Agreement.

IN WITNESS WHEREOF, PARTIES hereto have set their hands and seals the day and year first above written.

THE CITY OF CAPITOLA

STATE OF CALIFORNIA  
DEPARTMENT OF TRANSPORTATION

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

Initiated and Approved

By: \_\_\_\_\_  
City Manager

By: \_\_\_\_\_  
Deputy District Director  
Maintenance District 5

ATTEST:

By: \_\_\_\_\_  
City Clerk

By: \_\_\_\_\_  
City Attorney



## EXHIBIT “A”

(Plan map identifying the applicable STATE Routes (Freeway proper) and CITY roads and facilities)

FREEWAY MAINTENANCE AGREEMENT  
WITH THE CITY OF CAPITOLA  
ON STATE ROUTE 1 FROM PARK AVE TO 41ST ST  
(PM 11.8 TO PM 13.7)

- INDEX OF PLANS
- 1. VICINITY MAP
  - 2. LOCATION #1 - PARK AVE UC
  - 3. LOCATION #2 - CAPITOLA AVE OC
  - 4. LOCATION #3 - BAY AVE/PORTER ST UC
  - 5. LOCATION #4 - 41ST AVE OC

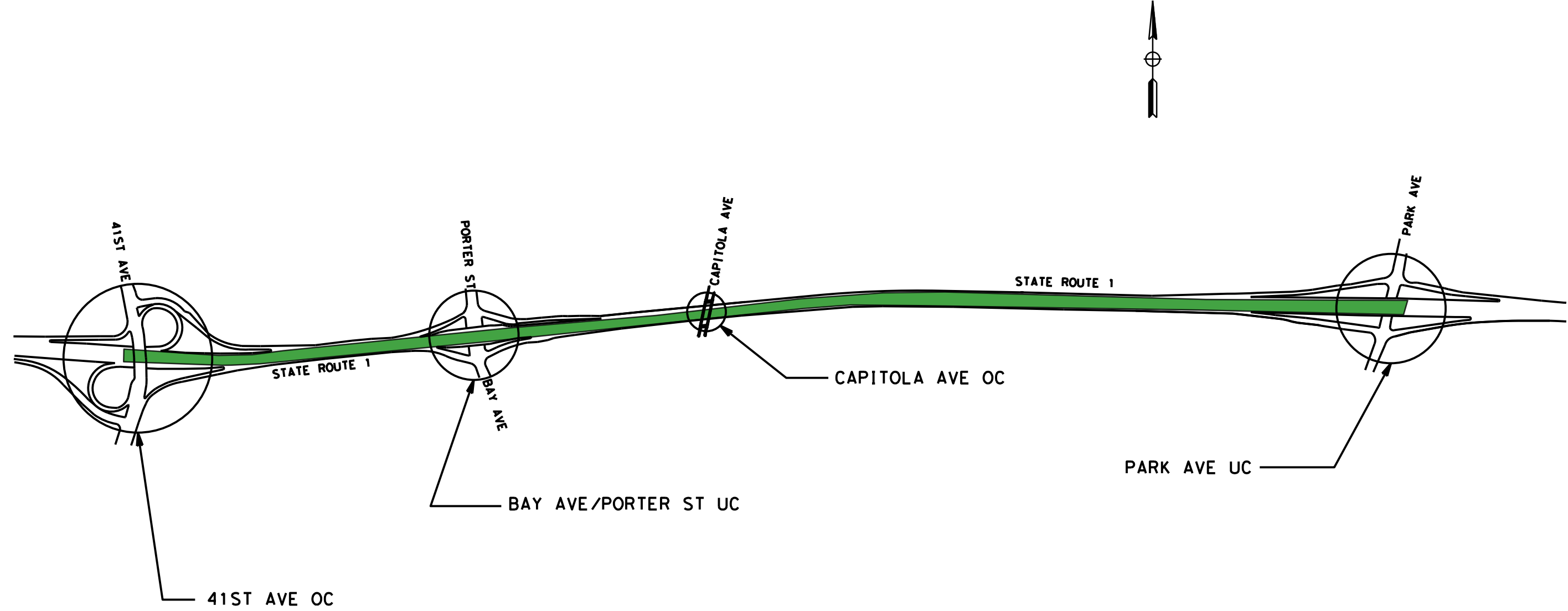


EXHIBIT "A"

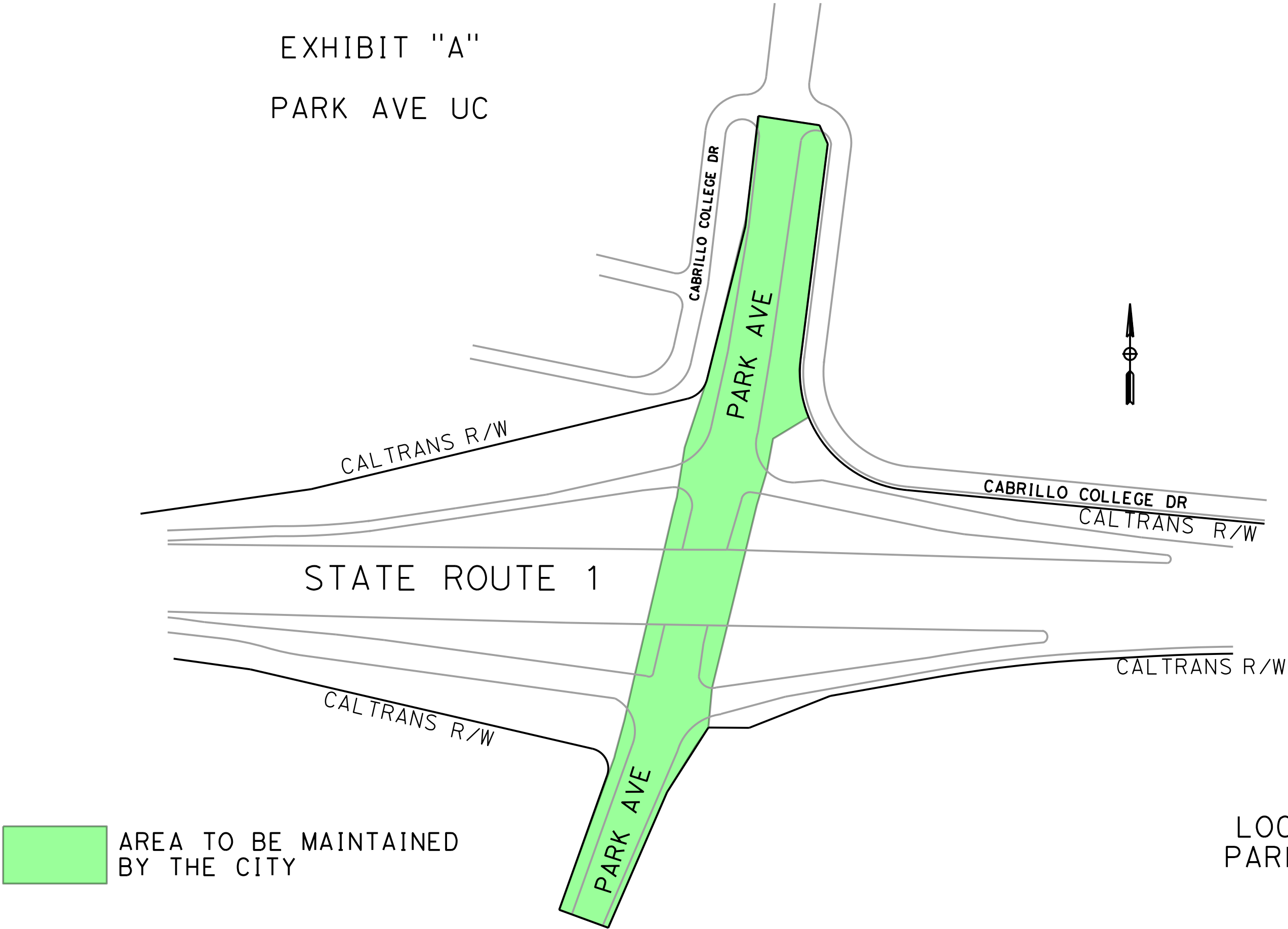
VICINITY MAP

DIST	COUNTY	ROUTE	POST MILES TOTAL PROJECT	SHEET TOTAL
05	SCR	1	11.8/13.7	Item 7 C.

FREEWAY MAINTENANCE AGREEMENT  
WITH THE CITY OF CAPITOLA

EXHIBIT "A"

PARK AVE UC

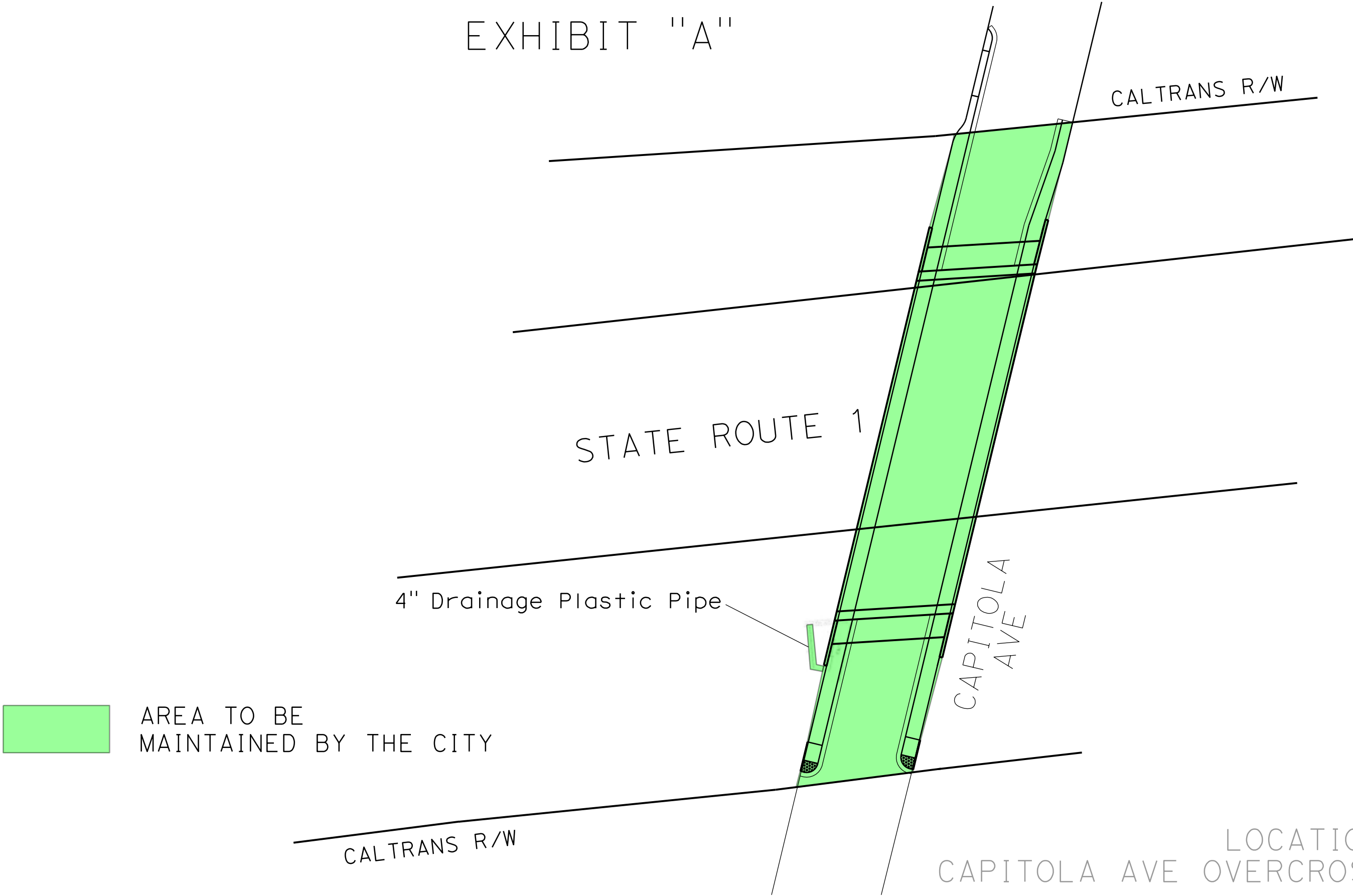


LOCATION #1  
PARK AVE UC

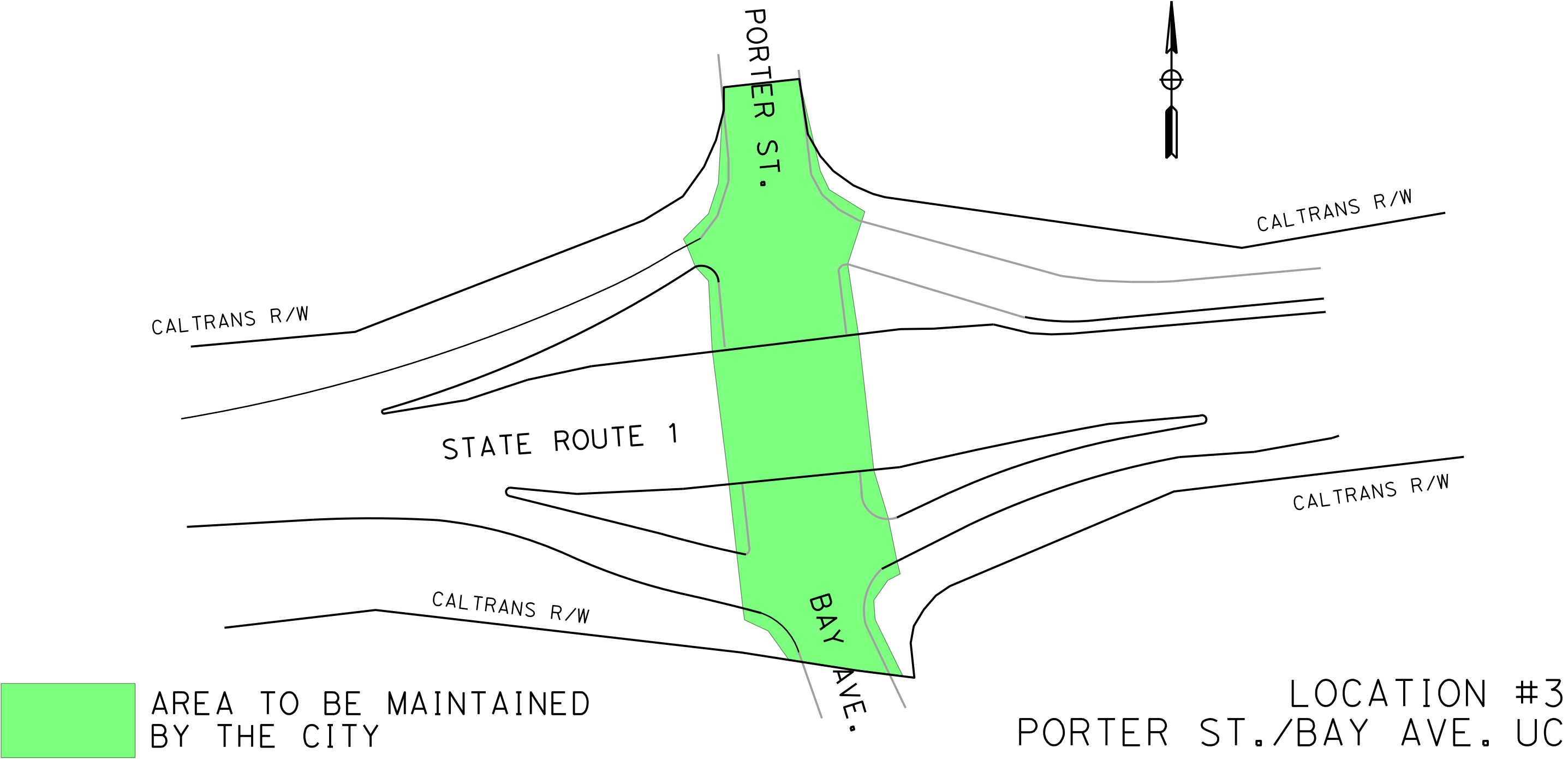
Dist	COUNTY	ROUTE	POST MILES TOTAL PROJECT	SHEET TOTAL
05	SCR	1	11.8/13.7	Item 7 C.

FREEWAY MAINTENANCE AGREEMENT

EXHIBIT "A"



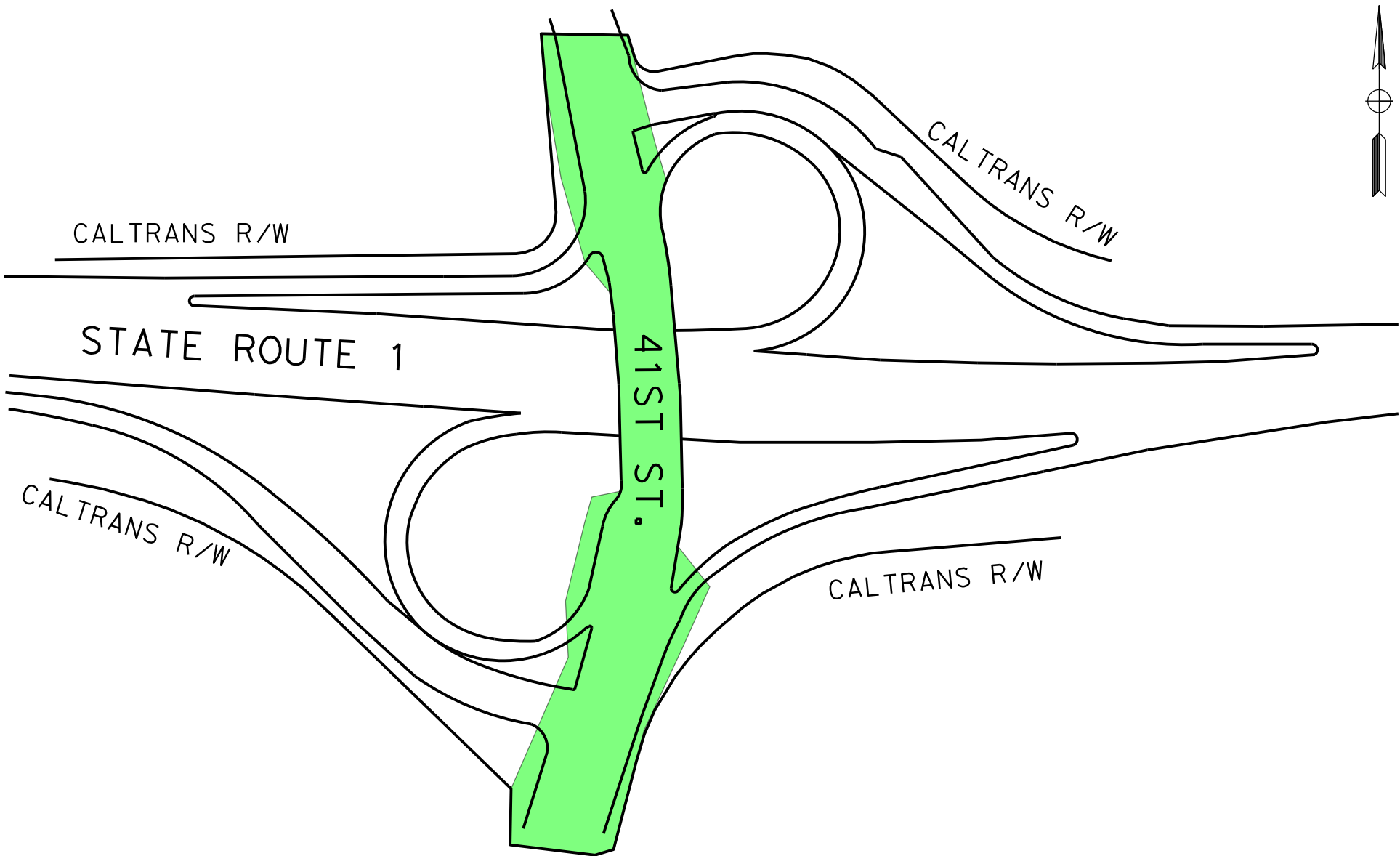
FREEWAY MAINTENANCE AGREEMENT  
WITH THE CITY OF CAPITOLA  
EXHIBIT "A"



Dist	COUNTY	ROUTE	POST MILES TOTAL PROJECT	SHEET TOTAL
05	SCR	1	11.8/13.7	Item 7 C.

# FREEWAY MAINTENANCE AGREEMENT WITH THE CITY OF CAPITOLA

## EXHIBIT "A"



AREA TO BE MAINTAINED  
BY THE CITY

LOCATION #4  
41st ST. OC

# Capitola City Council

## Agenda Report

**Meeting:** May 9, 2024

**From:** Community Development

**Subject:** Long Term Usage of the Capitola Wharf



**Recommended Action:** Authorize staff to issue a Request for Proposals for outreach, planning and design services for the long-term Capitola Wharf Use and Structure Plan.

**Background:** The Capitola Wharf is currently undergoing significant renovations through the Wharf Resiliency and Public Access Project (Wharf Project). The Project focuses on critical elements, including widening the Wharf, addressing failing pilings, replacing the deck, and adding new restroom facilities. The Project aims to improve the Wharf's long-term resilience. Cushman Contracting began construction in September 2023 and has been making steady progress since then.

The storms in December 2023 caused additional damage to both the Wharf and its structures, necessitating the removal of the buildings and further repairs to the Wharf beneath them.

In February 2024 the City Council approved the removal of the buildings and requested staff return with a Temporary Wharf Use Plan while a long-term Wharf Plan is created.

**Discussion:** The Request for Proposals (RFP) seeks outreach, planning and design services to create a long-term plan for future uses and structures on the Capitola Wharf.

The following is rough outline for an anticipated scope of work for the projects:

1. Obtain background information and data - Fall 2024;
2. Coordinate, lead, and document all public outreach and public events related to the long-term Wharf design process;
3. Preparation of multiple conceptual Wharf site and design plans;
4. Refinement of final long-term plan with cost estimates.
5. Presentation(s) to Planning Commission and City Council

The anticipated schedule includes:

1. RFP published: May 2024.
2. Contract award: July 2024.
3. Public Outreach and background data collection: Summer/Fall 2024
4. Conceptual designs: Late Fall 2024
5. Refinement of long-term plan to Capitola City Council: Winter 2025.

**Fiscal Impact:** The draft FY 2024-25 Budget includes \$75,000 for the Capitola Wharf Use and Structure Plan. A contract could go into effect after July 1, 2024.

**Report Prepared By:** Katie Herlihy, Community Development Director

**Reviewed By:** Julia Gautho, City Clerk

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

# Capitola City Council

## Agenda Report

**Meeting:** May9, 2024

**From:** Community Development

**Subject:** Temporary Wharf Use Plan



**Recommended Action:** Review the Temporary Wharf Plan and direct staff to apply for permits for the temporary use plan with the California Coastal Commission.

**Background:** The Capitola Wharf is currently undergoing significant renovations through the Wharf Resiliency and Public Access Project (Wharf Project). The Project focuses on critical elements, including widening the Wharf, addressing failing pilings, replacing the deck, and adding new restroom facilities. The Project aims to improve the Wharf's long-term resilience. Cushman Contracting began construction in September 2023 and has been making steady progress since then.

The storms in December 2023 caused additional damage to both the Wharf and its structures, necessitating the removal of the buildings and further repairs to the Wharf beneath them. In February 2024, the City Council approved the removal of the buildings and requested staff return with a Temporary Wharf Use Plan while a long-term Wharf Plan is created.

On March 27, 2024, the Planning Commission reviewed and approved an updated Capitola Wharf Design Permit which included: a new entryway arch design, enhanced lighting, bathroom design, water fill stations, benches, trashcans, viewing stations, and bike racks. The updated plans are included as Attachment 2.

On April 5, 2024, staff published an online survey to gather input from the public on temporary Wharf usage through December 2025. Further public input was gathered at a Town Hall held on April 30, 2024.

**Discussion:** City staff anticipates reconstruction of the Capitola Wharf to be complete by August and plans to host a grand reopening; the date of which is still to be determined. At the time of reopening, the following features will be in place:

### New Wharf Entryway

- Custom design created by Fuse Architecture which incorporates historic design elements and new mosaic tile work by local artist Kathleen Crocetti.

### Public Artwork

- Custom mosaic tile panels of local marine life by local artist Kathleen Crocetti.
- Bronze fish artwork inlaid on the deck by local artist Sean Monohan, creating a meandering pathway to four viewing stations.

### Fishing

- Boat & Bait Shop. The City is in discussion with Boat and Bait regarding a temporary lease for a bait shop, boat rentals, and foods and drinks using temporary structures.
- Fish cleaning station.

### Public Amenities

- Public restrooms at the base of the Wharf.
- 40 benches.
- 10 bike racks.
- Educational displays outlining the history of the Capitola Wharf and providing Monterey Bay marine science information.



- 4 viewing stations with binoculars.
- Water fountain/bottle filling station with foot wash.
- 10 trash receptacles.
- 10 light posts.

#### Memorial Plaques

- City staff inventoried the memorial plaques located on the Wharf before the 2023 storms. The previous memorial plaques will be reinstalled with the previous dedications in the same general location. Any missing plaques will be re-created in the current standard format.

#### Donor Recognition Panels

- Donors will be recognized within mosaic panels by local artist Kathleen Crocetti. Many Capitola residents and visitors have donated time and money to the Wharf enhancements. These contributions will be celebrated within art panels on the railing of the Wharf overlooking Hoopers Beach. The art panels will have a marine motif.
- A City Dedication Panel (containing government agency funding contributors and City Council names from 1981 and 2024) for present and past Wharf reconstruction efforts will be located at the entrance to the Wharf.

Temporary Wharf Use Plan: On April 5, 2024, a survey about temporary Wharf uses was published for two weeks and received 1,058 responses. The survey included questions about previous experiences on the Wharf, temporary uses, and open-ended input for additional ideas.

Staff created the survey questions for temporary uses using the public suggestions provided at the Town Hall Meeting held on February 11. Public input from that meeting showed interest in bringing back a fishing/boat shop, food and beverage, and live entertainment. As the City is anticipating a major renovation of the Jade Street Community Center in Fall 2024, staff also included Recreation classes as a possible use on the survey. The survey results are included as Attachment 1.

#### Summary of Capitola Wharf Temporary Use Survey findings:

- 1,058 responses. Capitola residents (45%), SC County residents (38%), outside SC County (6%), other (5%), and Capitola business owners (3%).
- Temporary uses in order of popularity were mobile food and vendor (86%), live entertainment (79%), and recreation classes (31%).
- For food and beverage services, the majority supported allowing multiple vendors at a time, rotating vendors, and daily access. There was slightly more support for summer-only (40%) over year-round (38%).
- 84% of respondents supported entertainment on the Wharf with year-round usage (34%) slightly higher than summer-only (32%).
- Additional suggestions for uses included: artistic backdrop for social media, allowing dogs on leash, retail shops, interactive educational displays, education classes, a barge, fashion runway, zipline, and markets (farm, fish, arts).
- Concerns included impact on Village merchants; limited open public space; impacts from too many vendors; noise; durability, mobility, and aesthetics of temporary structures; fumes from generators; litter; and too many signs.

On April 30, 2024, the City hosted a second Town Hall to provide an update on the Wharf construction project, review results from the community survey, and provide an additional opportunity for public input. Approximately 40 people attended the meeting. Staff displayed ideas for temporary uses, based off survey feedback, and participants were asked to identify their top five temporary uses. Attendees were also asked to weigh in on potential concerns about temporary uses.

In summary, the public input during the Town Hall included:

- The most popular temporary activities (in order of popularity) included: entertainment, beer/wine sales, active recreation classes, interactive displays, educational classes, and mobile food vendors.
- The top concerns (in order of number of responses) were: too many vendors, litter, fumes from generators, and impacts on Village merchants.
- Other suggestions included having an identifiable beacon for boat navigation, preference for local businesses for food and beverage, prohibiting vehicles on the Wharf, and prohibiting fish cleaning on the picnic tables.

After receiving public input from the survey and town hall, staff drafted a draft Capitola Wharf Temporary Use Plan. The draft plan outlines plans for wharf usage between the grand reopening through December 2025. The draft plan incorporates supported uses while balancing concerns related to noise, over-programming, and maintenance of open space. The draft proposes options for the duration and frequency of mobile food and beverage service in response to concerns on the impacts to local businesses and the feasibility of programming food trucks. The plan also takes into consideration the feasibility of programming at a level that can be implemented with current resources and staffing.

<b>2024</b>	<b>Grand Opening Event Date TBD (August)</b>	<b>Fall</b>
Live Music	Yes	Monthly Events in Sept. and Oct. Dates TBD
Food trucks	3 trucks	3 trucks @ monthly event only
Beer/Wine Garden	1 vendor	1 vendor @ monthly event only
Fishing, Boat Rentals, and Buoys <sup>1</sup>	Allowed	Allowed
Recreation Programing		Yes (trial basis)
Education (Art and Marine Science classes)		Yes (trial basis)

<sup>1</sup> Dependent on agreement on temporary lease. Buoys: May 1 through September 30

2025		Winter	Spring	Summer	Fall
Live Music				July & August Sun 2 - 4 pm	TBD
Food trucks	Option 1		Monthly agreements with 3 trucks		TBD
	Option 2			July & August Sun 10 am - 5 pm	TBD
Beer/Wine Garden	Option 1		Temporary facility and enter short term lease		TBD
	Option 2			July & August Sun 10 am - 5 pm	TBD
Fishing, Boat Rentals, and Buoys <sup>2</sup>		Allowed	Allowed	Allowed	Allowed
Recreation Programming		Yes	Yes	Yes	Reassess when Jade Street reopens
Education (Art and Marine Science classes)		Yes (trial basis)	Yes (trial basis)	Yes (trial basis)	Reassess when Jade Street reopens

Two additional components to the Draft Capitola Wharf Temporary Use Plan include prohibiting vehicles and including a local business preference for vendor selection, as legally permitted.

Next Steps: The City must apply for a Coastal Development Permit through the Coastal Commission to implement the Capitola Wharf Temporary Use Plan.

Fiscal Impact: None.

Attachments:

1. Survey Results
2. Wharf Plan Set

Report Prepared By: Katie Herlihy, Community Development Director

Reviewed By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager

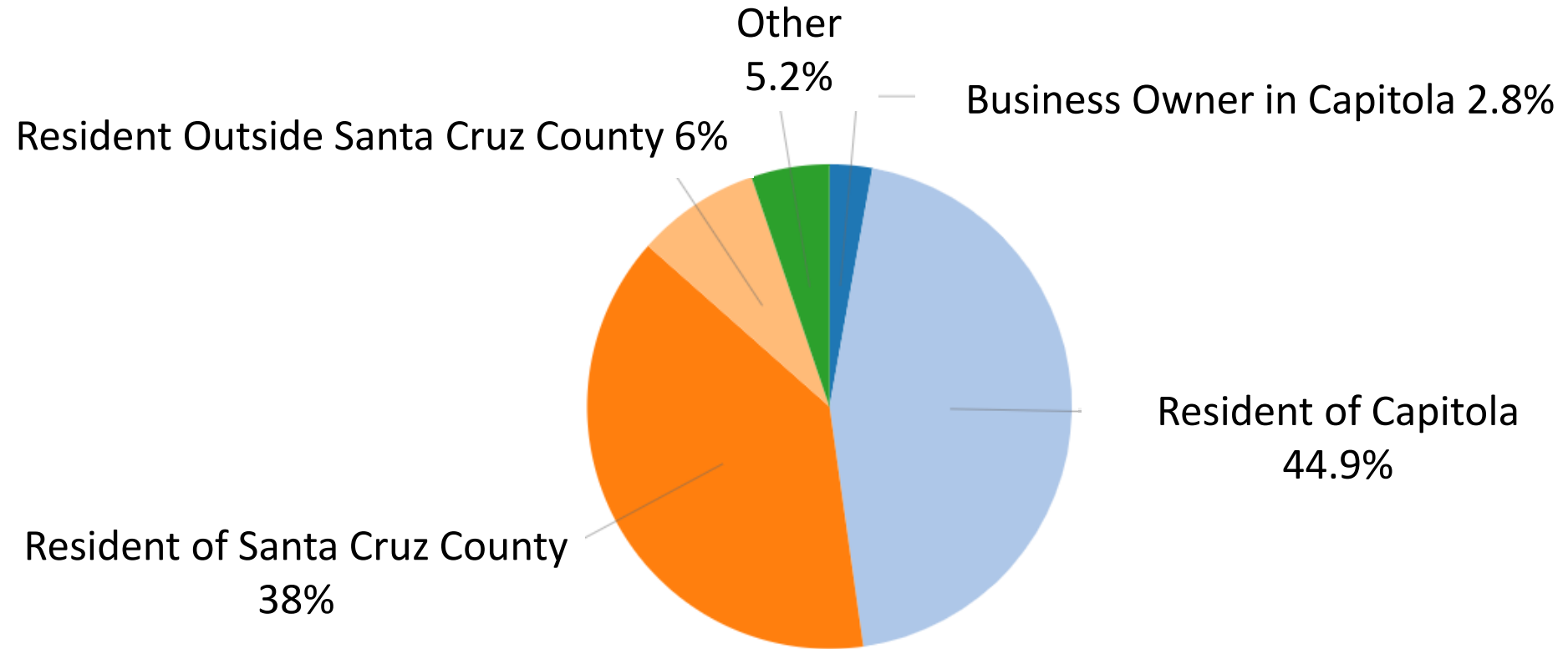
<sup>2</sup> Dependent on agreement on temporary lease. Buoys: May 1 through September 30

# Wharf Temporary Use Survey Results April 2024

# Temporary Use Survey Results

Item 8 A.

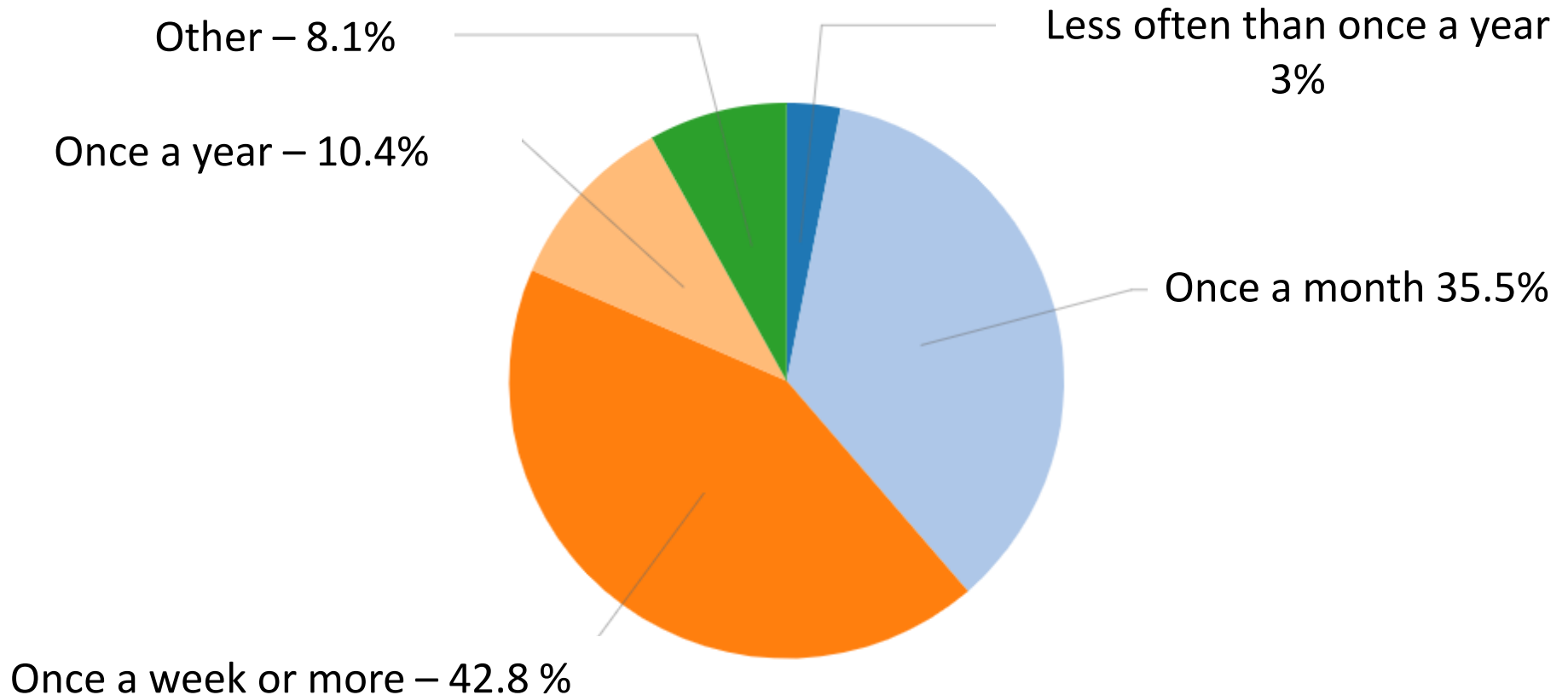
## Q1. Which best describes you?



# Temporary Use Survey Results

Item 8 A.

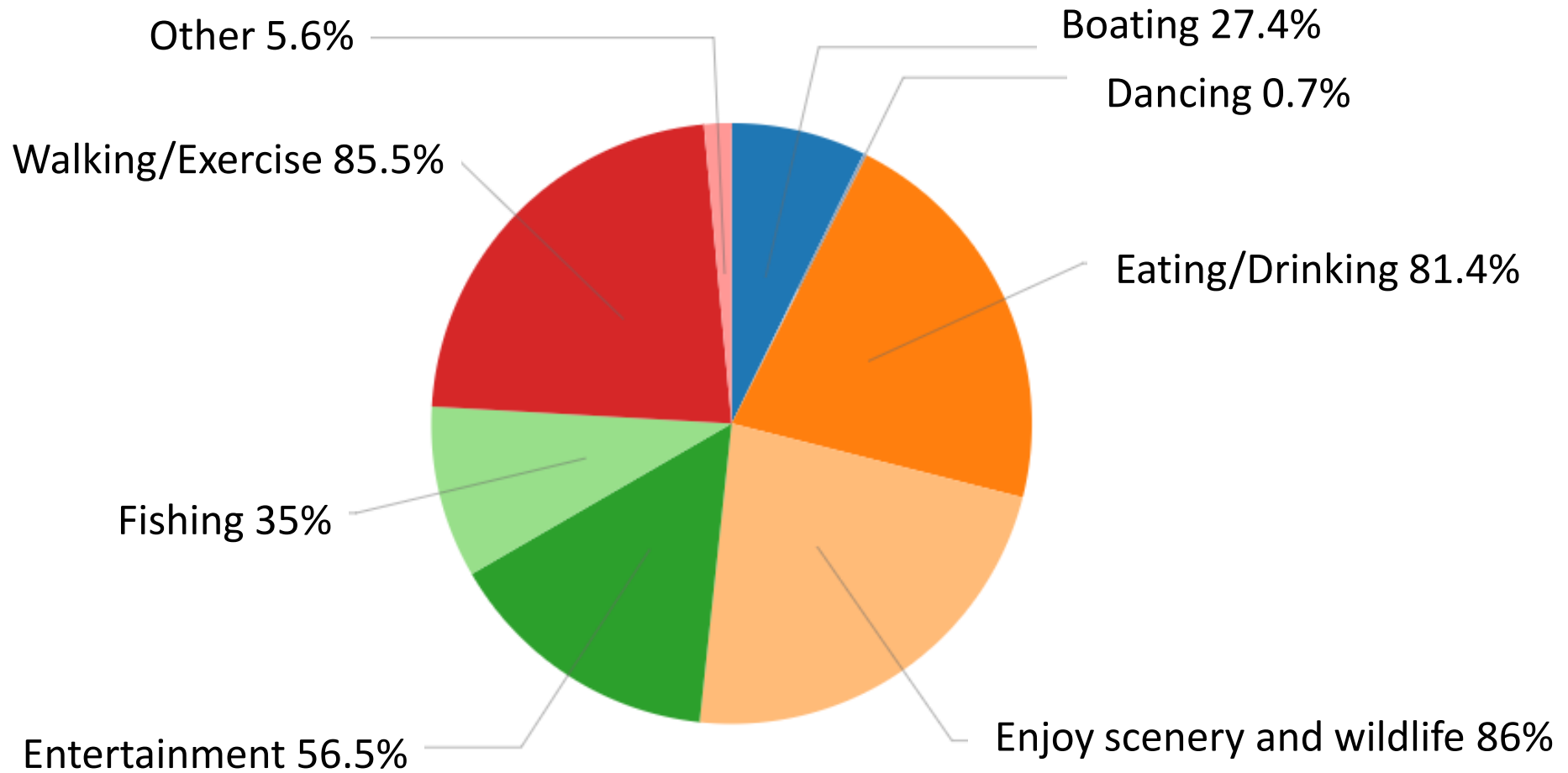
Q2. Approximately, how often did you visit the Wharf when it was open?



# Temporary Use Survey Results

Item 8 A.

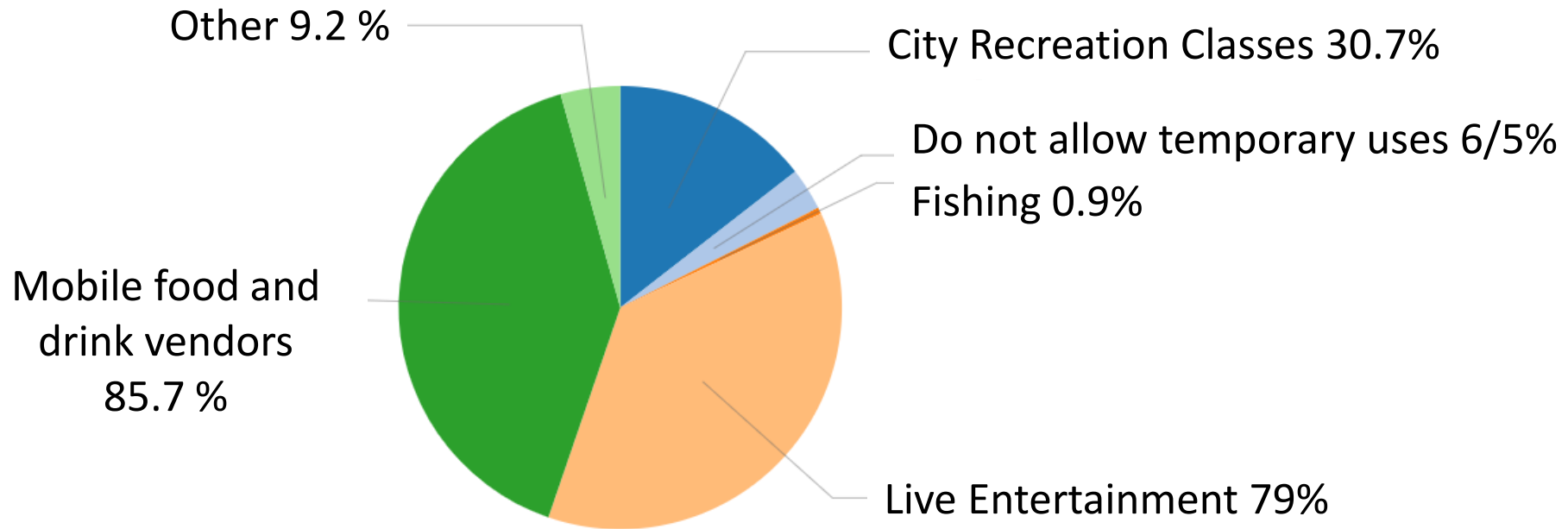
Q3. Select all activities you previously enjoyed when visiting the Wharf.



# Temporary Use Survey Results

Item 8 A.

Q4. Which of the following temporary activities would you support on the Wharf?

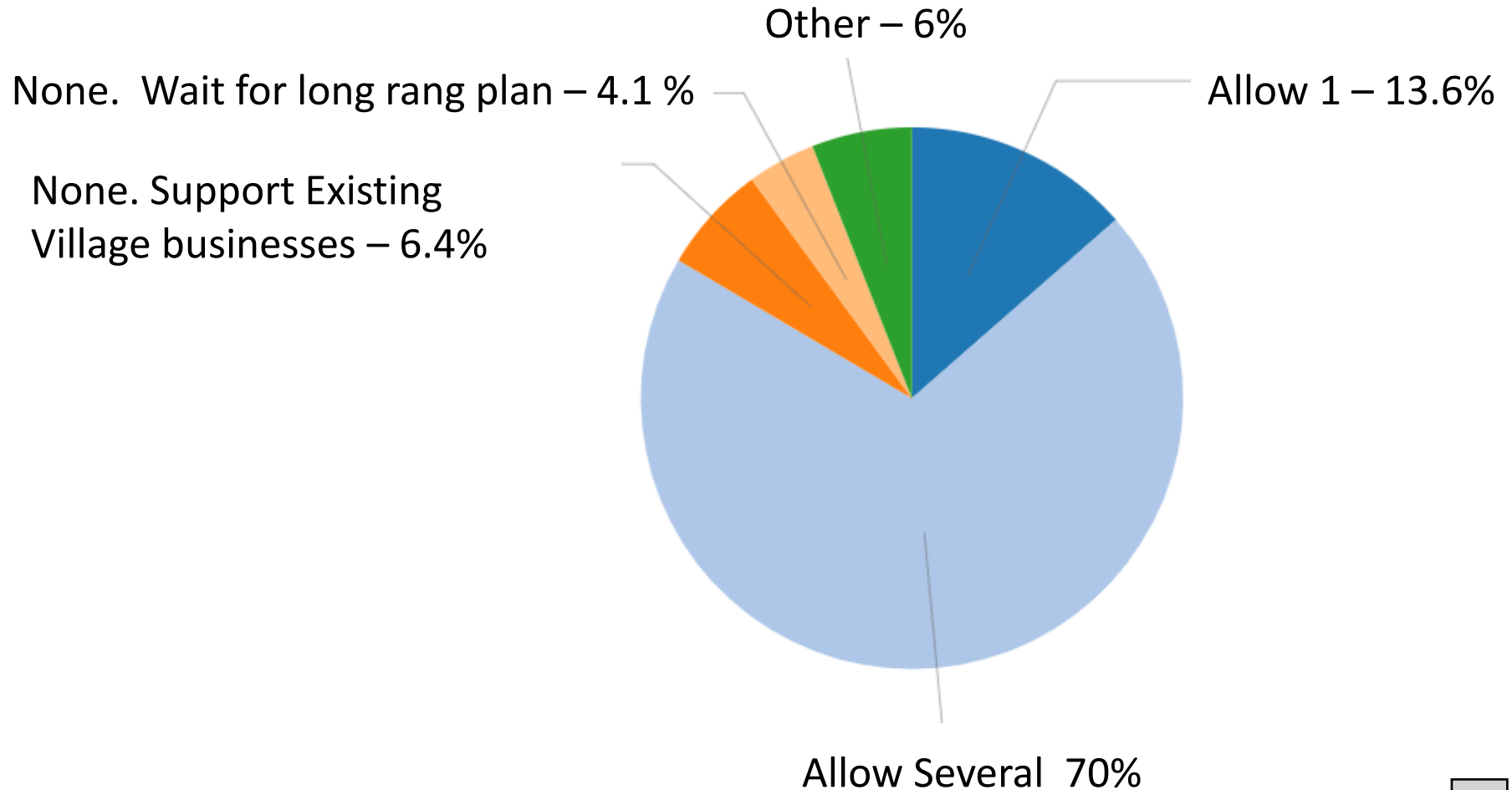




# Temporary Use Survey Results

Item 8 A.

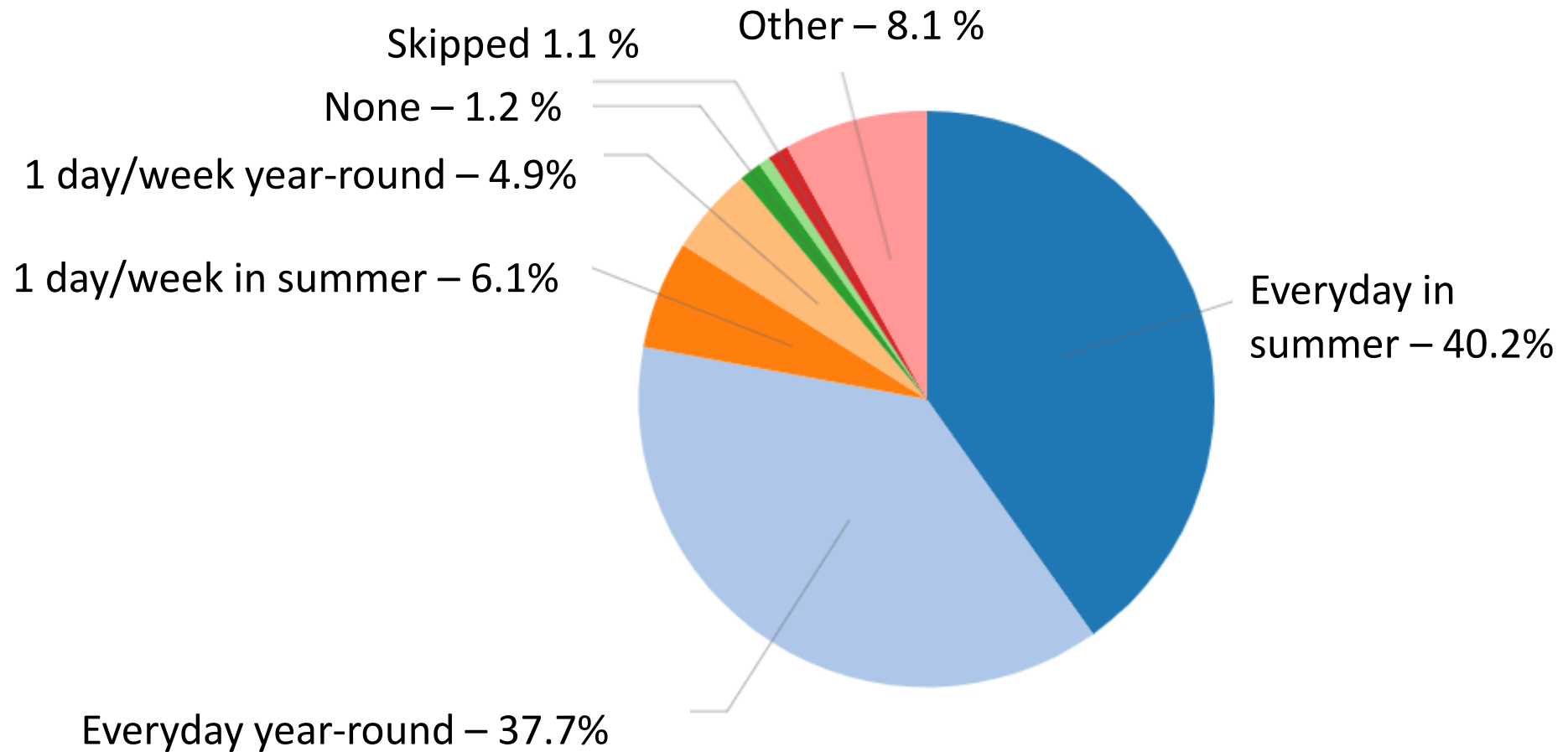
Q5. Number of temporary food and beverage vendors City should allow:



# Temporary Use Survey Results

Item 8 A.

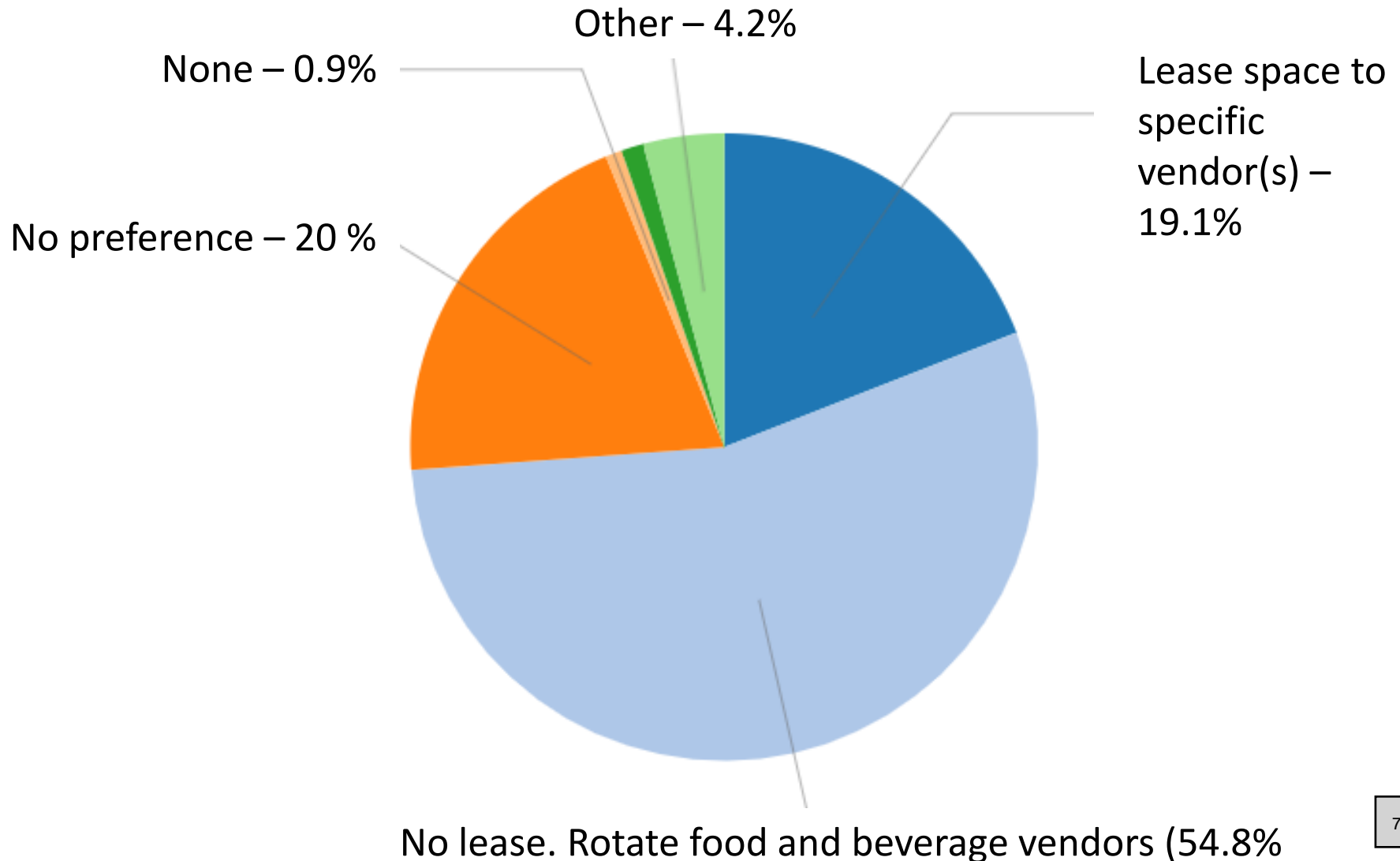
## Q6. Frequency of temporary food and beverage service:



# Temporary Use Survey Results

Item 8 A.

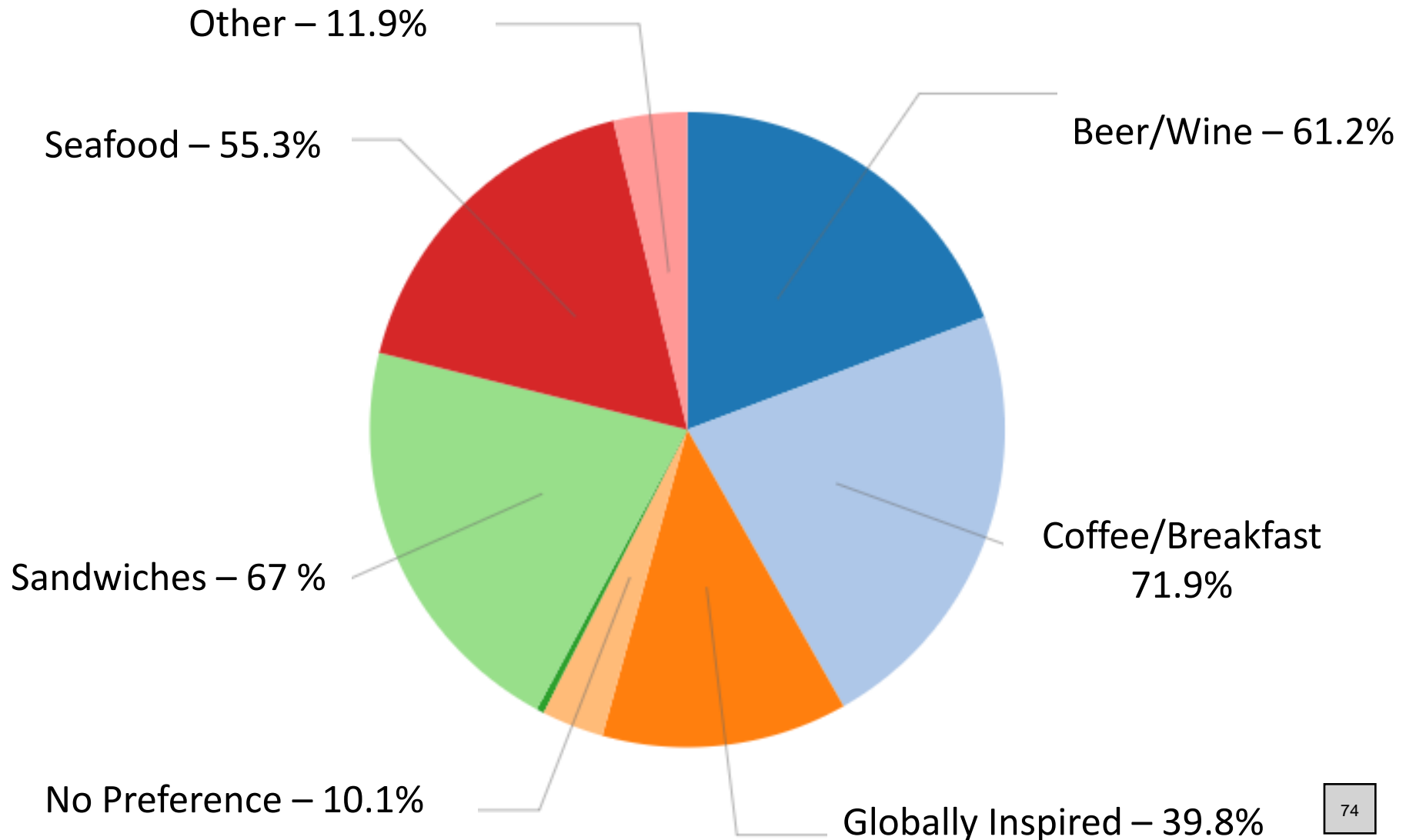
## Q7. Vendor duration. Lease a site or rotate vendors?



# Temporary Use Survey Results

Item 8 A.

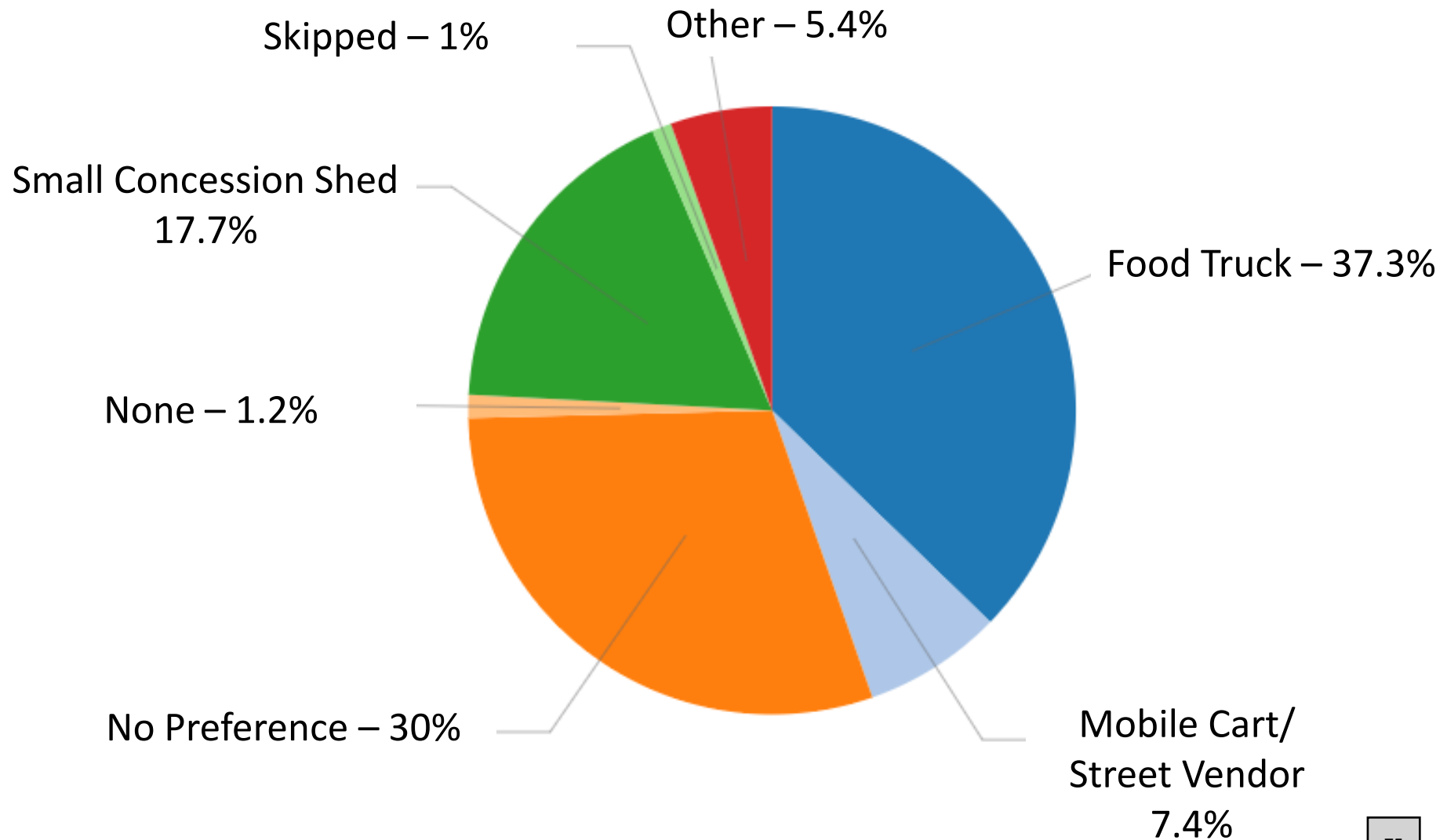
Q8. Type of temporary food and beverage preferred:



# Temporary Use Survey Results

Item 8 A.

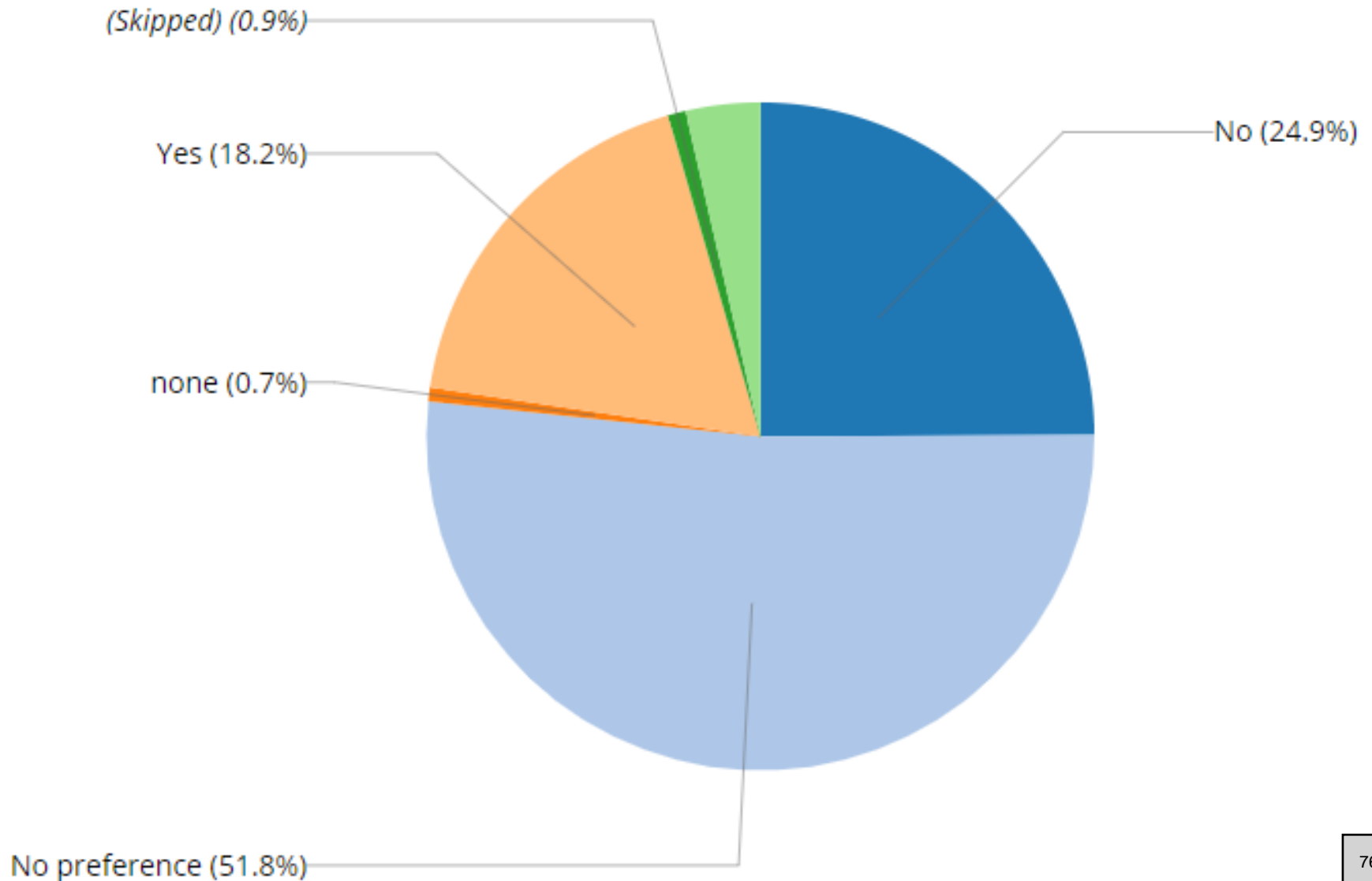
## Q9. Preferred type of structure for mobile food and beverage:



# Temporary Use Survey Results

Item 8 A.

## Q10. Should food & beverage have a unified design?

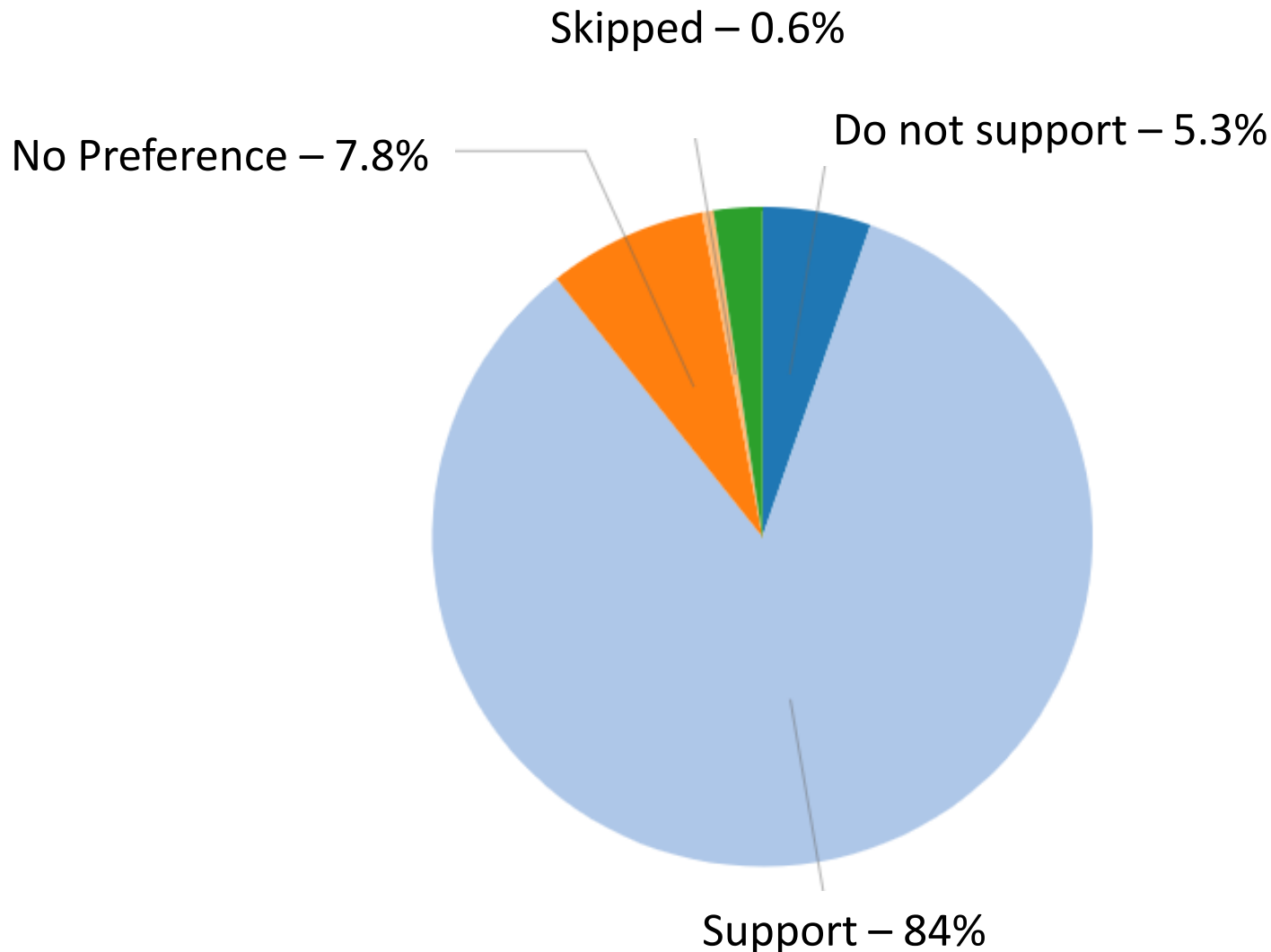




# Temporary Use Survey Results

Item 8 A.

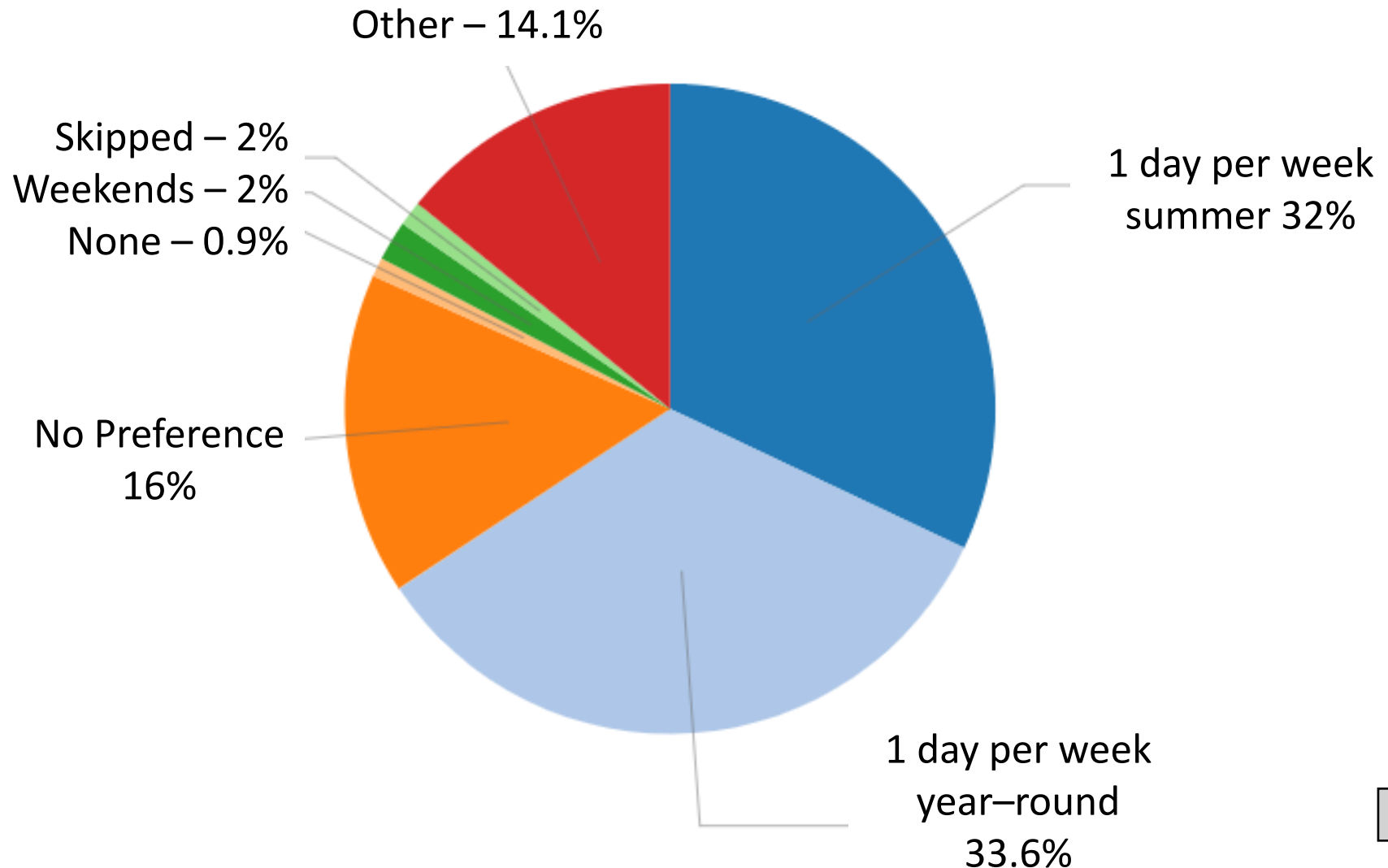
Q11. Which best represents your opinion on temporary live entertainment on the Wharf?



# Temporary Use Survey Results

Item 8 A.

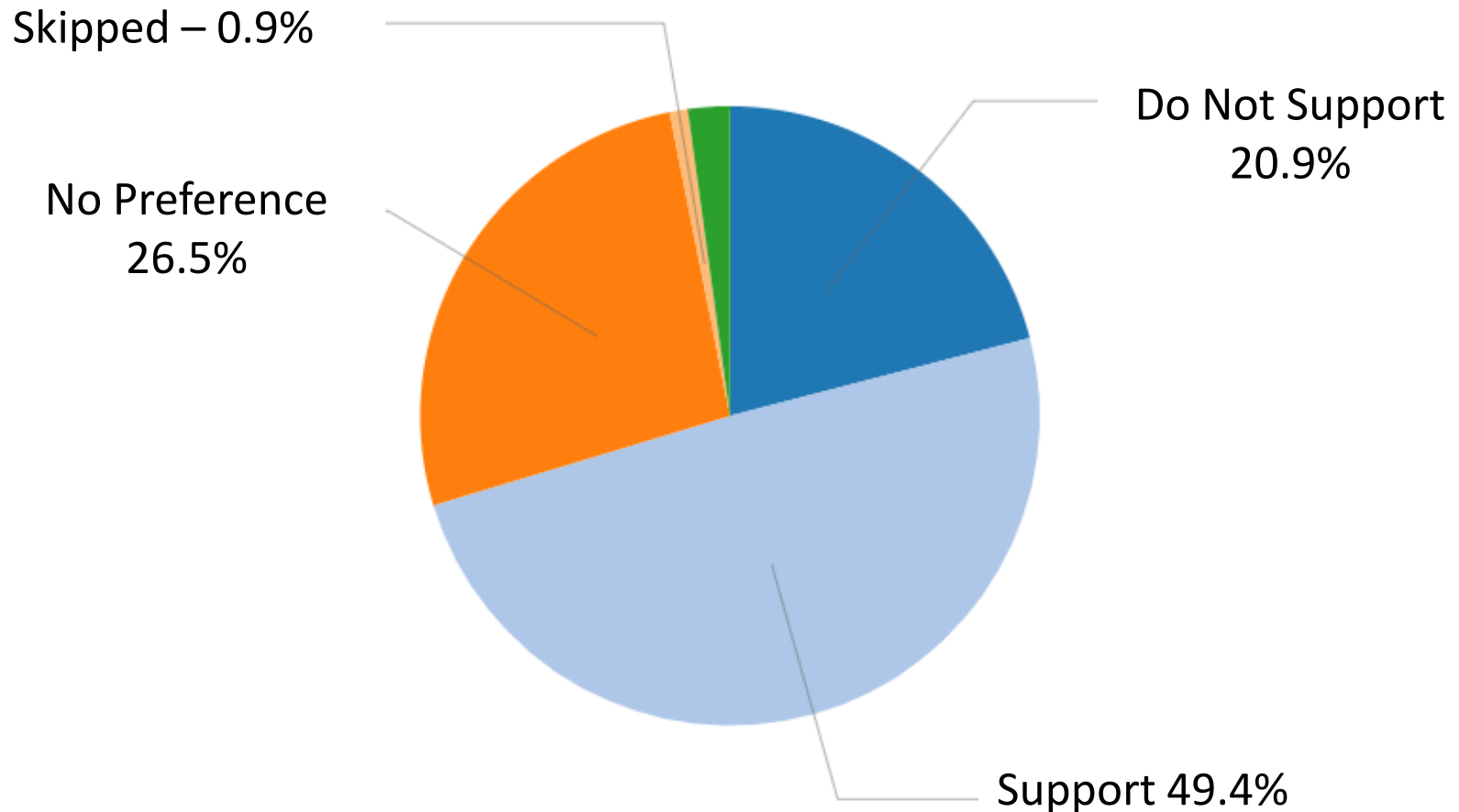
Q12. Which best represents your preference on frequency of entertainment on Wharf?



# Temporary Use Survey Results

Item 8 A.

Q13. If Jade Street Community Center closes temporarily, which best represents you opinion for recreation classes on the Wharf?



## Q14. Please share other input and ideas:

Mobile Food Vendors

Beer and Wine Sales/Beer Garden

Live Entertainment/Stage/Dancing

Active recreation classes

Artsy Backdrop for Social Media post

Dogs on Leash

Retail shops

Educational Interactive Displays

Education Classes

Barge adjacent to Wharf for food and entertainment

Fashion Runway

Zipline

Temporary Markets (farms, fish, arts and crafts)

## Q14. Please share other input and ideas:

### Concerns:

**Impact on Village Merchant.** The City should not allow food and beverage vendors on the Wharf. There are plenty of restaurants in the Village and adding mobile vendors with take away from their business.

**Noise.** The City should have quiet hours on Wharf for fishing and watching wildlife

**Noise.** Entertainment on the Wharf should be limited to daytime only.

**Open Space on Wharf.** The City should limit programmed usable space to maintain public open space on Wharf

**Aesthetics of Temporary Structures.** The design of the temporary structures should be compatible with the Wharf and Village.

**Too many vendors.** The City should limit number of commercial vendors on the Wharf.

## Q14. Please share other input and ideas:

### Concerns:

**Mobility of Temporary Structures.** The temporary structures should be mobile so they can be moved off the Wharf during storms.

**Litter.** The Wharf is in a Marine Sanctuary. City must have adequate trash and recycle enclosures to protect birds and marine life.

**Durability of Structures.** The temporary structures should be extremely durable and weatherproof to withstand storms.

**Noise.** Entertainment on the Wharf should be limited to daytime only.

**Fumes from Generators.** The City should not allow vendors to have diesel generators due to fumes

**Signs.** Previously the Wharf had too many signs. Limit the number of signs especially in areas that people like to take pictures.



ARCHITECT /  
APPLICANT

FUSE ARCHITECTS + BUILDERS  
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CAPITOLA, CA 95010  
C: DAN GOMEZ  
T: (831) 479-9295  
E: GOMEZ@FUSEARCHITECTURE.COM

DRAWING INDEX

SHEET NUMBER	SHEET NAME
A0	COVER SHEET
A1.0	WHARF SITE PLAN - OVERALL
A1.1	ENLARGED WHARF SITE PLAN - SECTION 01
A1.2	ENLARGED WHARF SITE PLAN - SECTION 02
A1.3	ENLARGED WHARF SITE PLAN - SECTION 03
A1.4	ENLARGED WHARF SITE PLAN - SECTION 04
A1.5	ENLARGED WHARF SITE PLAN - SECTION 05
A1.5	ENLARGED WHARF SITE PLAN - SECTION 06
A1.5	ENLARGED WHARF SITE PLAN - SECTION 07
A2	REVISED SCHEMATIC - WHARF ENTRY
A3	WHARF ENTRY
A4	DONOR PANEL LAYOUT
A5	PHOTO RENDERINGS
A6	BATHROOM



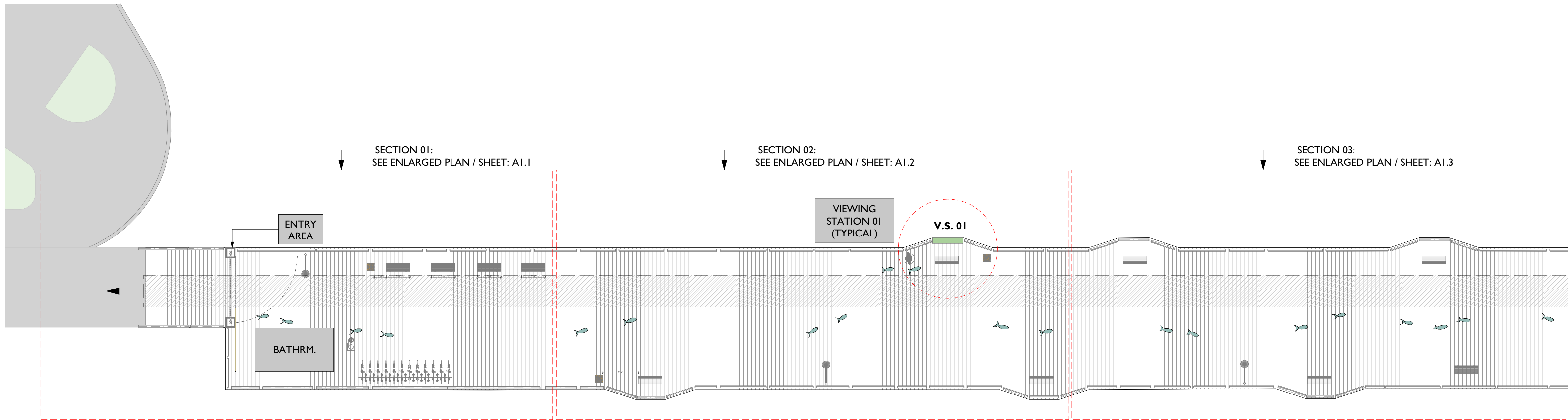
# CAPITOLA WHARF ENTRY GATE

CITY OF CAPITOLA CAPITOLA CALIFORNIA  
SCHEMATIC DESIGN - CONCEPTUAL PLAN  
MARCH 21, 2024

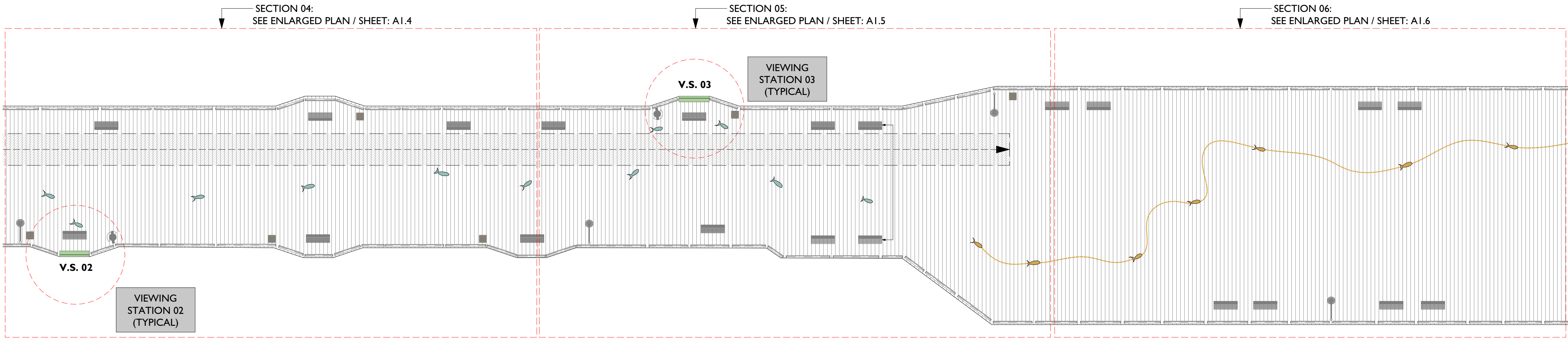
CAPITOLA WHARF

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CA, 95010

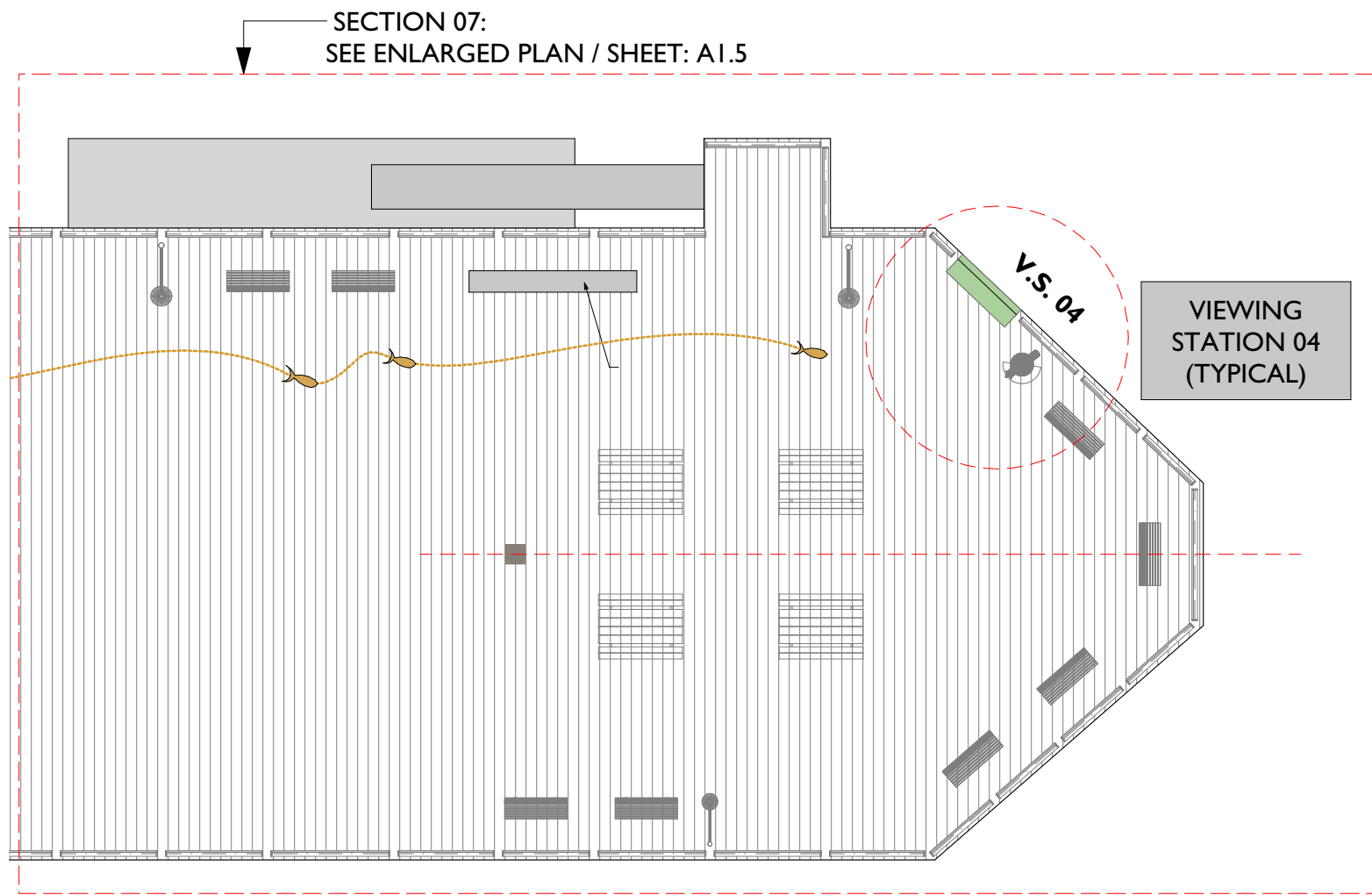
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OVERALL WHARF SITE MAP / SECTION #01 THROUGH #03



OVERALL WHARF SITE MAP - SECTION: #04 THROUGH #06



OVERALL WHARF SITE MAP - SECTION: #07

KEYNOTES

- SITE PLAN

<E> ASPHALT

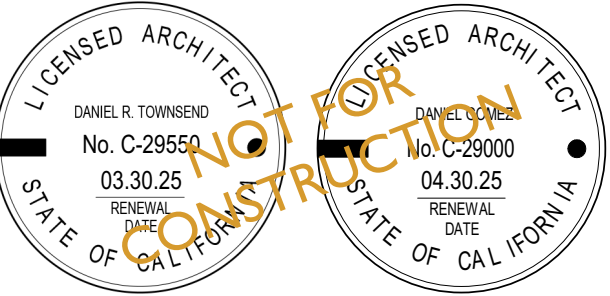
<E> WATER

<E> ROOFING @ BATHROOM

KEY NOTES

Project Submittal Record		
Revision	Date	Issue Description
	03/07/2024	PLANNING SUBMITTAL
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Capitola Wharf

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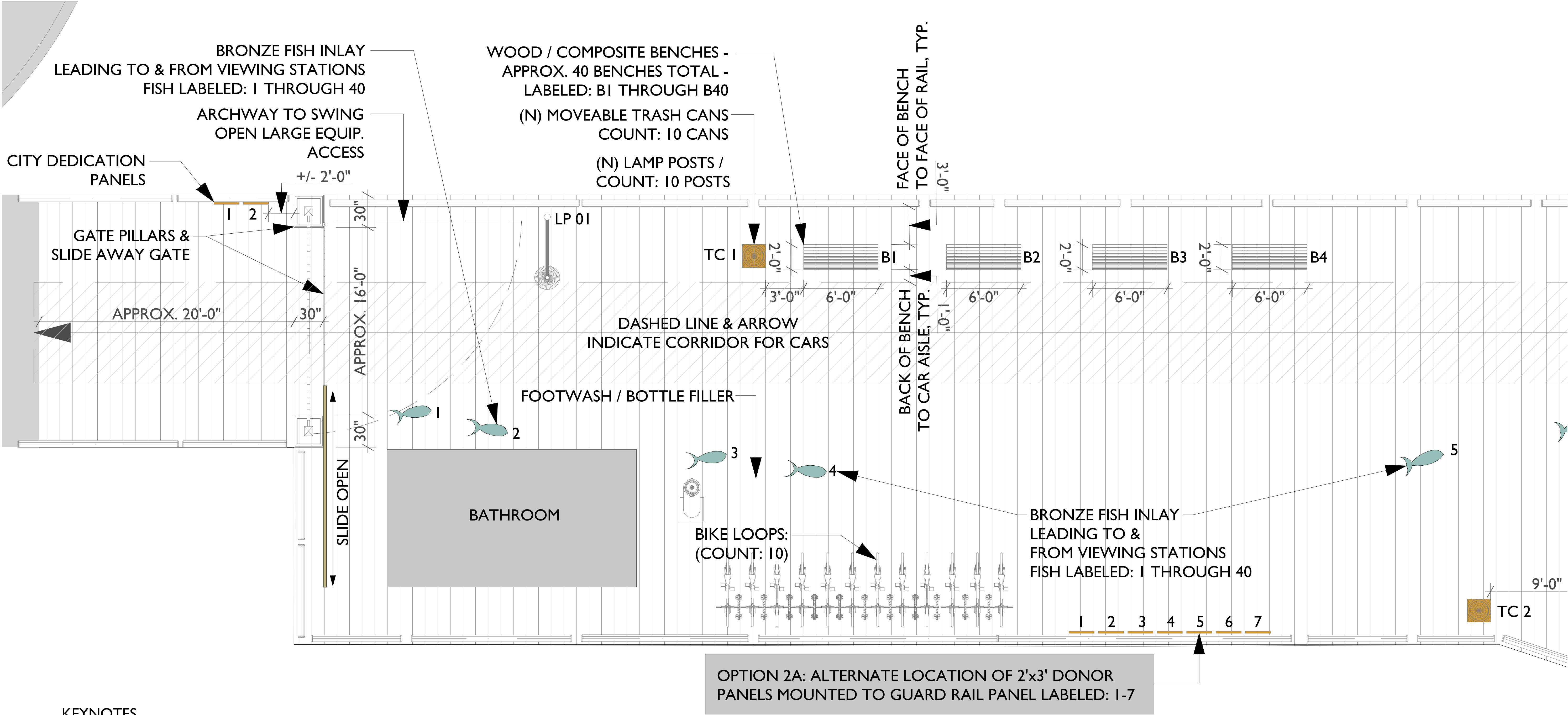
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WHARF SITE PLAN - OVERALL

Scale  
As Indicated

A1.0







KEYNOTES

- <E> ASPHALT
- <E> WATER
- <E> ROOFING @ BATHROOM
- <N> WOOD DECKING
- <N> CAR DRIVE PATH

2

SITE PLAN SECTION 01

1/4" = 1'-0"

ABBREVIATION LEGEND:

- TC #00 - (N) MOVEABLE TRASH CAN W/ LOCATION NUMBER
- LP #00 - (N) LAMP POST MOUNTED TO WOOD DECK W/ LOCATION NUMBER
- PT #00 - (N) PICNIC TABLE W/ LOCATION NUMBER
- FISH #01 - (N) FISH CLEANING STATION / DIMENSIONS T.B.D.

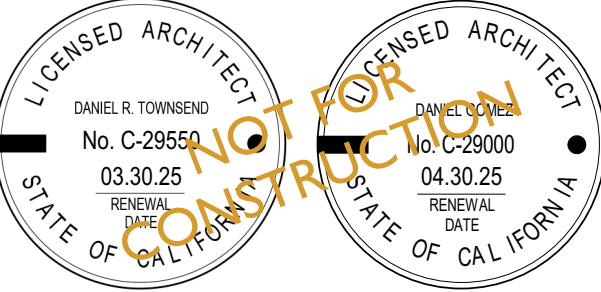
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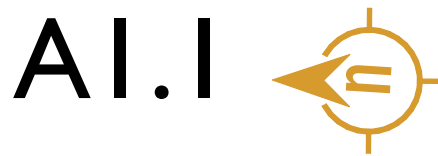


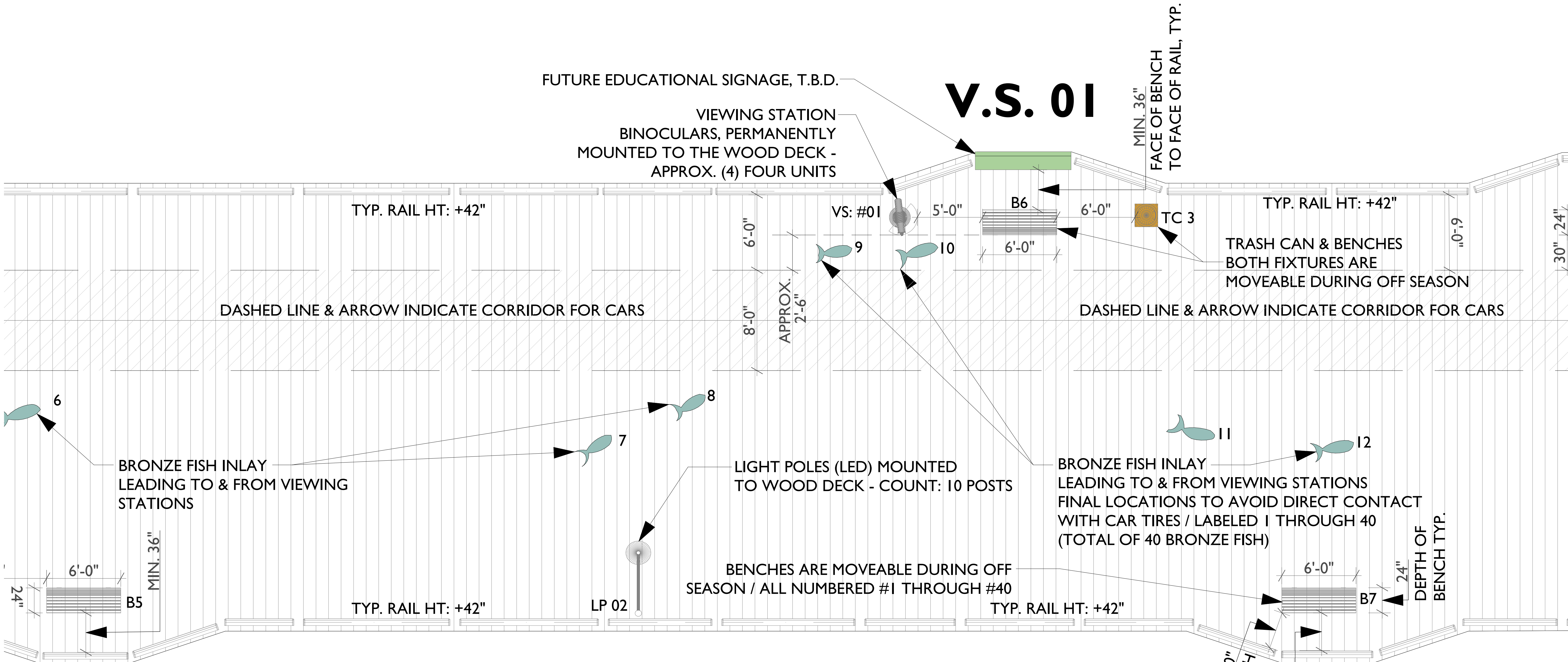
Project Name  
Capitola Wharf

Accessor's Parcel Number  
APN #: 123-456-78

Sheet Title  
ENLARGED WHARF SITE PLAN - SECTION 01

Scale  
As Indicated





SITE PLAN SECTION 02

1/4" = 1'-0"

KEYNOTES

SITE PLAN

- <E> ASPHALT
- <E> WATER
- <E> ROOFING @ BATHROOM
- <N> WOOD DECKING
- <N> CAR DRIVE PATH

SITE PLAN

ABBREVIATION LEGEND:

- TC #00 - (N) MOVEABLE TRASH CAN W/ LOCATION NUMBER
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- FISH #01 - (N) FISH CLEANING STATION / DIMENSIONS T.B.D.

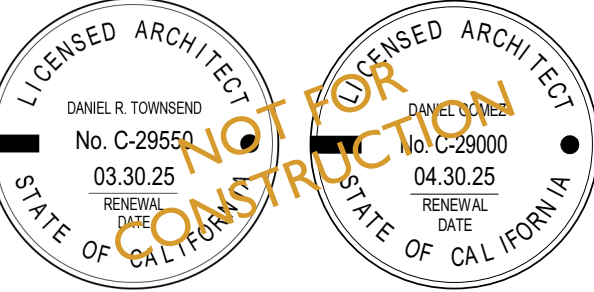
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Capitola Wharf

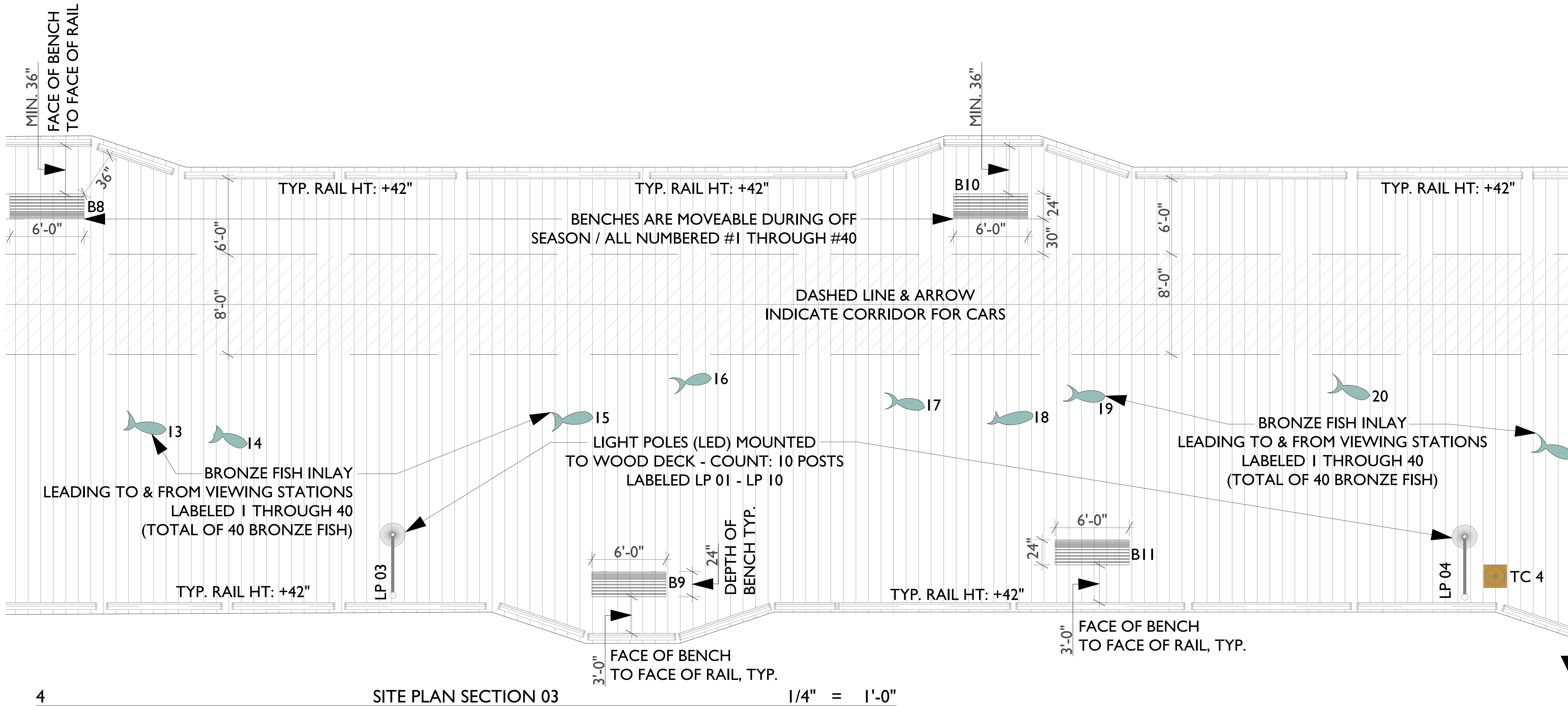
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APN #: 123-456-78

Sheet Title  
ENLARGED WHARF SITE PLAN -  
SECTION 02

Scale  
As Indicated

A1.2





4

SITE PLAN SECTION 03

1/4" = 1'-0"

KEYNOTES

- <E> ASPHALT
- <E> WATER
- <E> ROOFING @ BATHROOM
- <N> WOOD DECKING
- <N> CAR DRIVE PATH

ABBREVIATION LEGEND:

- TC #00 - (N) MOVEABLE TRASH CAN W/ LOCATION NUMBER
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- PT #00 - (N) PICNIC TABLE W/ LOCATION NUMBER
- FISH #01 - (N) FISH CLEANING STATION / DIMENSIONS T.B.D.

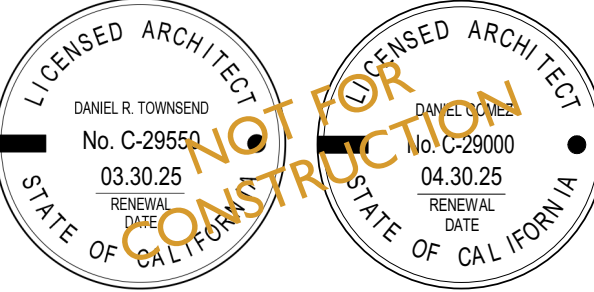
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Capitola Wharf

Accessor's Parcel Number  
APN #: 123-456-78

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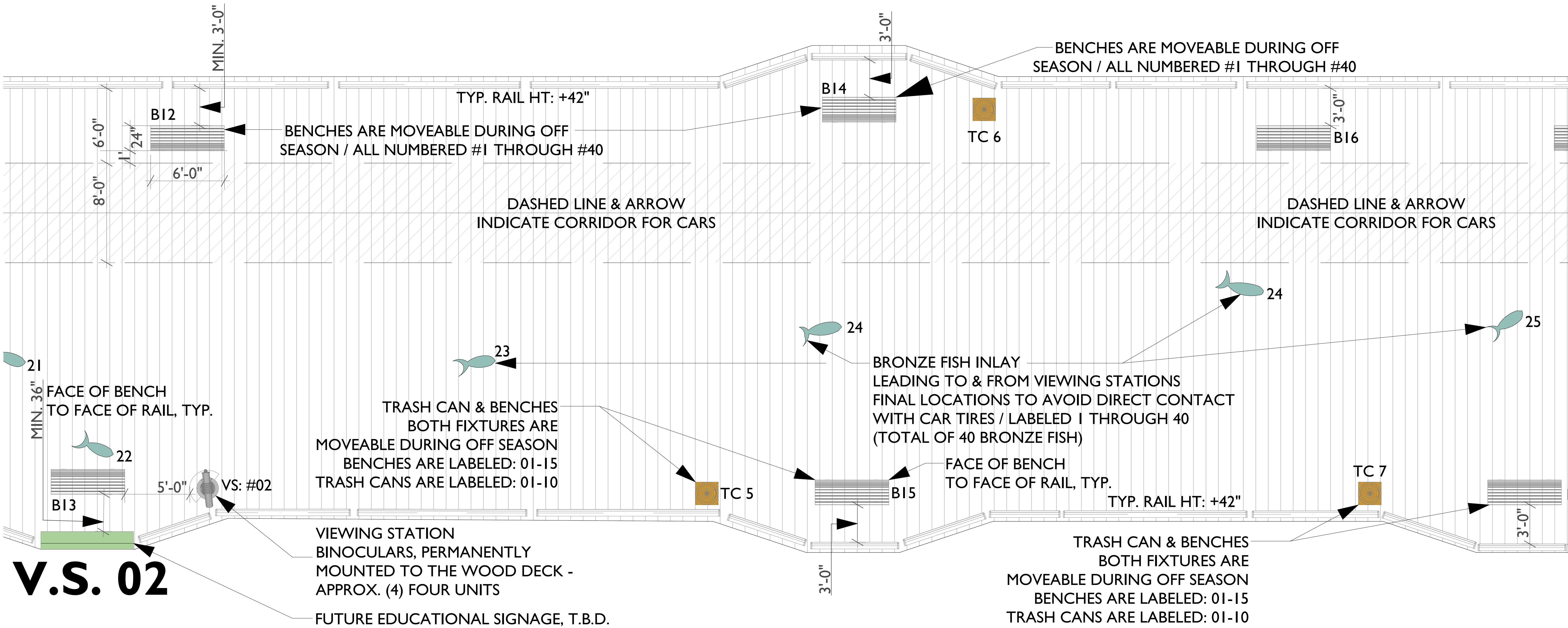
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As Indicated

A1.3

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V.S. 02

KEYNOTES

SITE PLAN

- <E> ASPHALT
- <E> WATER
- <E> ROOFING @ BATHROOM
- <N> WOOD DECKING
- <N> CAR DRIVE PATH

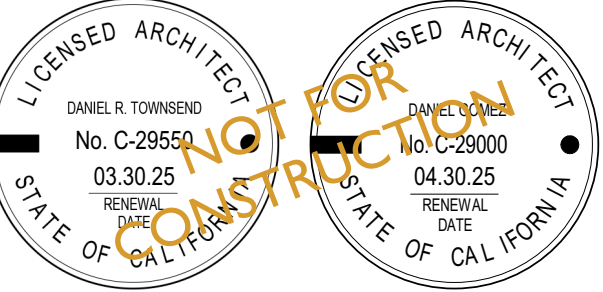
SITE PLAN

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- TC #00 - (N) MOVEABLE TRASH CAN W/ LOCATION NUMBER
- LP #00 - (N) LAMP POST MOUNTED TO WOOD DECK W/ LOCATION NUMBER
- PT #00 - (N) PICNIC TABLE W/ LOCATION NUMBER
- FISH #01 - (N) FISH CLEANING STATION / DIMENSIONS T.B.D.

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Capitola Wharf

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APN #: 123-456-78

Sheet Title  
ENLARGED WHARF SITE PLAN - SECTION 04

Scale  
As Indicated

A1.4



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<E> ASPHALT

<E> WATER

<E> ROOFING @ BATHROOM

<N> WOOD DECKING

<N> CAR DRIVE PATH

ABBREVIATION LEGEND:

TC #00 - (N) MOVEABLE TRASH CAN W/ LOCATION NUMBER

LP #00 - (N) LAMP POST MOUNTED TO WOOD DECK W/ LOCATION NUMBER

PT #00 - (N) PICNIC TABLE W/ LOCATION NUMBER

FISH #01 - (N) FISH CLEANING STATION / DIMENSIONS T.B.D.

LIGHT POLES (LED) MOUNTED TO WOOD DECK - COUNT: 10 POSTS

INSTALL THE 4TH VIEWING STATION IN THE CURRENT PHASE BUT HOLDING OFF ON THE BRONZE FISH (INDICATED BY YELLOW DASHED LINE) UNTIL THE FUTURE USES AND LAYOUT OF BUILDINGS ARE DETERMINED. FISH STAMPS TO BE PAINTED ON THE WHARF DECK SURFACE IN INTERIM.

BRONZE FISH INLAY  
LEADING TO & FROM VIEWING STATIONS  
FINAL LOCATIONS TO AVOID DIRECT CONTACT  
WITH CAR TIRES / LABELED I THROUGH 40  
(TOTAL OF 40 BRONZE FISH)

- LIGHT POLES (LED) MOUNTED  
TO WOOD DECK - COUNT: 10 POSTS  
LABELED LP 01 - LP 10

## SITE PLAN

## SITE PLAN

## Project Submittal Record

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Project Name

Capitola Wharf

**Accessor's Parcel Number**

APN #: 123-456-78

Sheet Title

ENLARGED WHARF SITE PLAN -  
SECTION 05

**Scale**

Scale  
As Indicated

## AI.5

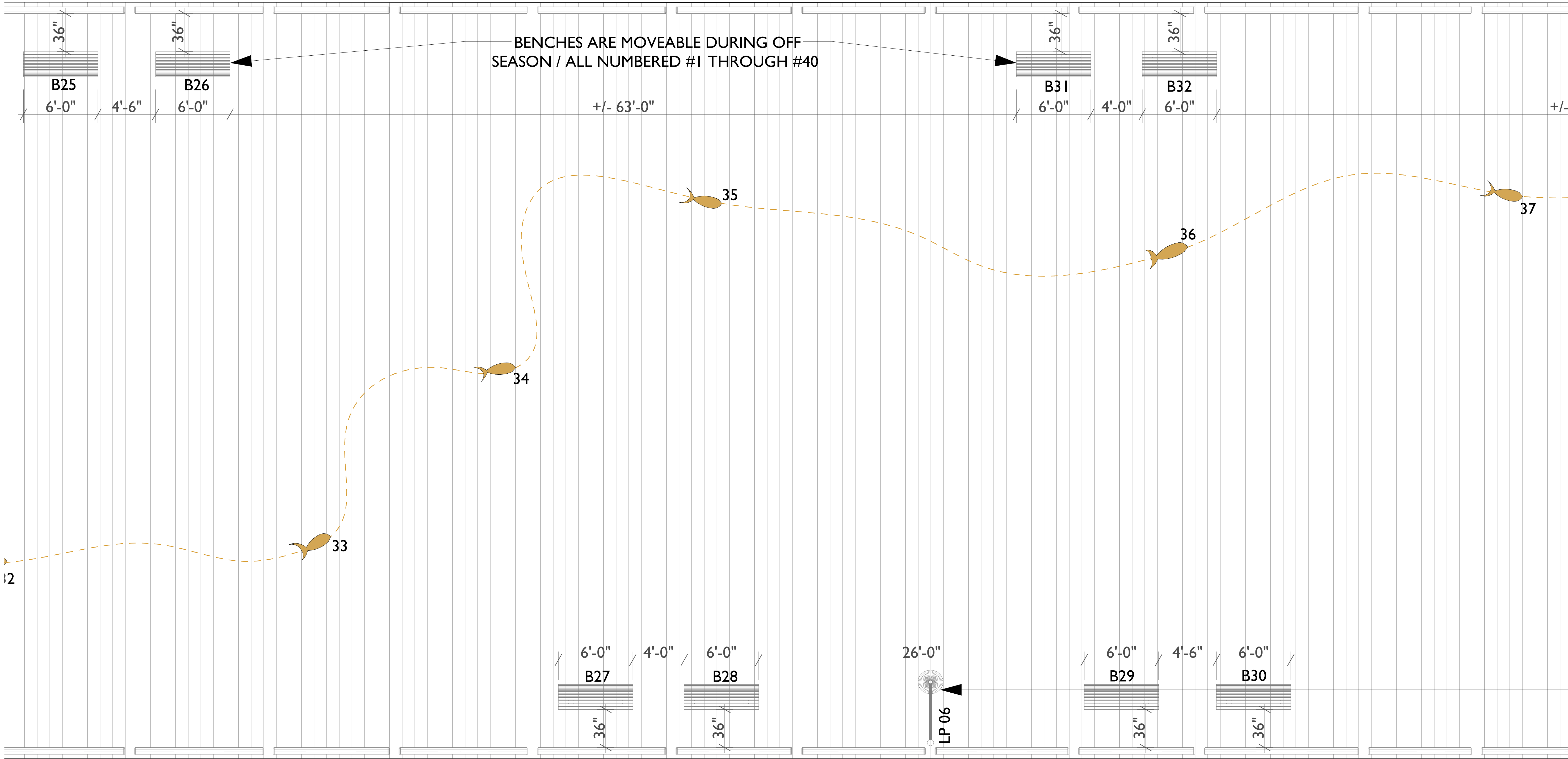


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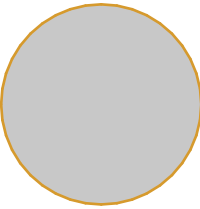
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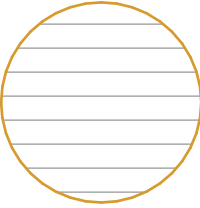


KEYNOTES

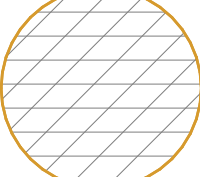
SITE PLAN



<E> ROOFING @ BATHROOM



<N> WOOD DECKING



<N> CAR DRIVE PATH

ABBREVIATION LEGEND:

SITE PLAN

TC #00 - (N) MOVEABLE TRASH CAN W/ LOCATION NUMBER

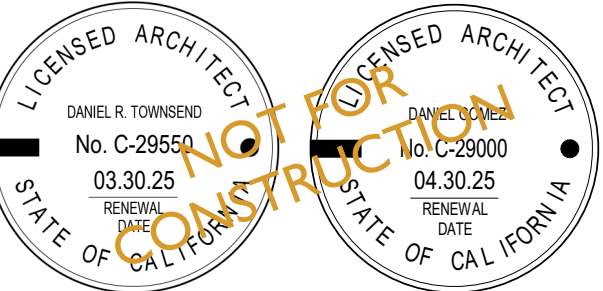
LP #00 - (N) LAMP POST MOUNTED TO WOOD DECK W/ LOCATION NUMBER

PT #00 - (N) PICNIC TABLE W/ LOCATION NUMBER

FISH #01 - (N) FISH CLEANING STATION / DIMENSIONS T.B.D.

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Capitola Wharf

Accessor's Parcel Number  
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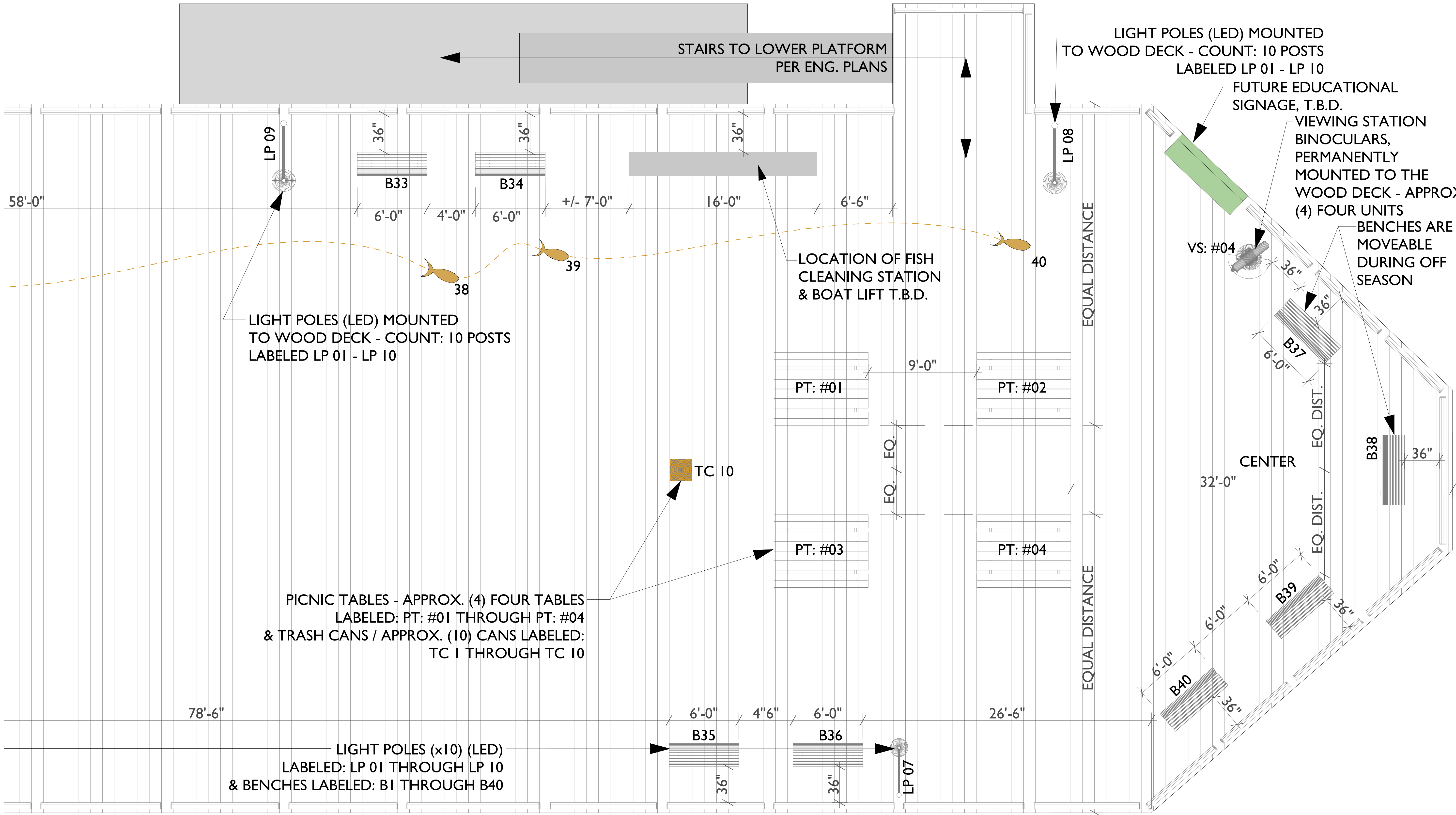
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ENLARGED WHARF SITE PLAN -  
SECTION 06

Scale  
As Indicated

A1.5







KEYNOTES

SITE PLAN		<E> ROOFING @ BATHROOM
		<N> WOOD DECKING
		<N> CAR DRIVE PATH

ABBREVIATION LEGEND:

SITE PLAN	TC #00 - (N) MOVEABLE TRASH CAN W/ LOCATION NUMBER
	LP #00 - (N) LAMP POST MOUNTED TO WOOD DECK W/ LOCATION NUMBER
	PT #00 - (N) PICNIC TABLE W/ LOCATION NUMBER
	FISH #01 - (N) FISH CLEANING STATION / DIMENSIONS T.B.D.

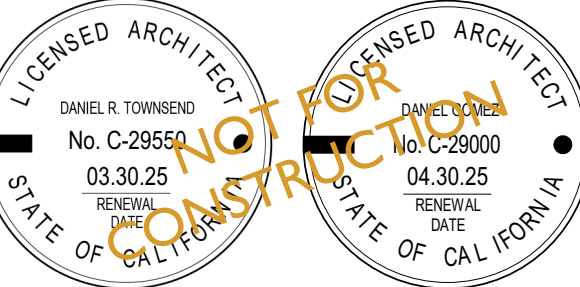
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WHARF

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Capitola Wharf

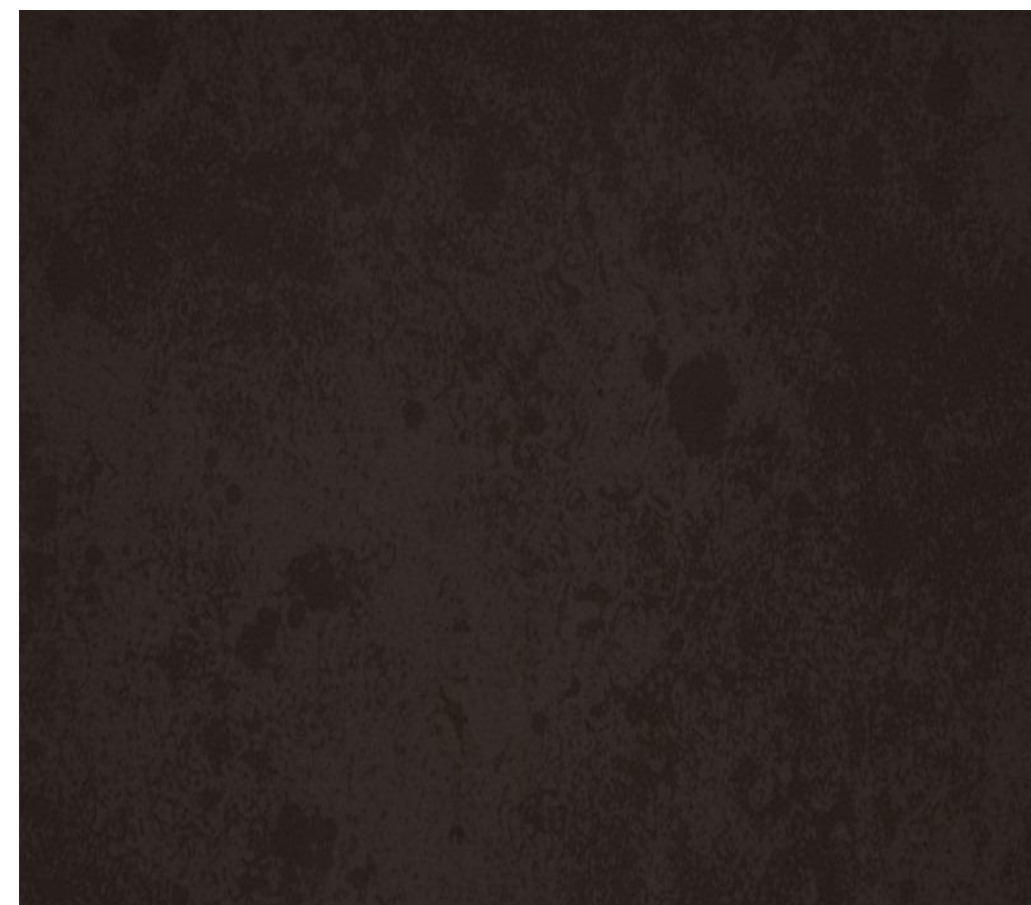
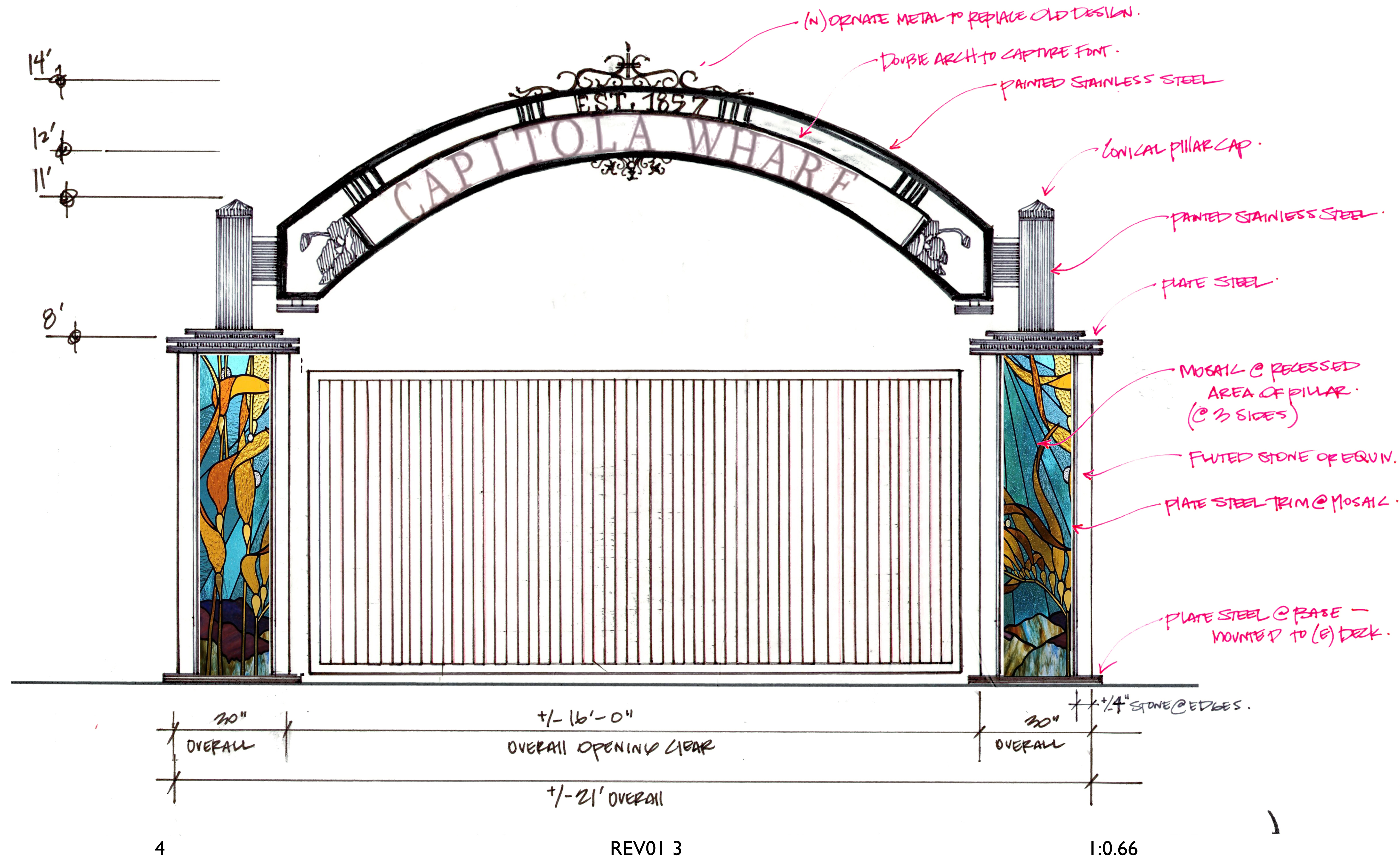
Accessor's Parcel Number  
APN #: 123-456-78

Sheet Title  
ENLARGED WHARF SITE PLAN -  
SECTION 07

Scale  
As Indicated

A1.5





PAINTED STAINLESS STEEL



FLUTED STONE



MOSIAC / GLASS TILE

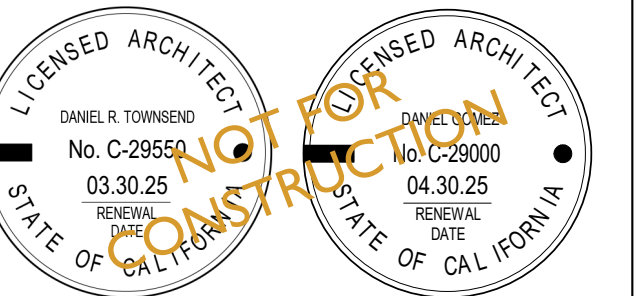
# CAPITOLA WHARF

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Project Name  
Capitola Wharf

Accessor's Parcel Number  
APN #: 123-456-78

Sheet Title  
REVISED SCHEMATIC - WHARF ENTRY

Scale  
As Indicated

A2



CAPITOLA WHARF

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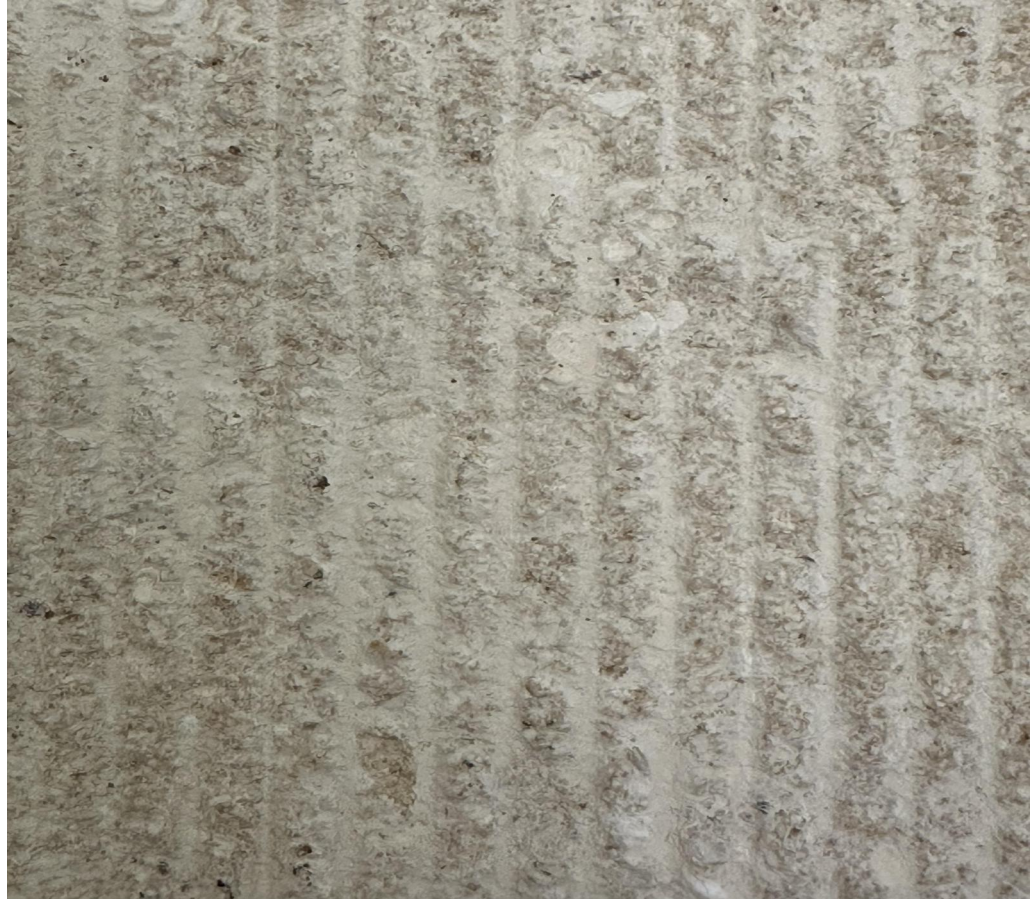
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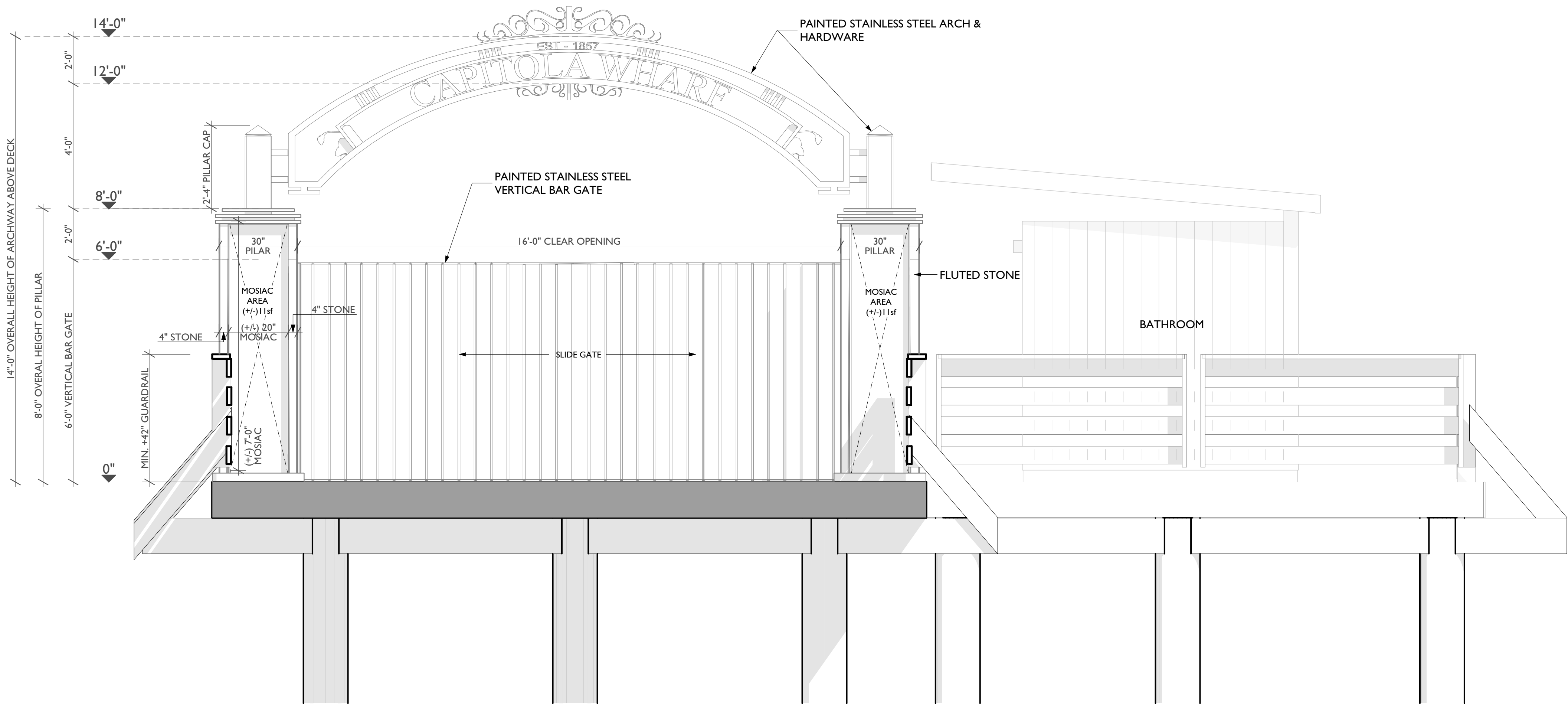
MATERIALS:



PAINTED STAINLESS STEEL



FLUTED STONE



I ENTRY WHARF 1/2" = 1'-0"



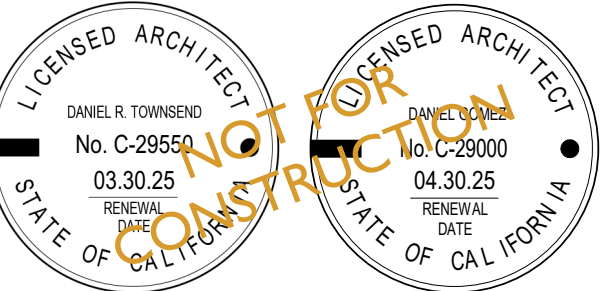
3D IMAGE TO ILLUSTRATE DESIGN INTENT



3D IMAGE TO ILLUSTRATE DESIGN INTENT - PILLAR DETAIL

Project Submittal Record		
Revision	Date	Issue Description
	03/07/2024	PLANNING SUBMITTAL
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Project Name  
Capitola Wharf

Accessor's Parcel Number  
APN #: 123-456-78

Sheet Title  
WHARF ENTRY

Scale  
As Indicated

A3

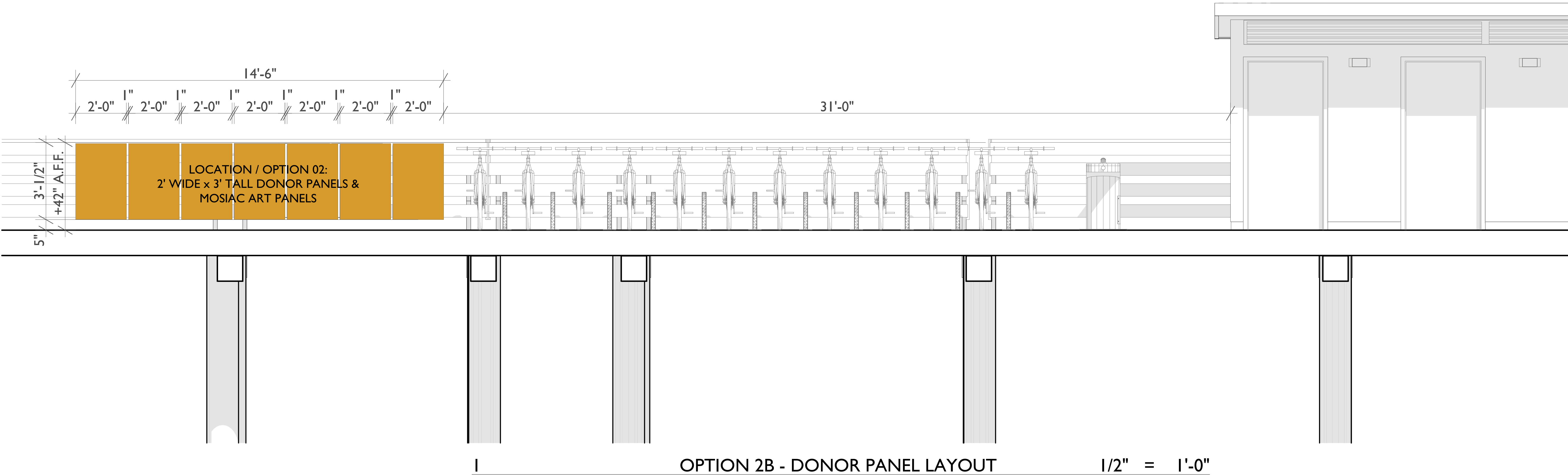


CAPITOLA WHARF

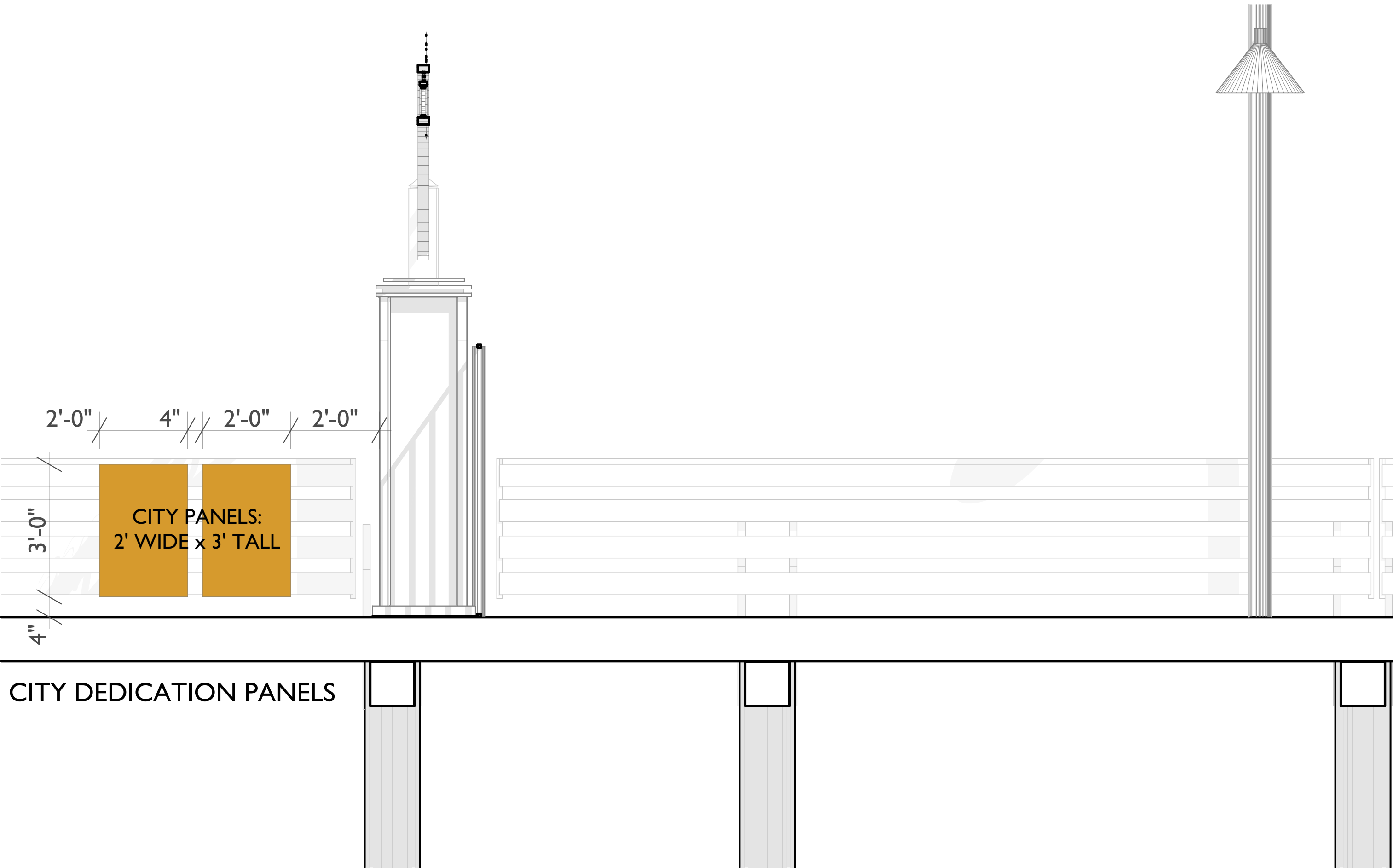
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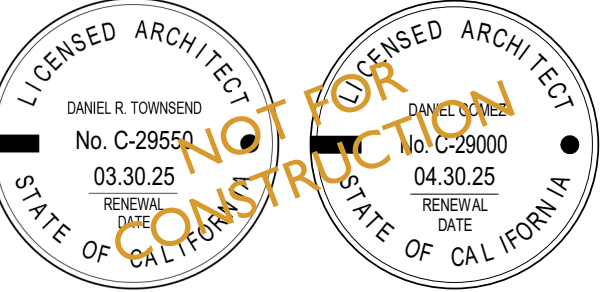


ENTRANCE VIEWS



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Project Name  
Capitola Wharf

Accessor's Parcel Number  
APN #: 123-456-78

Sheet Title  
DONOR PANEL LAYOUT

Scale  
As Indicated

A4





ENTRANCE VIEW

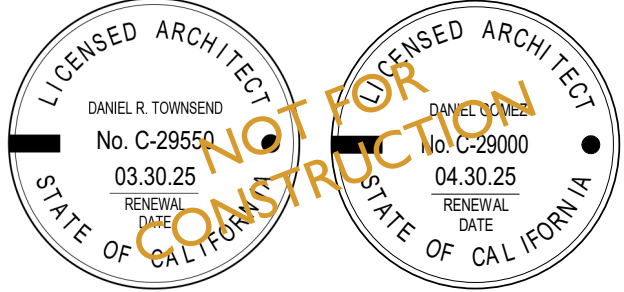
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Project Name  
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Accessor's Parcel Number  
APN #: 123-456-78

Sheet Title  
PHOTO RENDERINGS

Scale  
As Indicated

A5



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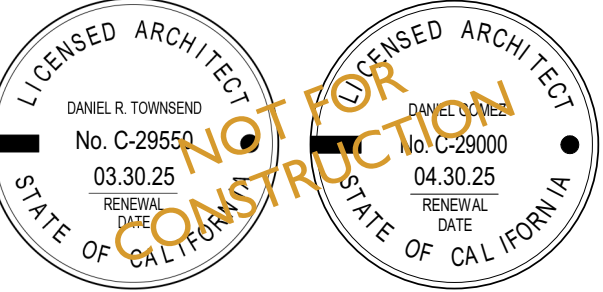
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CLAD THE BATHROOM IN COMPOSITE WOOD PRESERVING ALL STAINLESS STEEL

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Project Name  
Capitola Wharf

Accessor's Parcel Number  
APN #: 123-456-78

Sheet Title  
BATHROOM

Scale  
As Indicated

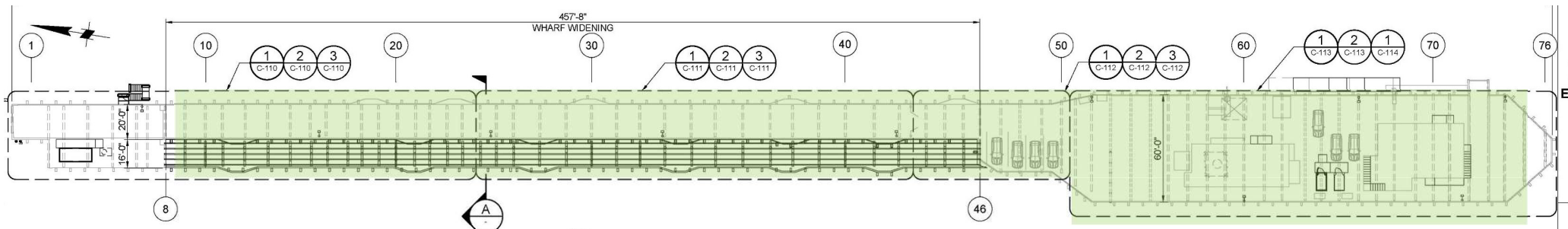
A6



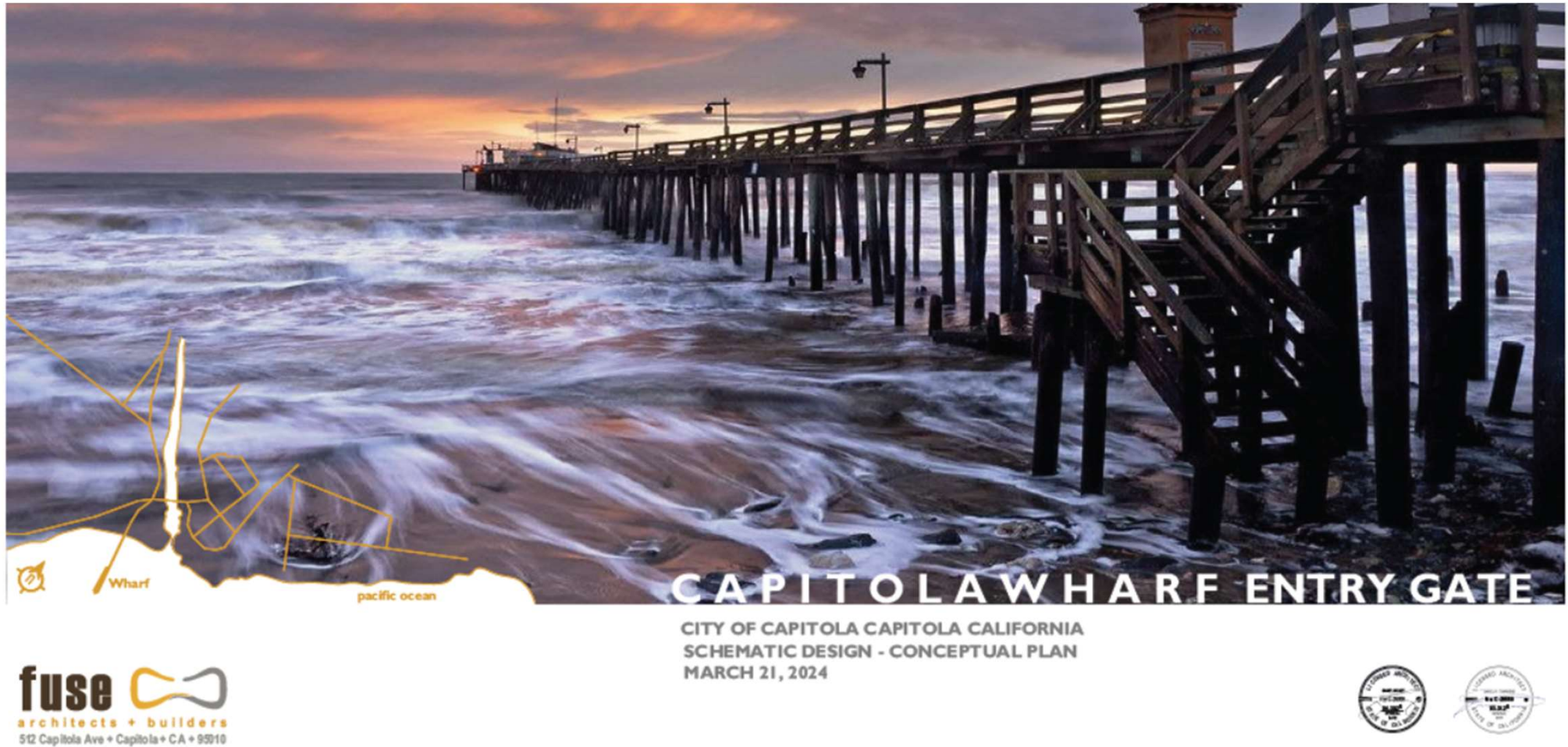
# Capitola Wharf Temporary Uses Plan



# Current Status of Wharf



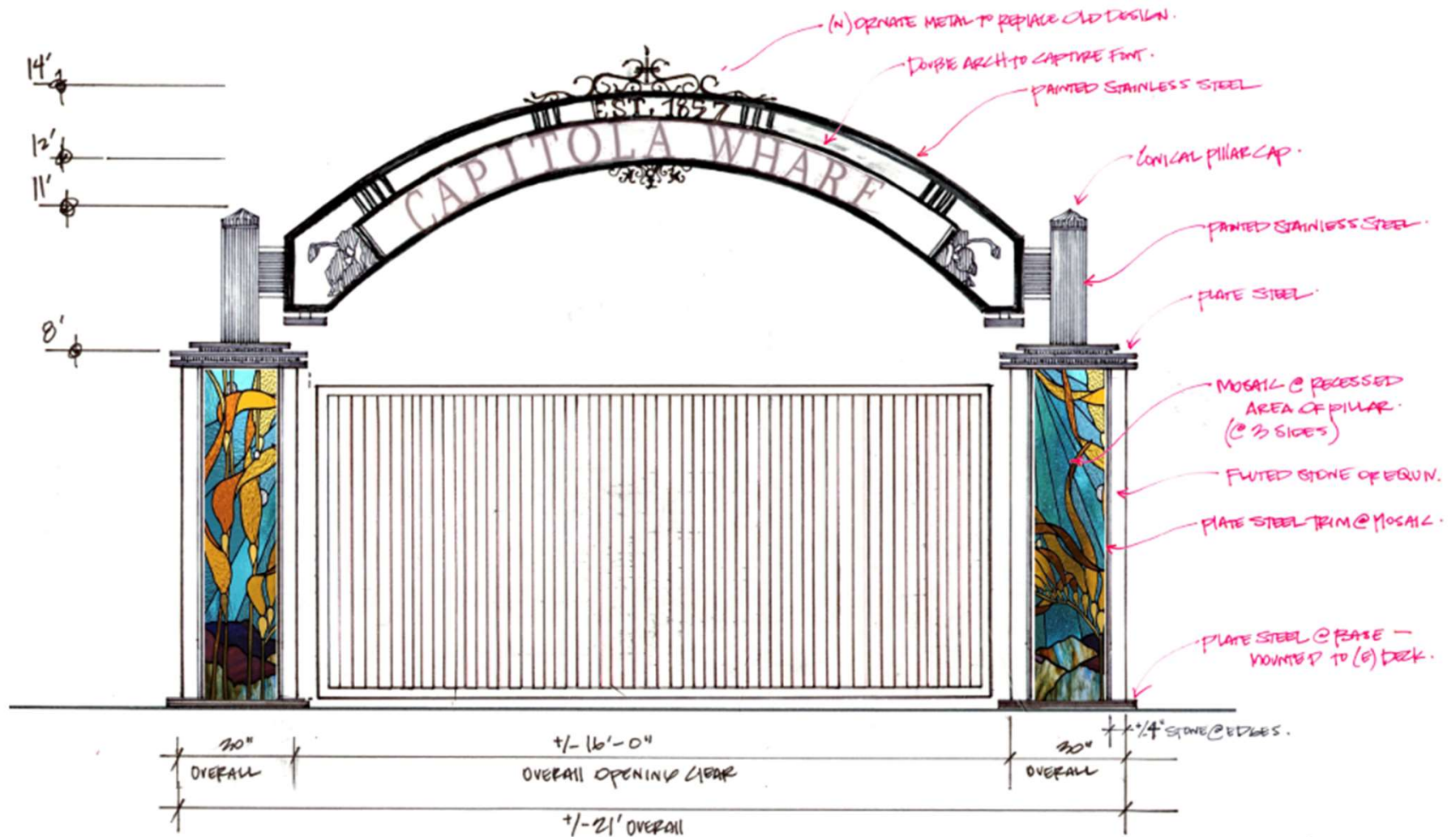




# Approved Plans



# New Entryway







## 3 Bathrooms





## 1 water fill and foot cleaning station







## 10 Lights





## 4 Viewing Stations





# 40 Benches





## 4 Picnic Tables







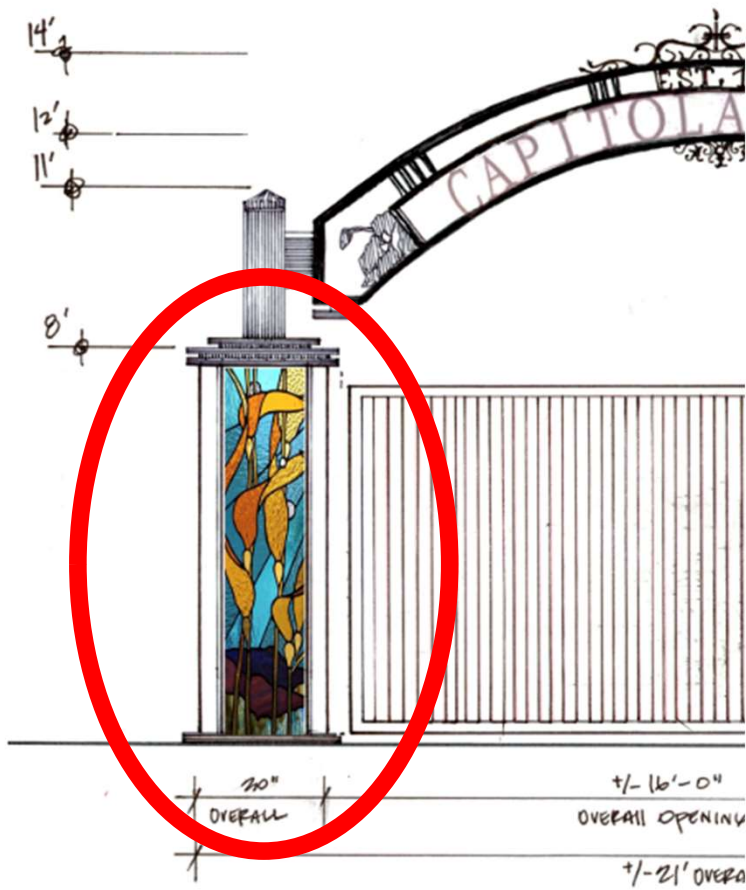
# 10 Trash Can





## Artwork - Entry Columns

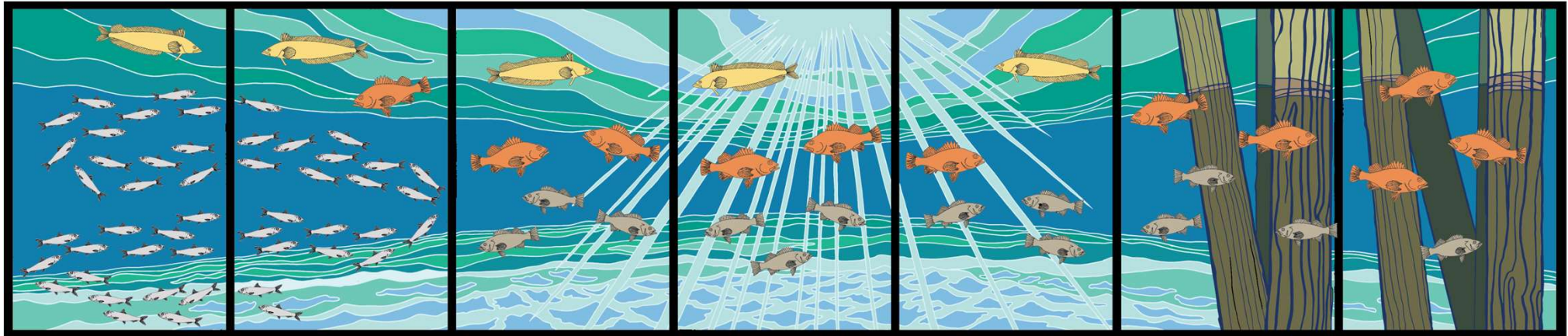
### Artwork – Kathleen Crocetti Mosaic tile panels





## Artwork - Donor Panels

### Artwork – Kathleen Crocetti Mosaic tile panels





## Artwork – Scavenger Hunt

### Artwork - Sean Monaghan of the Bronze Works Fine Arts Foundry

- 40 bronze art pieces proposed
- Artwork recessed into the wharf decking and created a meandering pathway to 4 viewing areas

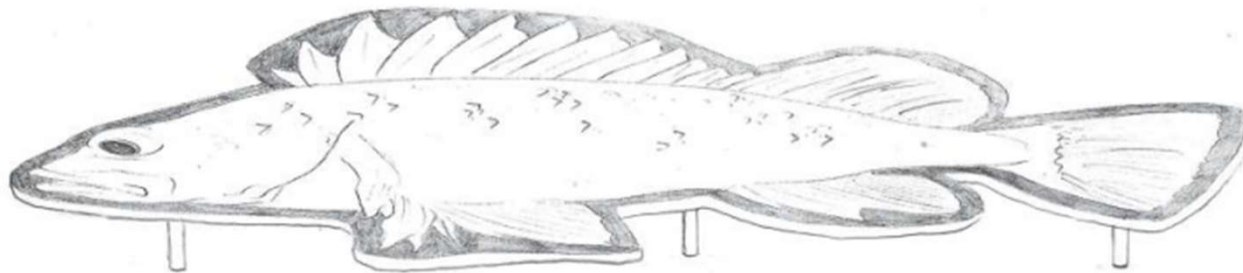


Figure 4. Tilted view of bronze bas-relief Rockfish and installation method

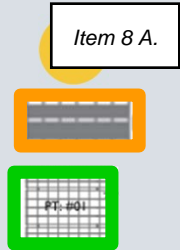




Water fill & foot wash station  
Viewing stations  
Bronze fish scavenger hunt

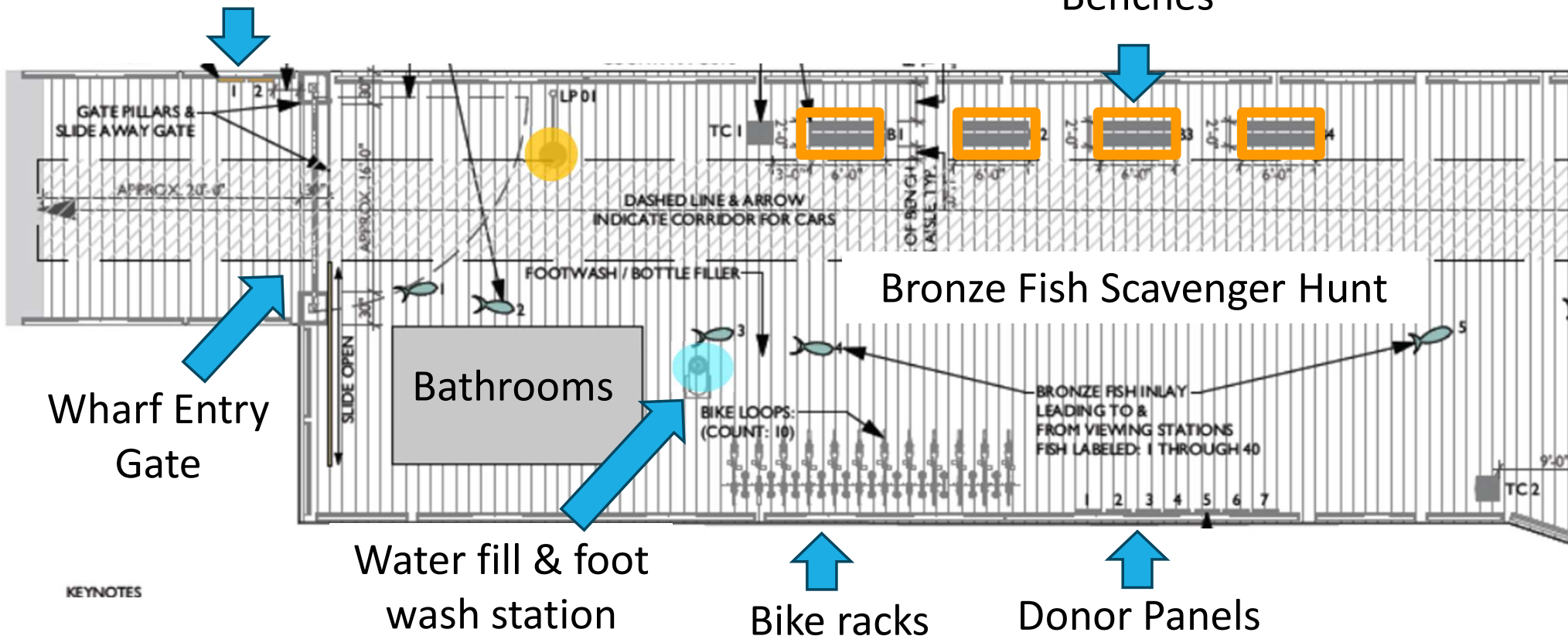


Overhead Lights  
Benches  
Moveable Tables



City Dedication  
Panels

Benches



KEYNOTES



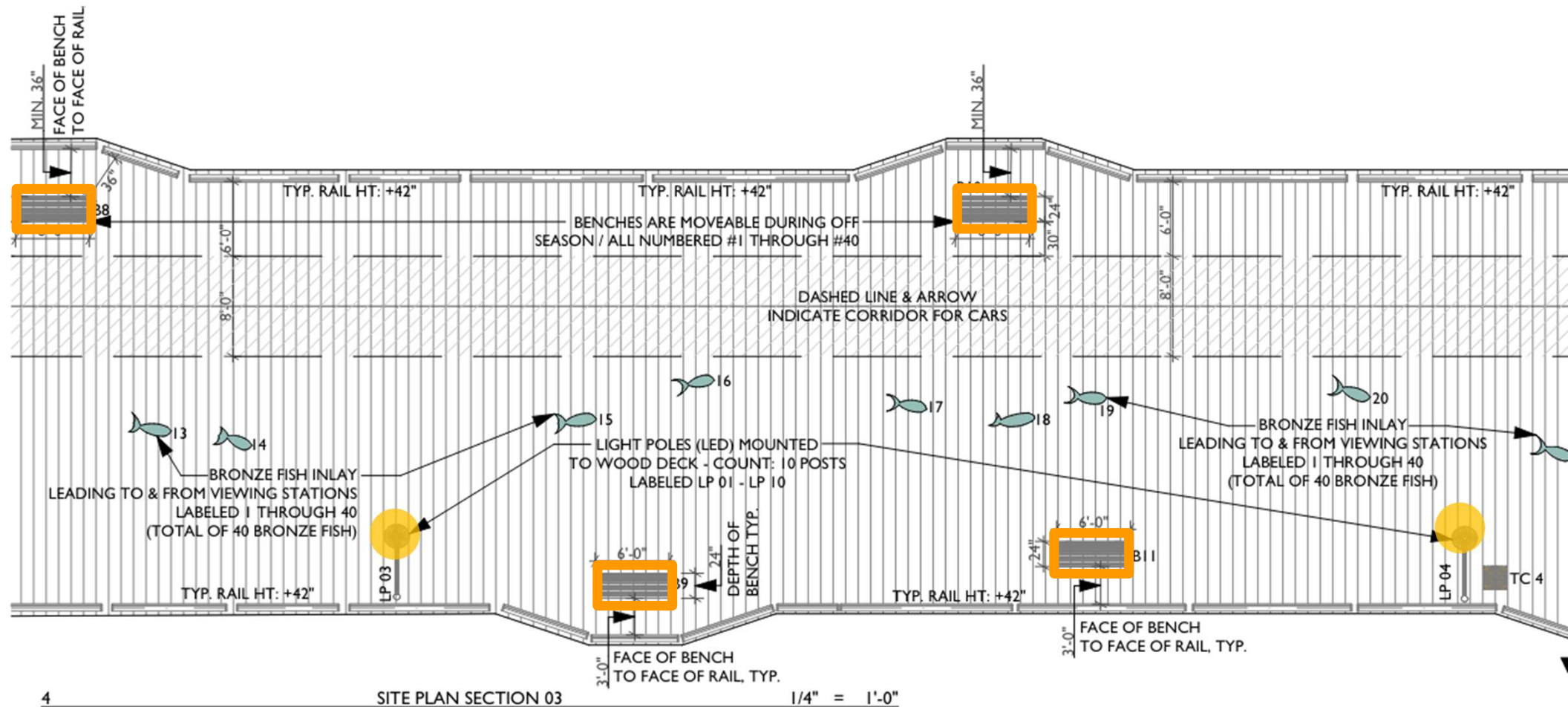
Water fill & foot wash station  
Viewing stations  
Bronze fish scavenger hunt



Overhead Lights  
Benches  
Moveable Tables



Item 8 A.



4

SITE PLAN SECTION 03

1/4" = 1'-0"

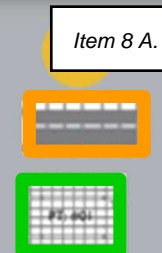
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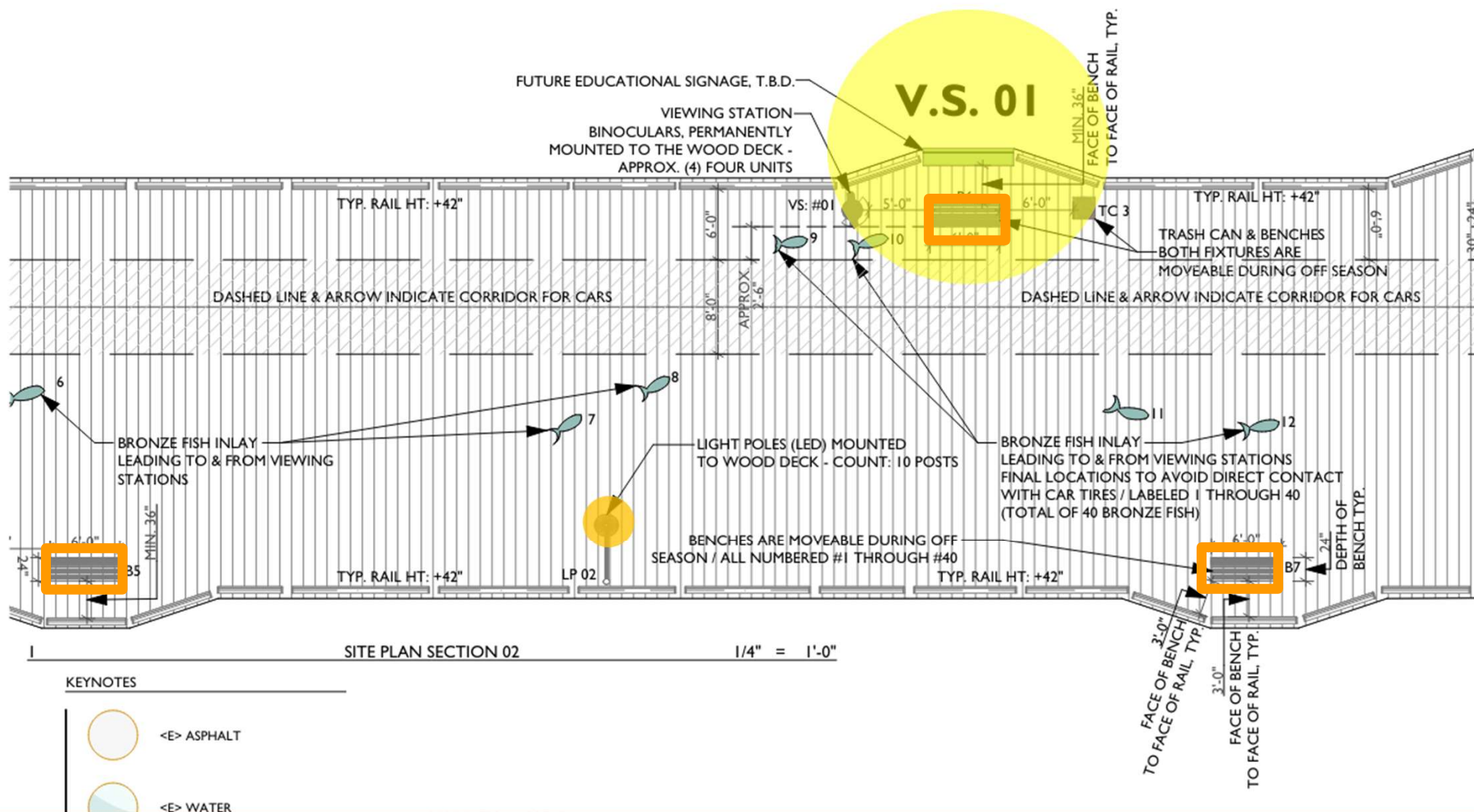
Water fill & foot wash station  
Viewing stations  
Bronze fish scavenger hunt



Overhead Lights  
Benches  
Moveable Tables



Item 8 A.



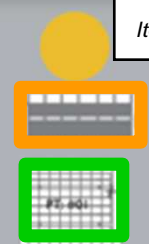




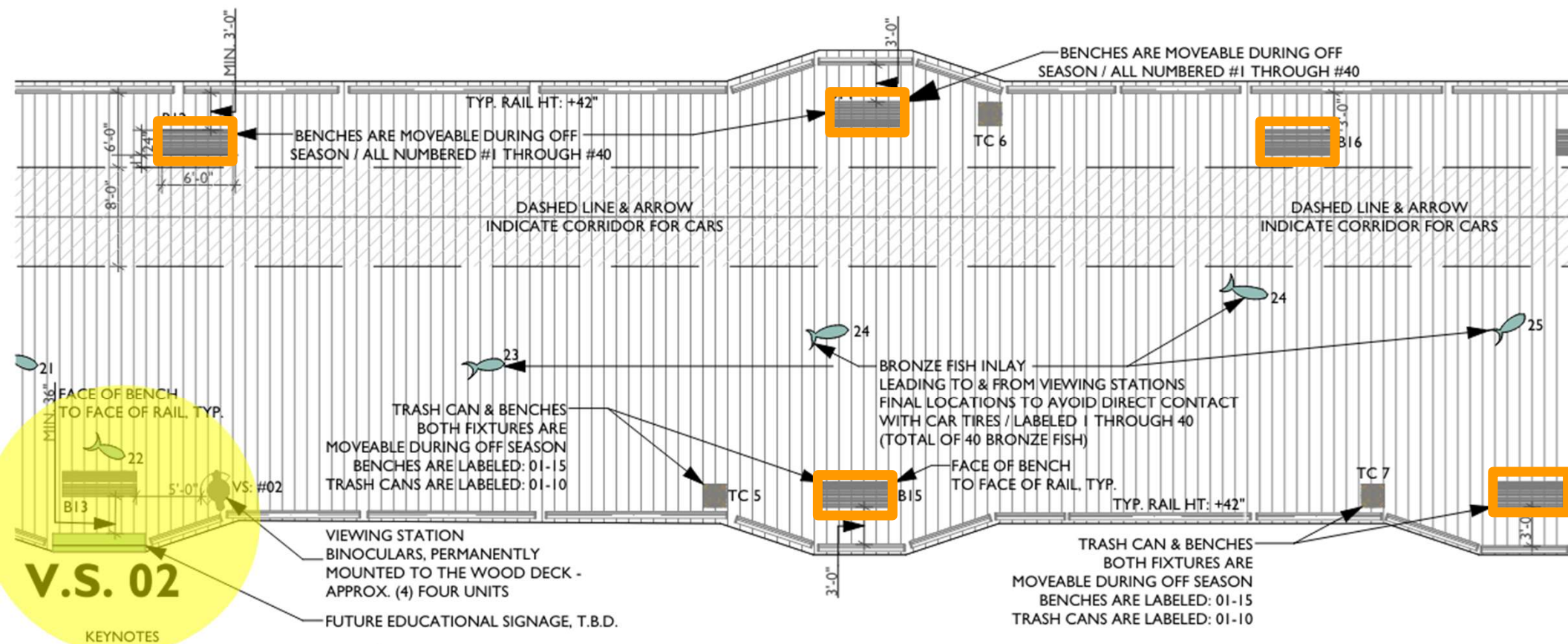
Water fill & foot wash station  
Viewing stations  
Bronze fish scavenger hunt



Overhead Lights  
Benches  
Moveable Tables

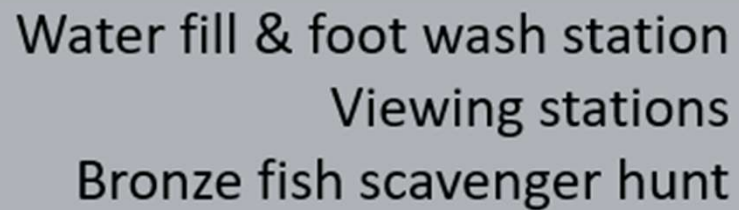


Item 8 A.

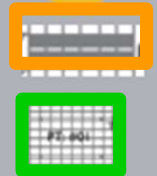








Overhead Lights  
Benches  
Moveable Tables

[illegible]

# Timeline

# Near Term Timeline

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Item	Timing
Cushman Contracting completes “heavy operations”	3-weeks
Cushman Contracting complete scope of work	End of June
Soft opening with periodic closures for contractor access	Early July
Grand Opening	August 14



# Longer Term Timeline

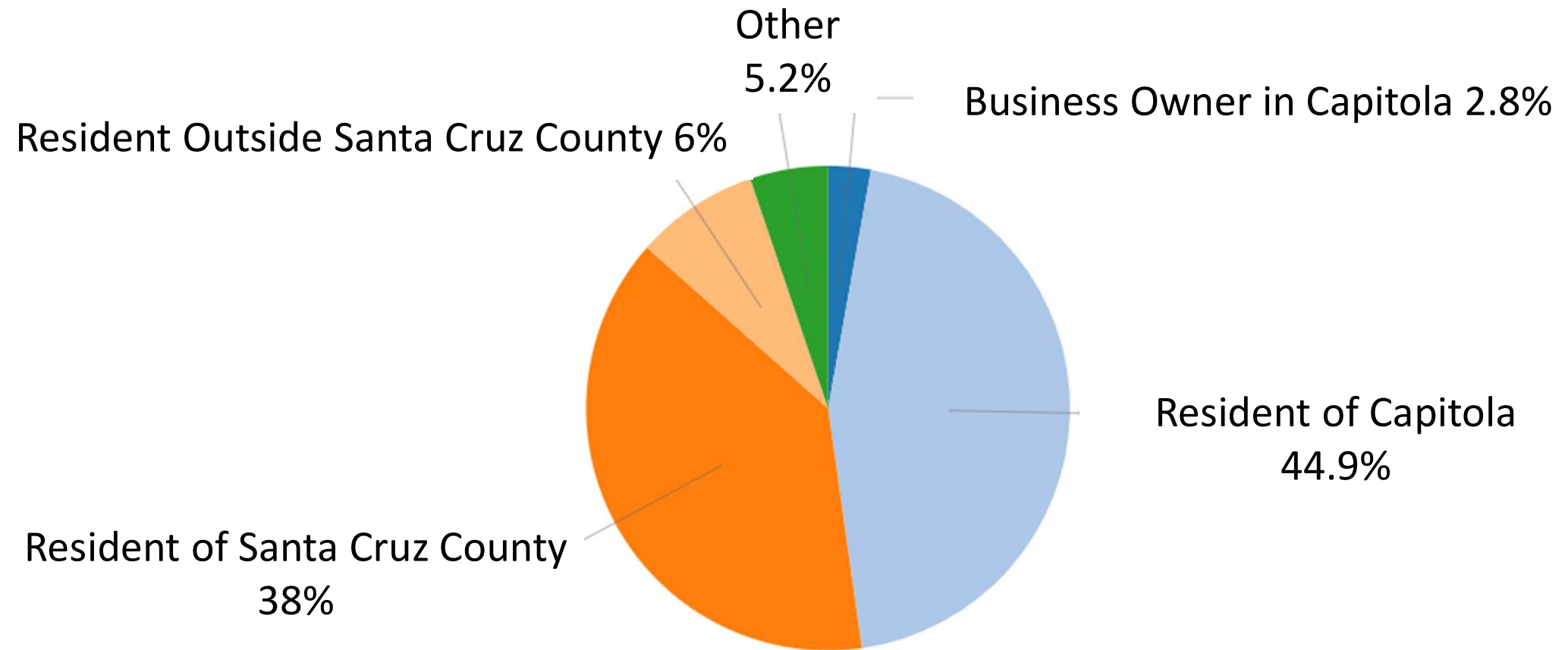
	Spring 2024	Summer 2024	Fall 2024	Winter 2025	Spring 2025	Summer 2025	Fall 2025	Winter 2026	Spring 2026	Summer 2026	Fall 2026	Winter 2026
Temporary Use Coastal Permits												
Wharf Opens with Temporary Uses												
Create Permanent Plan for Wharf Uses												
Permits & Funding												
Implementation												

# Temporary Use Survey Results

# Temporary Use Survey Results

Item 8 A.

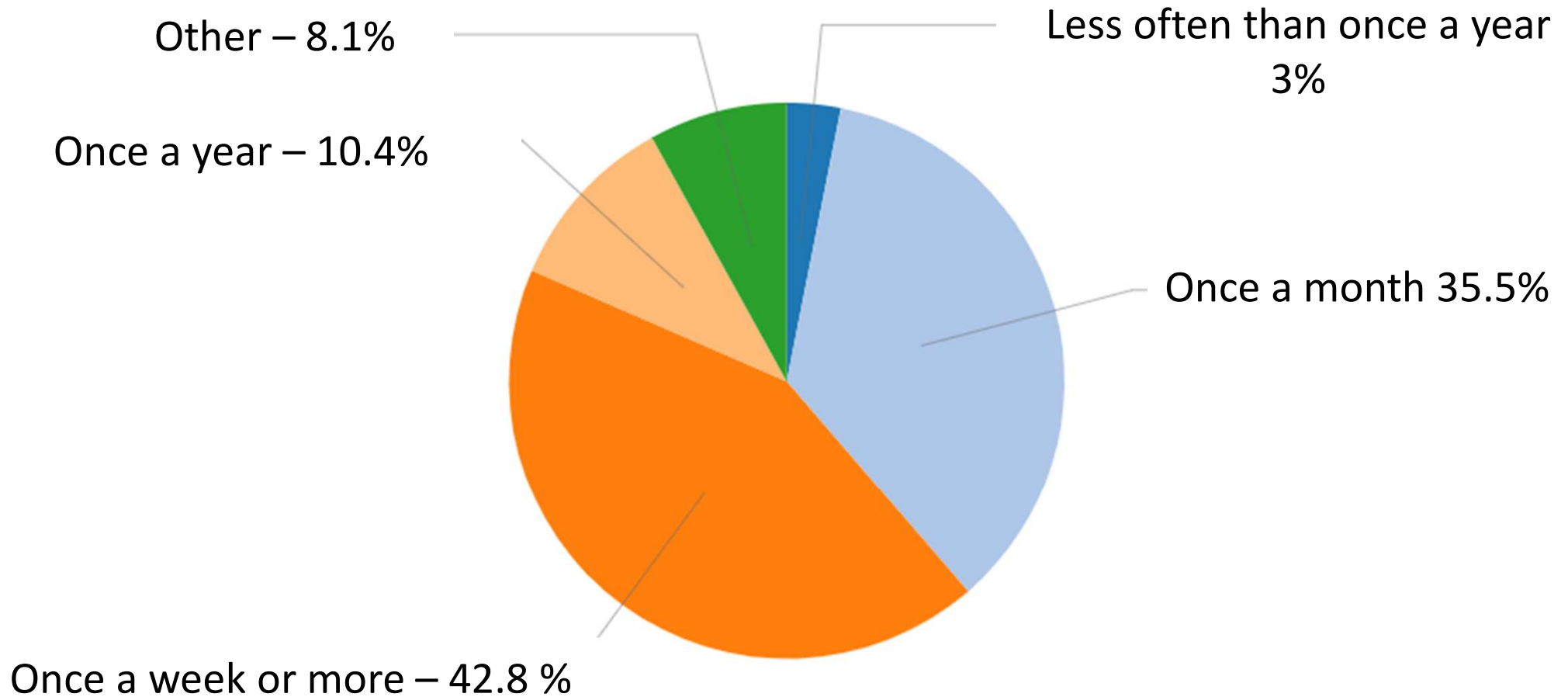
Q1. Which best describes you?



# Temporary Use Survey Results

Item 8 A.

Q2. Approximately, how often did you visit the Wharf when it was open?

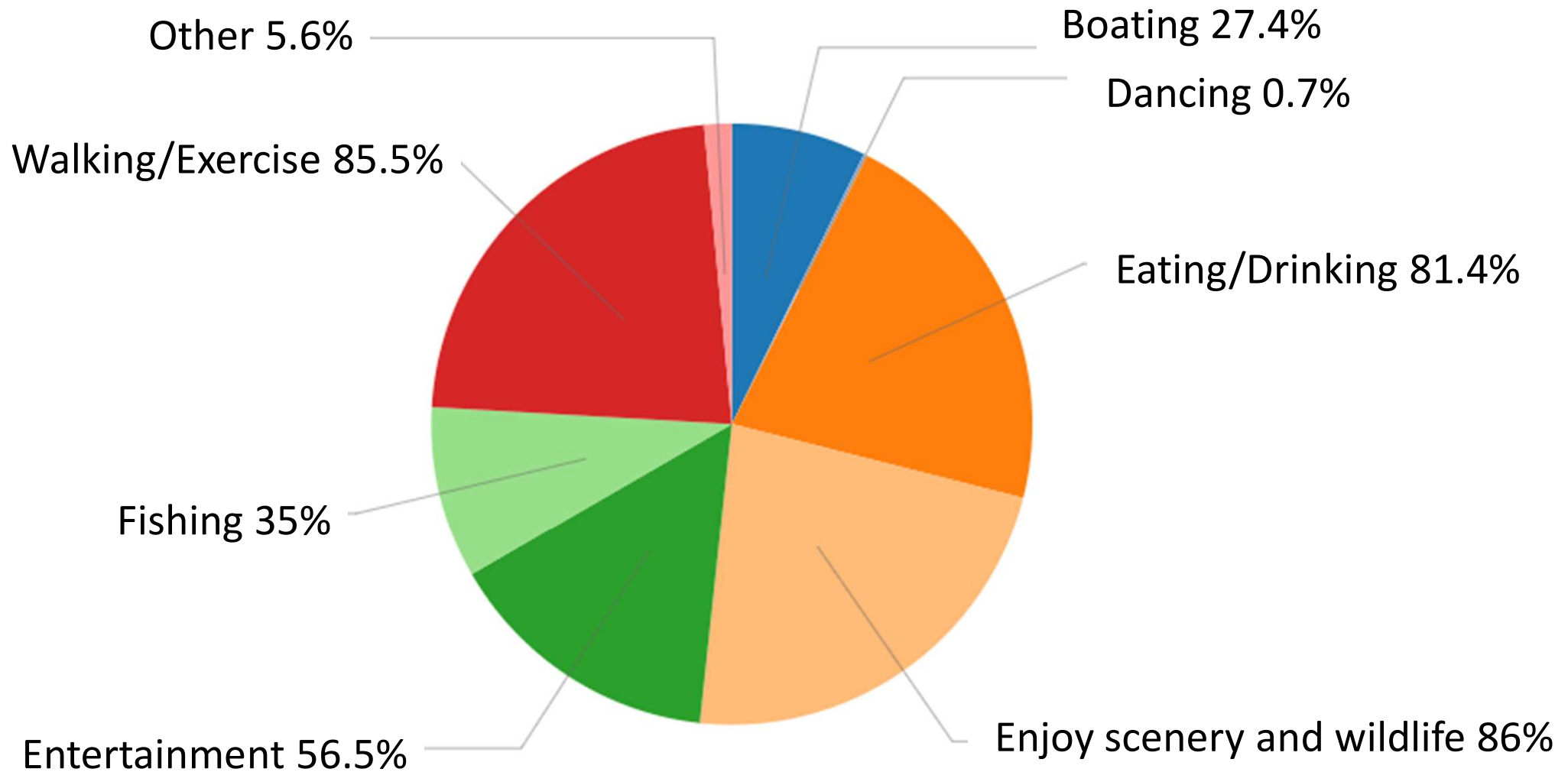




# Temporary Use Survey Results

Item 8 A.

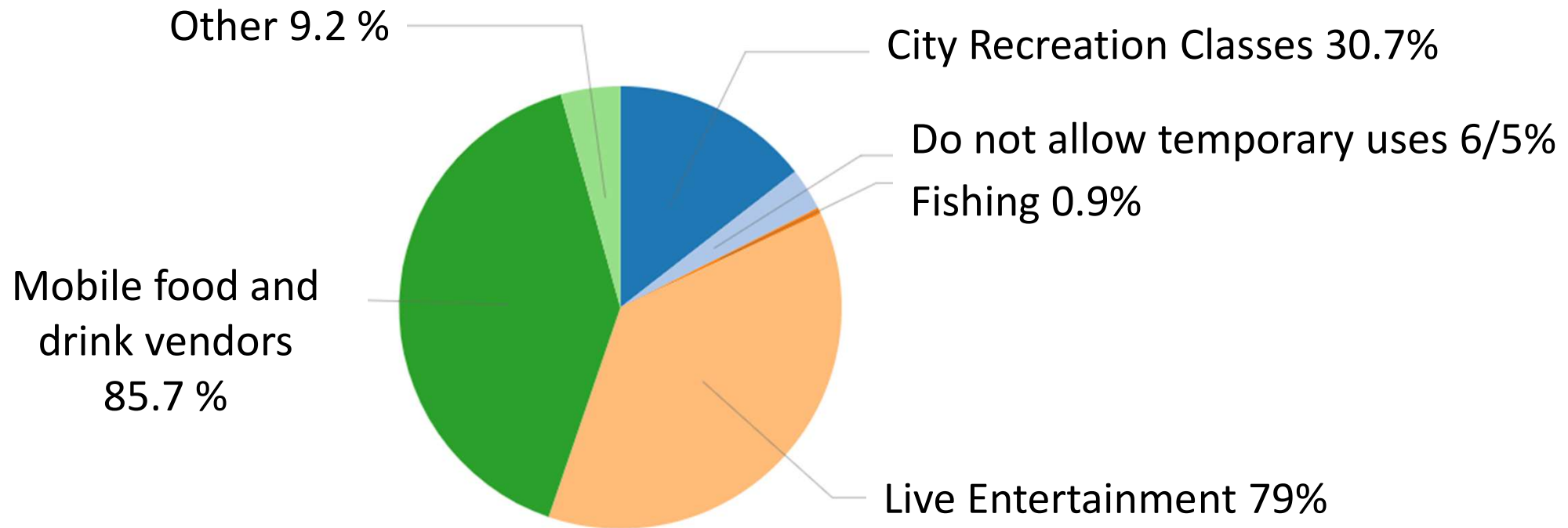
Q3. Select all activities you previously enjoyed when visiting the Wharf.



# Temporary Use Survey Results

Item 8 A.

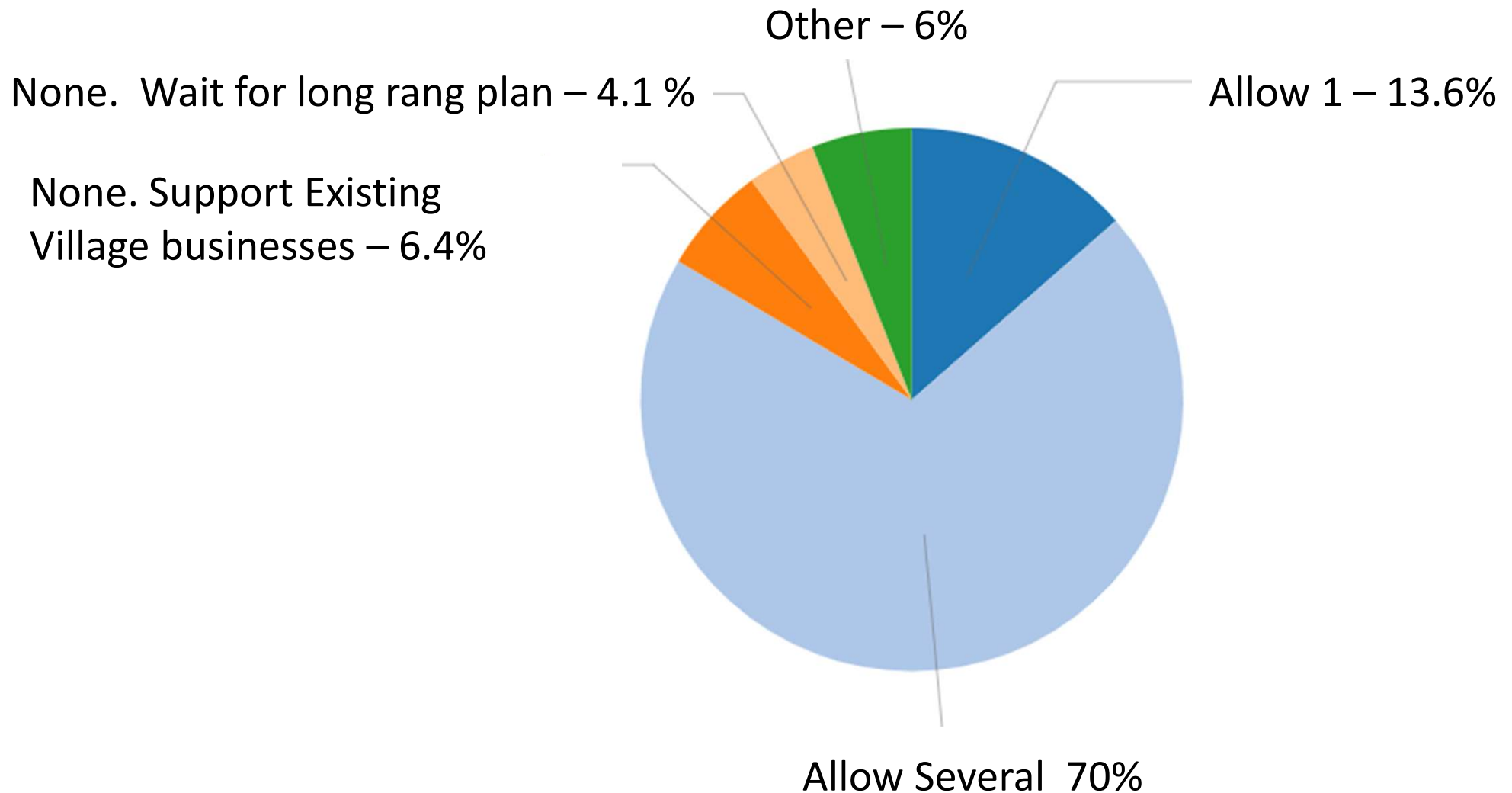
Q4. Which of the following temporary activities would you support on the Wharf?



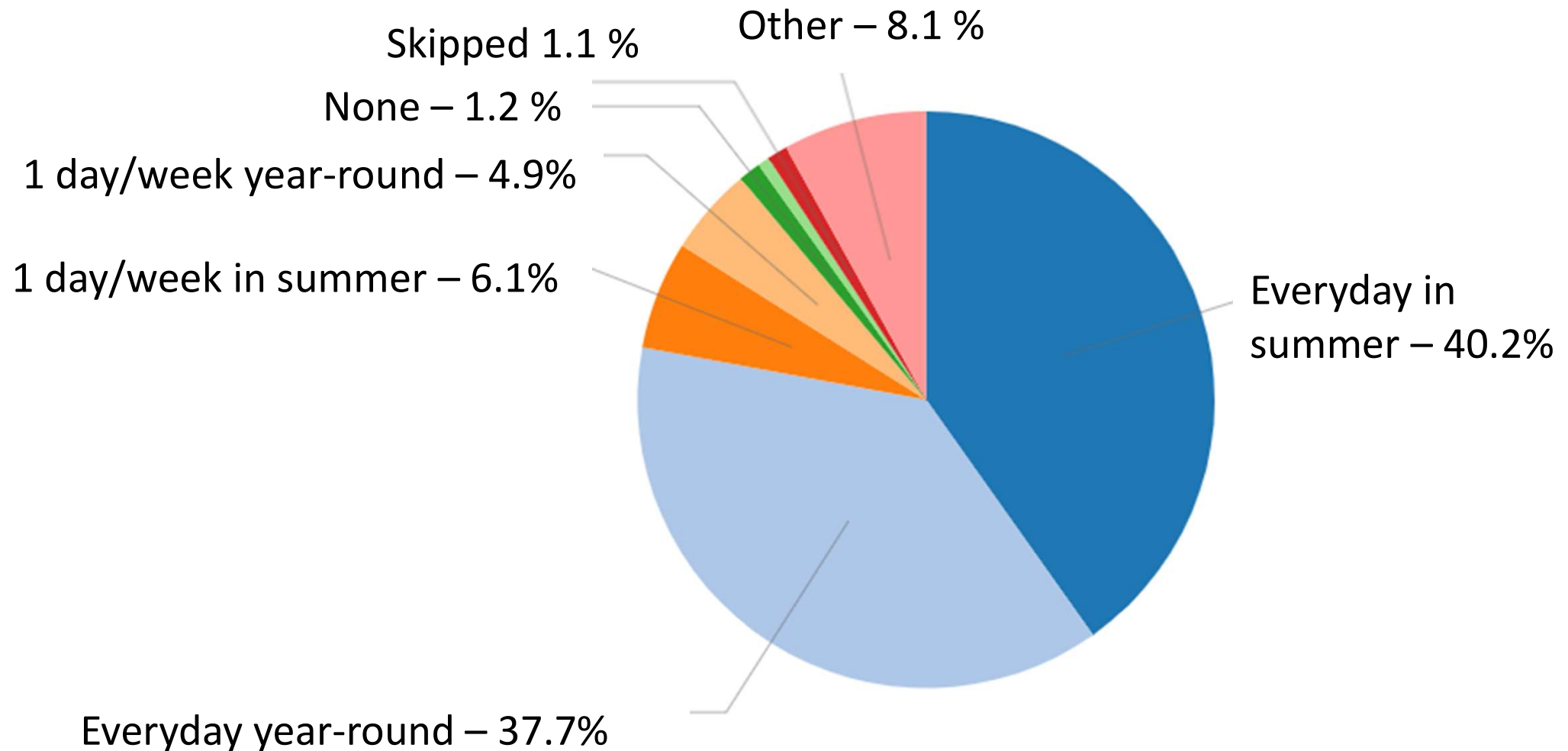
# Temporary Use Survey Results

Item 8 A.

Q5. Number of temporary food and beverage vendors City should allow:

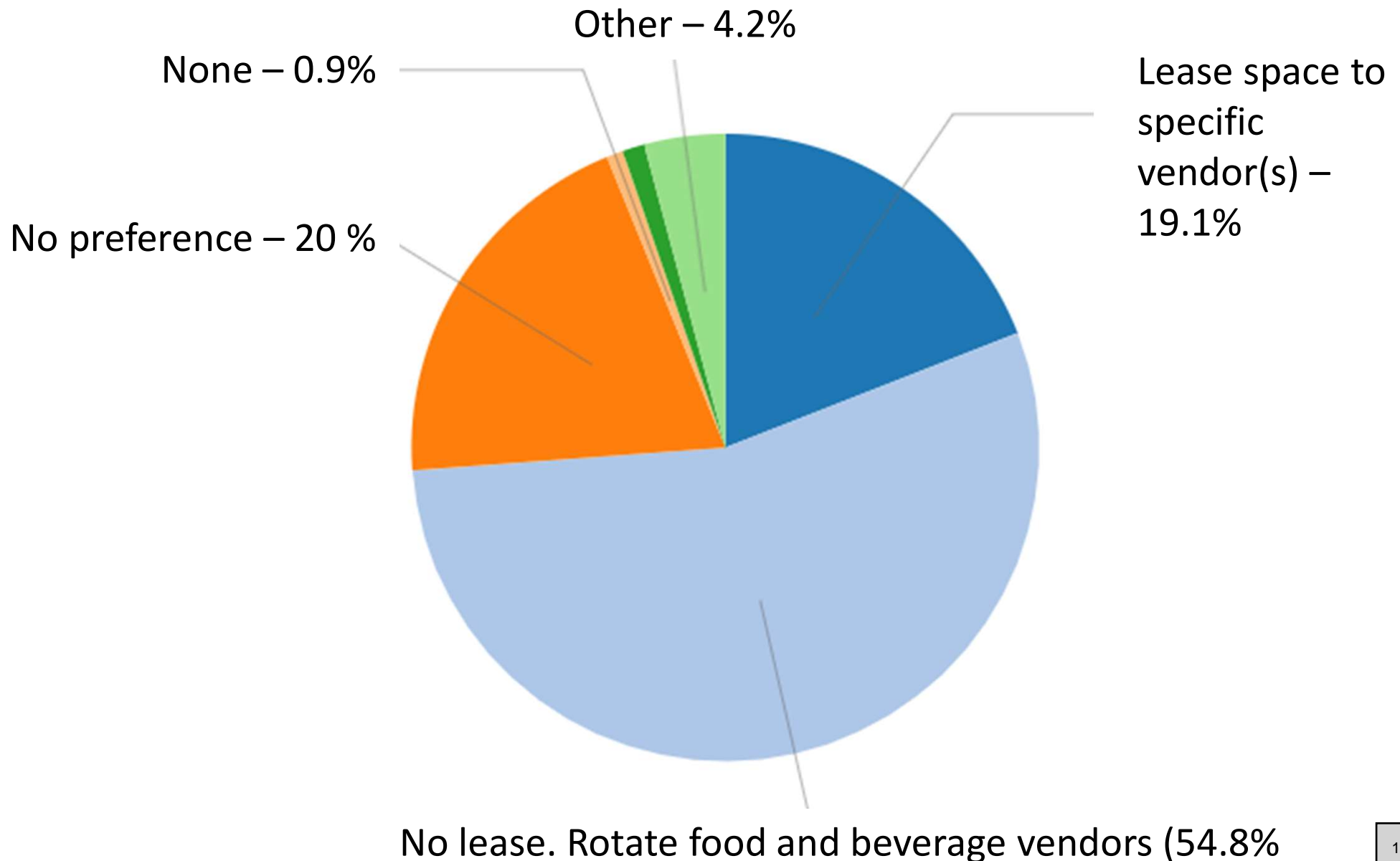


## Q6. Frequency of temporary food and beverage service:

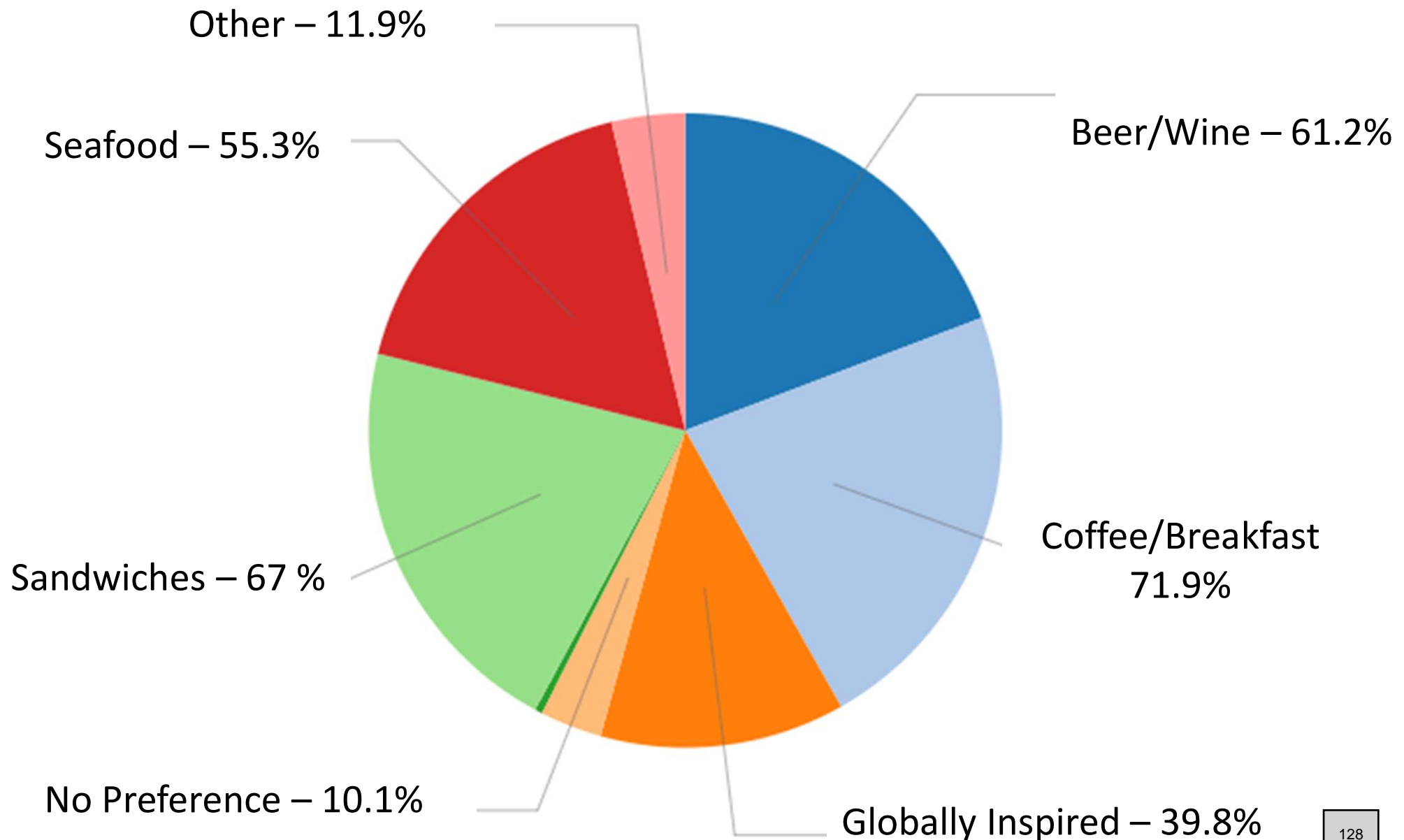




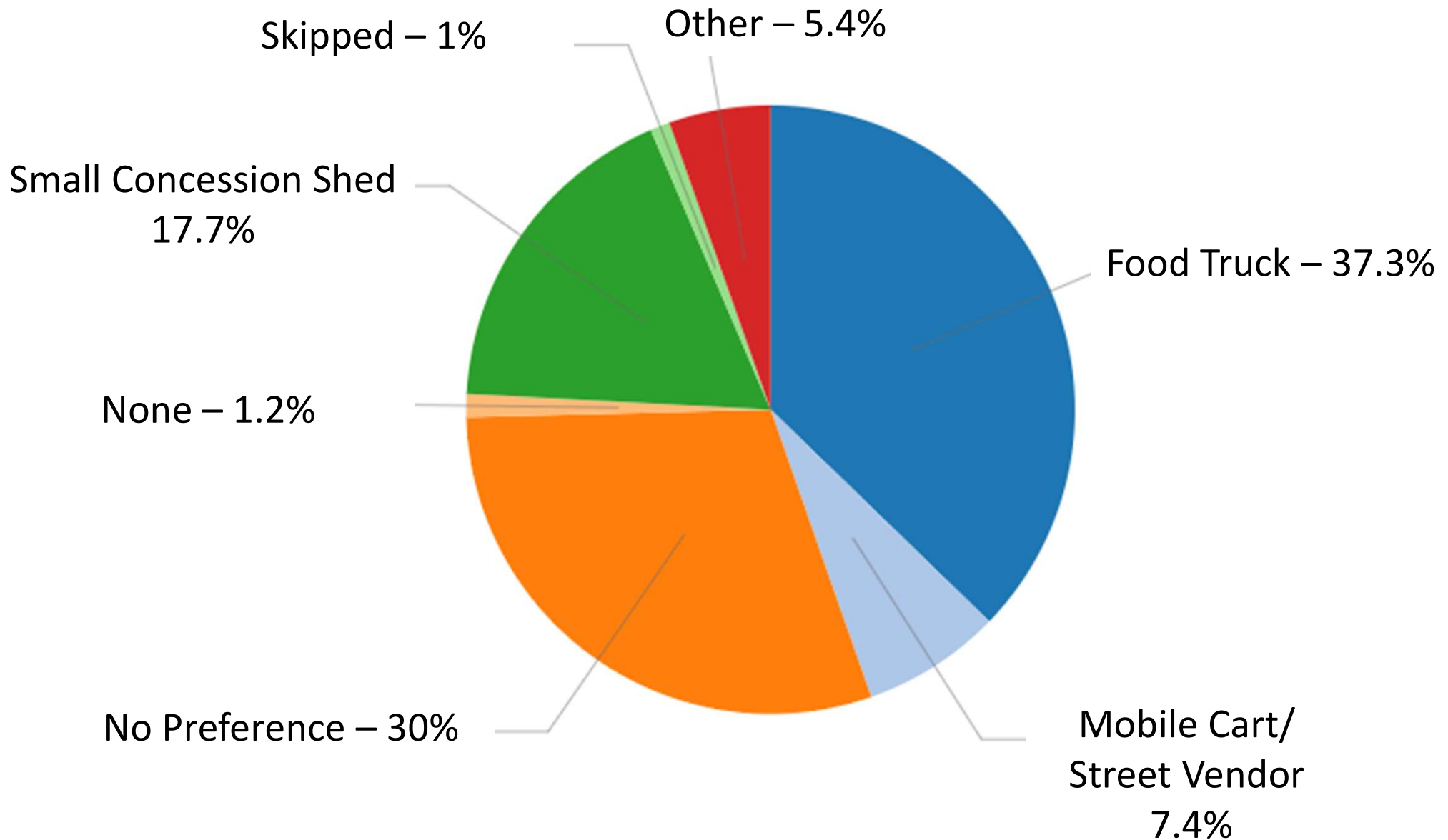
## Q7. Vendor duration. Lease a site or rotate vendors?



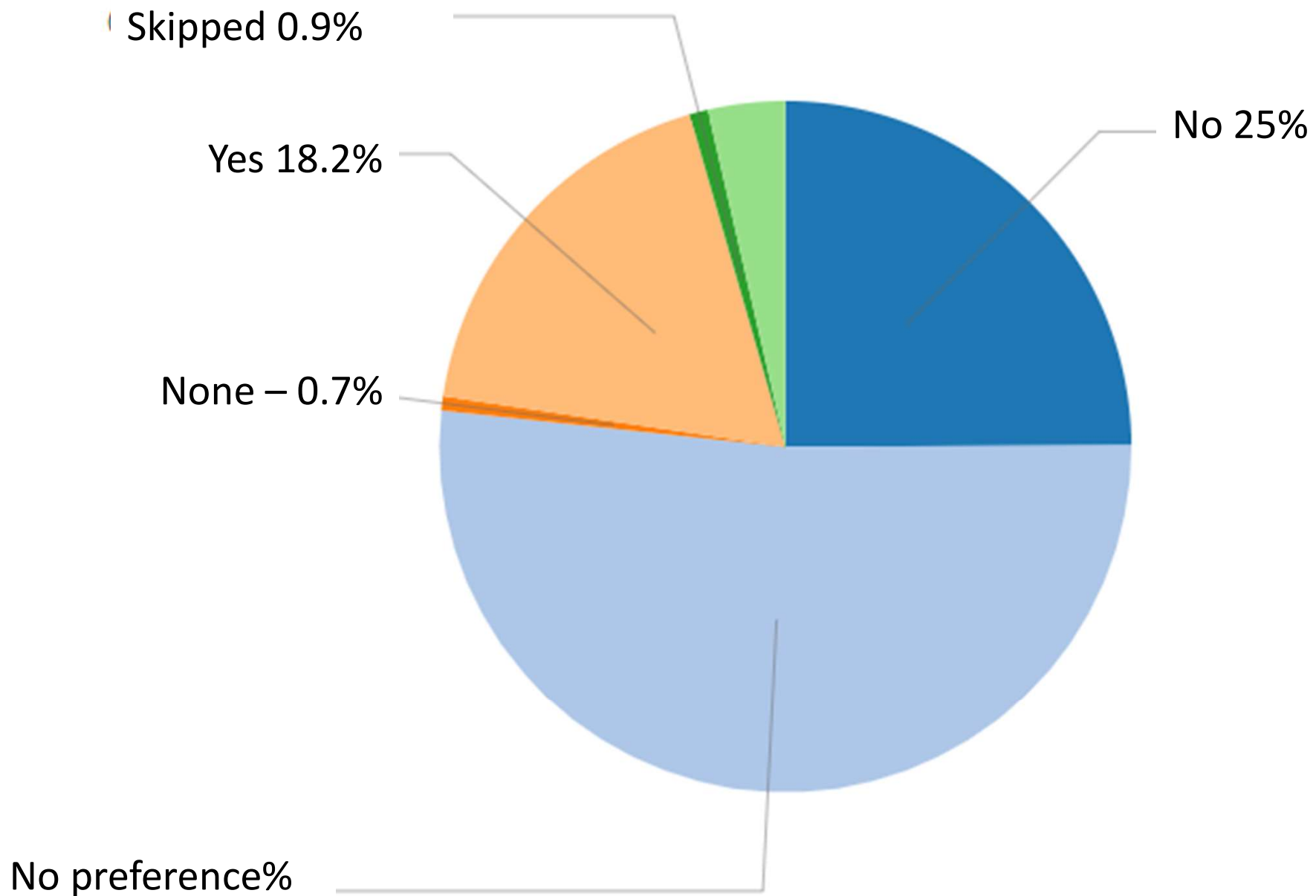
Q8. Type of temporary food and beverage preferred:



## Q9. Preferred type of structure for mobile food and beverage:

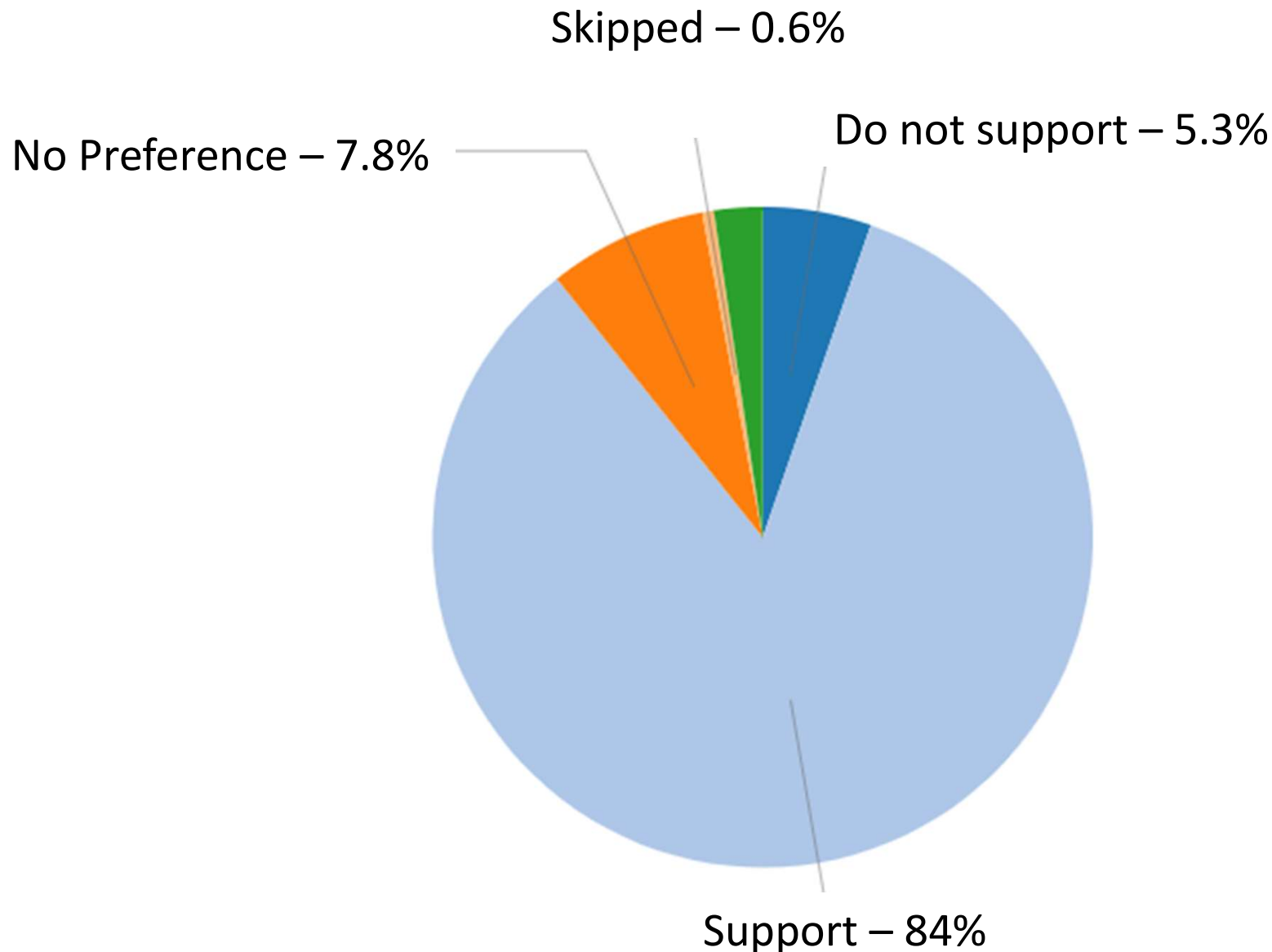


## Q10. Should food & beverage have a unified design?

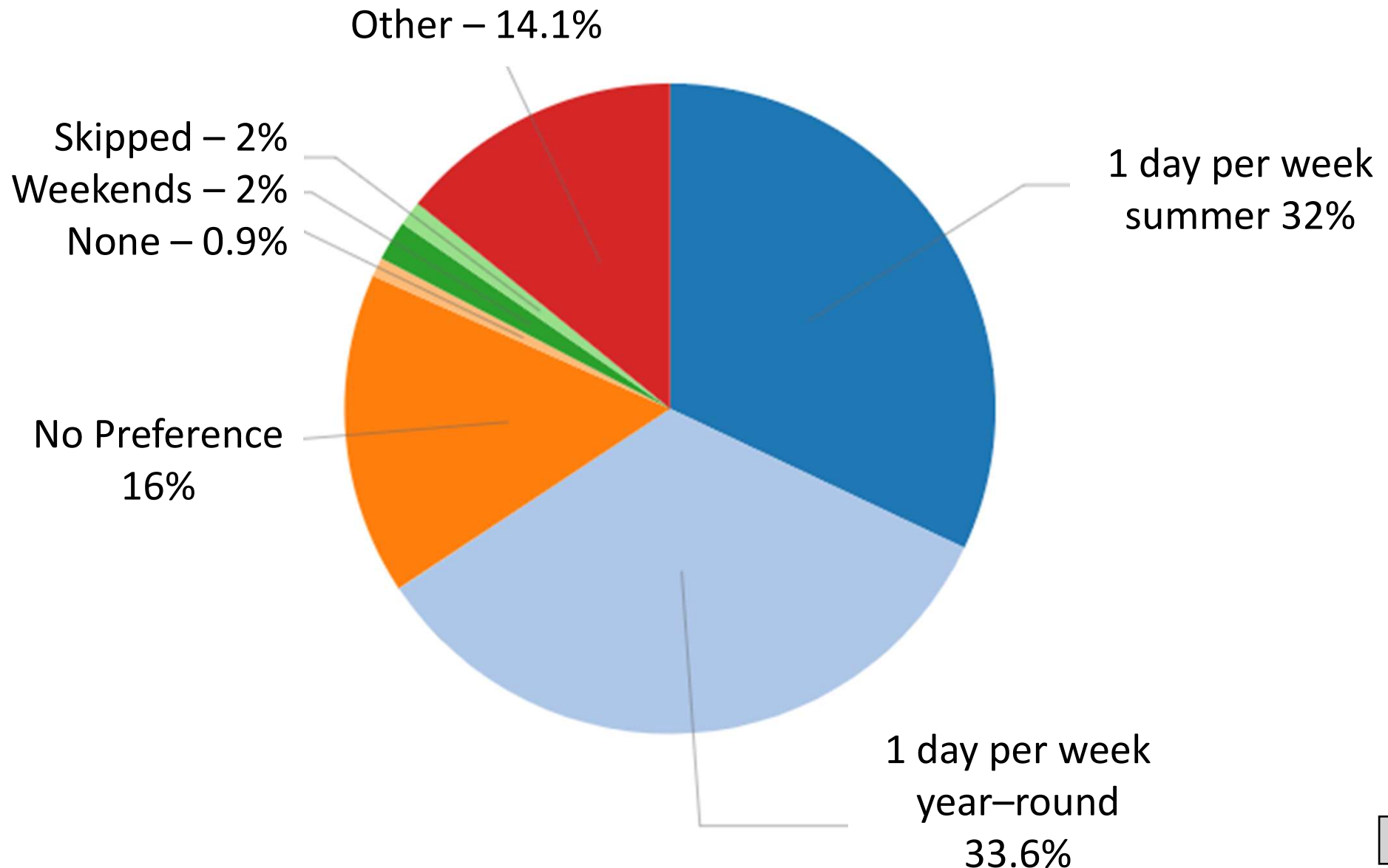




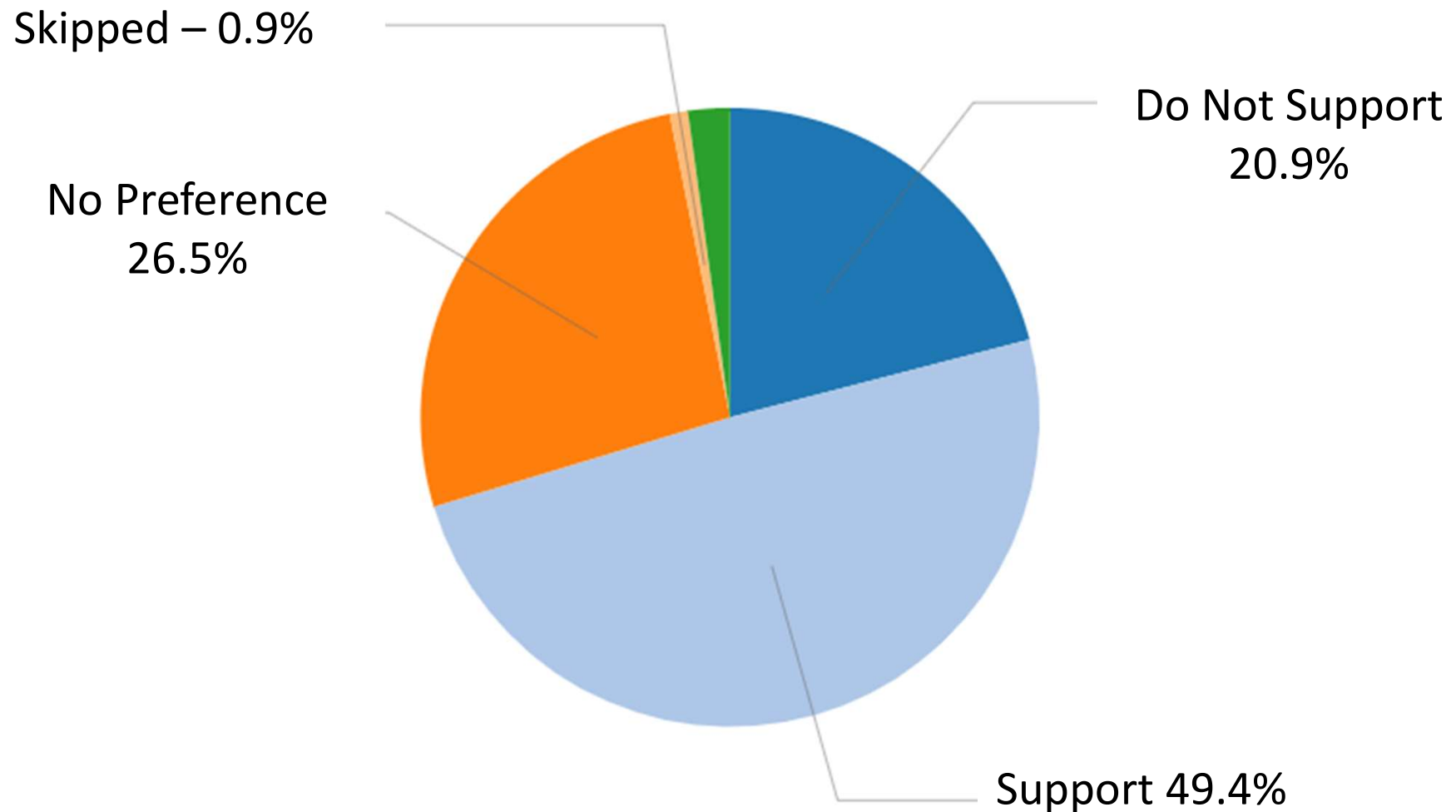
Q11. Which best represents your opinion on temporary live entertainment on the Wharf?



Q12. Which best represents your preference on frequency of entertainment on Wharf?



Q13. If Jade Street Community Center closes temporarily, which best represents you opinion for recreation classes on the Wharf?



Q14. Please share other input and ideas:

Mobile Food Vendors

Beer and Wine Sales/Beer Garden

Live Entertainment/Stage/Dancing

Active recreation classes

Artsy Backdrop for Social Media post

Dogs on Leash

Retail shops

Educational Interactive Displays

Education Classes



Q14. Please share other input and ideas:

Barge adjacent to Wharf for food and entertainment

Fashion Runway

Zipline

Temporary Markets (farms, fish, arts and crafts)

## Q14. Please share other input and ideas:

### Concerns:

**Impact on Village Merchant.** The City should not allow food and beverage vendors on the Wharf. There are plenty of restaurants in the Village and adding mobile vendors with take away from their business.

**Noise.** The City should have quiet hours on Wharf for fishing and watching wildlife

**Noise.** Entertainment on the Wharf should be limited to daytime only.

**Open Space on Wharf.** The City should limit programmed usable space to maintain public open space on Wharf

**Aesthetics of Temporary Structures.** The design of the temporary structures should be compatible with the Wharf and Village.

**Too many vendors.** The City should limit number of commercial vendors on the Wharf.

Q14. Please share other input and ideas:

## Concerns:

**Mobility of Temporary Structures.** The temporary structures should be mobile so they can be moved off the Wharf during storms.

**Durability of Structures.** The temporary structures should be extremely durable and weatherproof to withstand storms.

**Fumes from Generators.** The City should not allow vendors to have diesel generators due to fumes

**Litter.** The Wharf is in a Marine Sanctuary. City must have adequate trash and recycle enclosures to protect birds and marine life.

**Signs.** Previously the Wharf had too many signs. Limit the number of signs especially in areas that people like to take pictures.

- **Most popular temporary activities:** entertainment, beer/wine sales, active recreation classes, interactive displays, educational classes, and mobile food vendors.
- **Top concerns:** too many vendors, litter, fumes from generators, and impacts on Village merchants.
- **Other suggestions:**
  - Identifiable beacon for boat navigation,
  - preference for local businesses for food and beverage,
  - prohibiting vehicles on the Wharf, and
  - prohibiting fish cleaning on the picnic tables.



# Wharf Temporary Use Plan

# Proposed Temporary Plan August – December 2024

Item 8 A.

<b>2024</b>	<b>Grand Opening Event Date TBD (August)</b>	<b>Fall</b>
<b>Live Music</b>	Yes	Monthly Events in Sept. and Oct. Dates TBD
<b>Food trucks</b>	3 trucks	3 trucks @ monthly event only
<b>Beer/Wine Garden</b>	1 vendor	1 vendor @ monthly event only
<b>Fishing, Boat Rentals, and Buoys</b>	Allowed	Allowed
<b>Recreation Programing</b>		Yes (trial basis)
<b>Education (Art and Marine Science classes)</b>		Yes (trial basis)

2025		Winter	Spring	Summer	Fall
Live Music				July & August Sun 2 - 4 pm	TBD
Food trucks	Option 1		Monthly agreements with 3 trucks		TBD
	Option 2			July & August Sun 10am - 5pm	TBD
Beer/Wine Garden	Option A		Temporary facility and short term lease		TBD
	Option B			July & August Sun 10am - 5pm	TBD
Fishing, Boat Rentals, and Buoys		Allowed	Allowed	Allowed	Allowed
Recreation Programming		Yes (trial basis)	Yes (trial basis)	Yes (trial basis)	TBD
Education (Art and Marine Science classes)		Yes (trial basis)	Yes (trial basis)	Yes (trial basis)	TBD

Item 8 A.

Recommendation:

Direct staff to apply for permits for the temporary use plan with the California Coastal Commission.





# Capitola City Council

## Agenda Report

**Meeting:** May 9, 2024

**From:** Finance Department

**Subject:** FAC Bylaws Amendment



**Recommended Action:** Adopt a resolution amending the Finance Advisory Committee Bylaws to change the composition of membership.

**Background:** On January 27, 2000, the City Council adopted Resolution 3063 to establish the Finance Advisory Committee (FAC) and adopt bylaws. The bylaws have been amended six times by the adoption of Resolution Nos. 3113, 3337, 3423, 3437, 3770, 4105, and 4249.

**Discussion:** On April 25, 2024, Vice Mayor Brooks requested the FAC Bylaws be amended to state that if there are no applicants for business representative positions, a resident could be appointed to that position on the FAC by the City Council.

The City has received an application from a Capitola resident to serve on the FAC, but currently, the only vacancies are the two business representatives. Amending the bylaws would allow greater participation by Capitola residents and reduce the potential for lack of quorum at future meetings. All members of the FAC are supportive of this amendment to the bylaws.

Staff has been recruiting for the two business representative vacancies for several months but has not received any applications. This included reaching out to the Capitola-Soquel Chamber of Commerce and Capitola Business Improvement Association.

Staff made an additional change to clarify the role of the City's Treasurer on the FAC.

**Fiscal Impact:** There is no fiscal impact associated with this action.

**Attachments:**

1. Resolution

**Report Prepared By:** Jim Malberg

**Reviewed By:** Julia Gautho, City Clerk

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

**RESOLUTION NO.  
XXXX**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
CAPITOLA REPEALING RESOLUTION NO. 4105 AND ADOPTING  
REVISED FINANCE ADVISORY COMMITTEE BYLAWS**

**WHEREAS**, The City of Capitola first established a Finance Advisory Committee in August 1995; and

**WHEREAS**, the City Council recognizes the importance of continuing to receive input and discussion on the financial affairs of the City; and

**WHEREAS**, the City Council appreciates the work conducted by the Finance Advisory Committee to provide financial and budget advice to the City Council and wishes to encourage further participation in this Committee by amending the bylaws; and

**WHEREAS**, since the formation of the Finance Advisory Committee, the Committee's Bylaws have been amended by Resolutions 3063, 3113, 3337, 3423, 3437, 3770, and 4105.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Capitola that Resolution No. 4105 is hereby repealed in its entirety and the Finance Advisory Committee Bylaws are replaced to read as set forth in Exhibit A, attached hereto and incorporated by reference.

**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 9th day of May, 2024, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Kristen Brown, Mayor

ATTEST:

\_\_\_\_\_  
Julia Gautho, City Clerk

## BYLAWS OF THE CAPITOLA FINANCE ADVISORY COMMITTEE

The Finance Advisory Committee (FAC) was established on January 27, 2000, by City Council Resolution 3063.

Section 1. The Committee shall be called the Finance Advisory Committee (FAC) and is hereby established.

Section 2. The purpose of the FAC is to provide financial and budget alternatives to the City Council, provide financial and budget advice to the City Manager, conduct financial studies on the request of the City Council or City Manager, and review the budget and financial reports of the City.

Section 3. The FAC shall be comprised of the following representation:

The Mayor and Vice Mayor shall serve on this committee. When either or both the Mayor and Vice Mayor do not want to serve on this committee, other member(s) of the City Council shall be appointed by the Mayor, with the concurrence of the City Council.

Four or five additional members, serving at the pleasure of the City Council for a term of two years ending in December of each even-numbered year, as follows:

Three Capitola Residents, each appointed by the remaining Capitola City Council members not on the committee at the time of appointment.

One or two Capitola Businessperson and/or Capitola Resident representing the business community appointed by the Capitola City Council with consideration given to a recommendation from the Capitola Soquel Chamber of Commerce. If no applicants for these positions exist, the City Council may appoint another resident to the FAC.

Any staff member serving in the capacity of City Treasurer would be an ex-officio member and not a voting member of the committee.

The Committee may also recruit youth members pursuant to Administrative Policy I-38.

Section 4. The regular meetings of the FAC will be held a minimum of four times per year, with meeting dates and times to be determined by the committee.

Section 5. The City will provide staff support to the Finance Advisory Committee with the Finance Director to be primarily responsible for ensuring this support, to include preparation of agendas and minutes, compilation of material for discussion at committee meetings and follow-up as necessary.

Adopted by City Council Resolution No. 3063

Amended by City Council Resolution Nos. 3113, 3337, 3423, 3437, 3770, 4105, 4249