

City of Capitola

City Council Meeting Agenda

Thursday, December 12, 2024 – 5:30 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

Regular Meeting of the Capitola City Council – 5:30 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. Additional Materials

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

A. Item 5E - Correspondence Received

B. Item 6E - Corrected Resolution

C. Item 7C - Correspondence Received

4. Oral Communications by Members of the Public

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

5. Elections Business

A. City Council Meeting Minutes

Recommended Action: Approve minutes from the regular meeting on November 21, 2024.

B. Presentation of Certificates of Appreciation to Outgoing Council Members and Outgoing Council Member Comments

Recommended Action: Receive comments from outgoing Council Members.

C. Results of the General Municipal Election

Recommended Action: Adopt a resolution confirming and approving the canvass of returns and results of the General Municipal Election, held on November 5, 2024.

D. Oath-of-Office Ceremony

Recommended Action: Administer the oath of office and receive comments from newly elected Council Members.

E. City Council Reorganization for 2025

Recommended Action: Nominate and appoint a new Mayor and Vice-Mayor.

6. Consent Items

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

A. City Check Registers

Recommended Action: Approve check registers dated November 1, 2024, November 8, 2024, November 15, 2024, and November 22, 2024.

B. Interest Rate for Tenant’s Security Deposits

Recommended Action: Adopt a resolution setting the interest rate for tenant’s security deposits for 2025 at zero percent (0%).

C. Implementation of Transactions and Use Tax

Recommended Action: 1) Adopt a resolution authorizing the execution of a preparatory agreement and administration agreement with the California Department of Tax and Fee Administration (CDTFA) relating to the passage of Measure Y; 2) adopt a resolution authorizing the examination of sales or transactions and use tax records; and 3) authorize staff to prepare and submit all required documentation to the CDTFA to implement the changes resulting from the recently approved tax measure.

D. Capitola Lifeguard Season Overview

Recommended Action: Receive a report on Capitola Lifeguard Service season statistics.

E. 2025 City Council Meeting Schedule

Recommended Action: Adopt a resolution establishing the regular meeting schedule for 2025.

F. Temporary/Hourly Employee Pay Schedule

Recommended Action: Adopt a resolution amending the temporary/hourly employee pay schedule.

7. General Government / Public Hearings

All items listed in “General Government / Public Hearings” are intended to provide an opportunity for public discussion of each item listed. The following procedure pertains to each General Government item: 1) Staff explanation; 2) Council questions; 3) Public comment; 4) Council deliberation; 5) Decision.

A. FY 2024-2025 Salary Schedule Update

Recommended Action: Adopt a resolution approving the Fiscal Year 2024 – 2025 salary schedule, consistent with the following employment agreements: Association of Capitola Employees, Police Officers Association, Mid-Management Employees, Confidential Employees,

Police Captains, the Department Head Compensation and Benefit Plan, and the City Manager Employment Agreement.

B. City Council Representation on Regional Boards & City Advisory Bodies

Recommended Action: Appoint City Council representatives to County and Regional Boards and City Advisory Bodies.

C. Planning Commission Appointments

Recommended Action: City Council provide a report on individual Planning Commission Appointments.

8. Adjournment

How to View the Meeting

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

Other ways to Watch:

Spectrum Cable Television channel 8

City of Capitola, California YouTube Channel

To Join Zoom Application or Call in to Zoom:

Meeting

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

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

Meeting ID: **833 2817 3113**

Meeting Passcode: **678550**

How to Provide Comments to the City Council

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

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

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

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

Americans with Disabilities Act: Disability-related aids or services are available to enable persons with a disability to participate in this meeting consistent with the Federal Americans with Disabilities Act of 1990. Assisted listening devices are available for individuals with hearing impairments at the meeting in the City Council Chambers. Should you require special

accommodations to participate in the meeting due to a disability, please contact the City Clerk’s office at least 24 hours in advance of the meeting at 831-475-7300. In an effort to accommodate individuals with environmental sensitivities, attendees are requested to refrain from wearing perfumes and other scented products.

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

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

Gautho, Julia

From: John <jxmlulry@gmail.com>
Sent: Friday, December 6, 2024 10:28 PM
To: City Council; Gautho, Julia; Gerry Jensen; Melinda Orbach
Subject: City Council Meeting

Follow Up Flag: Follow up
Flag Status: Flagged

Hello Neighbors

I recommend y'all elect someone who has never held the title mayor, considering the view of incumbents these days. Also someone new on RTC. Alexander should replace Kristen on Metro, that's the public transit we really need to focus and spend hundreds of millions on. They don't pass a bond come 2026 they are kaput. We need new folk on the Monterey bay board too, my sources tell me gossip about our current councillor serving on said committee and it's pretty everywhere these days, makes us look like we are trash.

Like me or don't, doesn't change I'm right. It wasn't a coincidence I'm the only human in county to pick all four winners (counting manu) who won in Midcounty this year. My hand is on the pulse.

Warmly JM

**RESOLUTION NO. XXXX
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
ESTABLISHING THE CITY COUNCIL MEETING SCHEDULE FOR CALENDAR YEAR 2024**

WHEREAS, the City Council shall set an annual City Council meeting calendar to establish dates and times for the City Council to conduct the peoples' business; and

WHEREAS, pursuant to the Capitola Municipal Code, the following calendar is established, notwithstanding the scheduling of additional meetings as required upon proper notice under the Brown Act; and

WHEREAS, the City Council may set aside additional time periods for closed session before the open session portion of each regular meeting.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CAPITOLA HEREBY RESOLVE AS FOLLOWS:

SECTION 1: The City Council hereby establishes 6:00 PM as the regular meeting time for each regular meeting. Only closed sessions may be held before a regular meeting. No closed session of the regular meeting will be held unless the posted agenda of the regular meeting indicates that such closed session will take place at a particular time. In the absence of such notification on the agenda, the open session portion of the regular meeting shall commence at 6:00 PM.

SECTION 2: The City Council establishes the 2025 Regular Meeting Schedule as listed in Exhibit A.

SECTION 3: With proper notice during the year, meetings may be cancelled, rescheduled, or added as necessary pursuant to California law.

I HEREBY CERTIFY that the foregoing Resolution was passed and adopted by the City Council of the City of Capitola on the 12th day of December, 2024, by the following vote:

- AYES:**
- NOES:**
- ABSENT:**
- ABSTAIN:**

Mayor

ATTEST:

Julia Gautho, City Clerk

**2025 CITY OF CAPITOLA
City Council Regular Meeting Dates
Meetings Begin at 6:00 PM**

MEETING DATES
JANUARY 9
JANUARY 16*
JANUARY 23
FEBRUARY 13
FEBRUARY 27
MARCH 13
MARCH 27
APRIL 10
APRIL 24
MAY 8
MAY 22
JUNE 12
JUNE 26
JULY 24
AUGUST 28
SEPTEMBER 11
SEPTEMBER 25
OCTOBER 9
OCTOBER 23
NOVEMBER 13
NOVEMBER 20**
DECEMBER 11

Items received less than two weeks prior to the meeting date may be scheduled for the next available agenda.

* *Joint Meeting of the City Council and Planning Commission*

** *May be cancelled depending on agenda forecast.*

Gautho, Julia

From: John <jxmuly@gmail.com>
Sent: Tuesday, December 10, 2024 11:57 AM
To: City Council
Subject: +Planning Commission Appointment Agenda Item

Follow Up Flag: Follow up
Flag Status: Flagged

Hey Neighbors

Fantastic the large number of applications for the planning commission. With this many residents applying, I suggest all councillors choose a Capitola resident, and not a non resident representative of a special interest like a consultant, developer, or architecture firm which profits off of city contracts. The latter shows a lack of a proper upbringing. Reeks of bad taste.

Warmly JM

Capitola City Council Agenda Report

Meeting: December 12, 2024
From: City Manager Department
Subject: City Council Meeting Minutes



Recommended Action: Approve minutes from the regular meeting on November 21, 2024.

Background: Attached for City Council review and approval are the draft minutes from the regular meeting on November 21, 2024.

Attachments:

1. Regular Meeting Minutes 11/21

Report Prepared By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager

City of Capitola City Council Meeting Minutes Thursday, November 21, 2024 – 5:30 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

Regular Meeting of the Capitola City Council – 5:30 PM

1. Roll Call and Pledge of Allegiance – *The meeting was called to order at 5:31 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. *Community Services and Recreation Director Bryant provided a presentation on the 2024 Plein Air Art Competition winners.*
- B. *Item 3B followed Item 8A due to the late arrival of Chief Dally. Mayor Brown presented a proclamation in honor of Police Chief Andrew Dally's retirement, the City Council shared comments congratulating Chief Dally.*

Public Comments:

- *Captain Ryan*
- *Chaplain Howard*
- *Captain Kilroy*
- *Brennan Howard*

4. Additional Materials

- A. *Item 5 – One email received after publication of the agenda packet.*
- B. *Item 8A – Twenty-six emails received after publication of the agenda packet.*
- C. *Item 8B – Two emails received after publication of the agenda packet.*

5. Oral Communications by Members of the Public

- *Charlie Thomas*
- *Peter Wilk*
- *Kathi Howard*
- *Goran Klepic*
- *TJ Welch*

6. Staff / City Council Comments

- *City Manager Goldstein advised the City Council that the Public Works Department will be opening Soquel Creek on November 22nd.*
- *Council Member Clarke advised the public to stay tuned to Cruze Aware for storm updates.*

- *Vice Mayor Brooks provided an update on reimbursement opportunities for electric vehicle charging permits and requested that the item be brought back to the City Council for consideration; provided an update on the Youth Liaison Program; and provided an update on legislative updates from the League of California Cities.*

7. Consent Items

- A. City Council Meeting Minutes
Recommended Action: Approve minutes from the regular meeting on November 14, 2024, and the special meeting on November 12, 2024.
- B. 2025 Holidays and City Hall Closures
Recommended Action: Adopt a resolution designating the holidays and City Hall closures in calendar year 2025. (**Resolution No. 4403**)
- C. Janitorial Services for City Facilities
Recommended Action: Staff recommends the City Council authorize the City Manager to enter into a Professional Services Agreement with Executive Facilities Services, Inc. to provide janitorial services for the City of Capitola for the 2025 calendar year in the amount of \$85,100.
- D. 1760 Wharf Road Consolidated Coastal Development Permit
Recommended Action: Based on the findings in the staff report, authorize the property owner and the Coastal Commission to proceed with a consolidated coastal development permit for emergency repair work at 1760 Wharf Road.
- E. Disposition of Unclaimed Checks
Recommended Action: Authorize the release of unclaimed checks in accordance with Government Code Section 50055.

Motion to approve the Consent Calendar: Council Member Morgan

Second: Council Member Clarke

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

8. General Government / Public Hearings

- A. Bay Avenue and Hill Street Traffic Safety Update
Recommended Action: Receive an update on the Bay Avenue and Hill Street Intersection Quick Build Project and provide direction as needed.

Public Works Director Kahn and Traffic Consultant, Frederik Venter of Kimley Horn, presented the staff report.

Public Comments:

- ***Charlie Thomas***
- ***Tory Del Favero***
- ***Laurie Hill***
- ***Speaker***
- ***John McKendry***
- ***Speaker***

The City Council discussed the community feedback received and the timing of data collection; and discussed the implementation and costs of modifications to the Quick Build Project to include a continuous bike lane along both sides of Bay Avenue and a return to two through lanes on Bay Avenue and Hill Street. The City Council concurred

that the current Quick Build Project continue to be studied through January, to be returned to the City Council for consideration with an overall Corridor Study in early 2025.

Motion to remove the current Quick Build Project configuration in March and install Option 1 with modifications to extend the striping for a continuous bike lane, examine costs for raised crosswalks, expand the crosswalk, and work with Kimley Horn to move the stop sign line back, and determine if bollards can be kept at every corner of the intersection: Vice Mayor Brooks

Motion amended to include continuous data collection between now and March with the current Quick Build Project configuration so as to allow a data comparison between the current configuration and future proposed configuration; return this item to the City Council in January for further consideration and to determine if the new configuration is able to be implemented in conjunction with the overall Corridor Study: Mayor Brown

Amendment Accepted: Vice Mayor Brooks

Second: Council Member Clarke

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

Voting Nay: Council Member Pedersen

B. Junior Guard Registration

Recommended Action: Staff recommends the City Council maintain the current Junior Guard registration process.

Community Services and Recreation Director Bryant presented the staff report.

Public Comments:

- **Tory Del Favero**
- **Christine McBroom**
- **Matt Arthur**
- **TJ Welch**

The City Council expressed an interest in switching to the two-tier system (residents and non-residents) or switching to a three-tier system (returning residents, returning non-residents, open registration), discussed the importance of having priority registration for resident enrollment, discussed the possibility of using funding from the Children’s Fund for the increased cost of a three-tier registration system or for the cost of an improved registration system in 2026, and clarifying potential reasons for removal during the registration process.

Motion to maintain a two-tier registration system for 2025 (residents and non-residents) and include potential reasons for session removal during the registration process, and evaluate a three-tier registration system for 2026 to be funded by the dedicated Children’s Fund: Mayor Brown

Second: Vice Mayor Brooks

Motion amended to space registration over multiple days: Council Member Morgan

Amendment Accepted: Mayor Brown and Vice Mayor Brooks

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

9. Adjournment – The meeting adjourned at 8:06 PM. The next regularly scheduled City Council meeting is on December 12, 2024, at 5:30 PM.

ATTEST:

Kristen Brown, Mayor

Julia Gautho, City Clerk

Capitola City Council

Agenda Report



Meeting: December 12, 2024
From: City Manager's Department
Subject: Results of the General Municipal Election

Recommended Action: Adopt a resolution confirming and approving the canvass of returns and results of the General Municipal Election, held on November 5, 2024.

Background: The City's General Municipal Election was held on November 5, 2024, consolidated with the statewide general election. The purpose of the election was to elect two City Council Members to four-year terms through December 2028 and for the voters to vote on a Capitola sales tax measure.

Discussion: The City Council approves the canvass of returns and election results by adoption of a resolution. The Santa Cruz County Clerk provide certified election results to the City on December 4, 2024.

The two Council Member candidates who have received the highest totals of votes will be sworn into office later in the agenda. Precise vote totals will be included in the updated resolution. The County Clerk's "Certification of the Votes Cast" will be included as an exhibit to the resolution.

On June 27, 2024, the City Council adopted Resolution No. 4385 submitting a ballot measure to Capitola voters to increase the City's transactions and use tax through December 31, 2034. This ballot measure (Measure Y) was passed by 67.47% of votes cast. As such, Ordinance No. 1067 has been adopted and is included with this report as Attachment 2.

Attachments:

1. Resolution
2. Ordinance

Report Prepared By: Julia Gautho, City Clerk

Reviewed By: Samantha Zutler, City Attorney

Approved By: Jamie Goldstein, City Manager

RESOLUTION NO. XXXX

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA,
CALIFORNIA, CONFIRMING AND APPROVING THE CANVASS
OF RETURNS AND RESULTS OF THE GENERAL MUNICIPAL ELECTION
HELD IN CAPITOLA ON THE 5th DAY OF NOVEMBER, 2024**

WHEREAS, the City Council of the City of Capitola, by Resolution No. 4384, duly passed and adopted on the 27th day of June, 2024, called a General Municipal Election to be held in the City of Capitola on November 8, 2016, as required by law for the object and purpose of electing two (2) Members of the Capitola City Council for the full term of four (4) years; and

WHEREAS, the City Council of the City of Capitola, by Resolution No. 4385, duly passed and adopted on the 27th day of June, 2024, to submit to the qualified electors of the City Measure "Y", as hereinafter specified; and appoint a City Council subcommittee to file written arguments in support of the Ballot Measure; and

WHEREAS, the General Municipal Election was held on Tuesday, November 5, 2024, in accordance with law, and the votes then were received and canvassed and the returns ascertained, determined and declared in all respects by the Santa Cruz County Clerk as authorized and directed by Resolution No. 4384, and the County Clerk has duly filed with this City Council a "Certification of the Votes Cast", set forth in Exhibit "A", attached hereto and incorporated by this reference, be entered upon the minutes of this Council as a statement of the results of the General Municipal Election.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CAPITOLA, CALIFORNIA, AS FOLLOWS:

1. The number of registered voters in the City of Capitola eligible to vote at the General Municipal Election was 6,943 and the whole number of ballots cast was 5,811, for a voter turnout of 83.70 percent.
2. Votes were cast for the candidate for the office of Member of the City Council for full terms of four (4) years as follows:

<u>Name of Candidate</u>	<u>Total Number of Votes</u>
Enrique Dolmo Jr.	1430
Gerry Jensen	2759
Margaux Morgan	1560
Melinda Orbach	2335

RESOLUTION NO. XXXX

- 3. 3,535 votes were cast in support of the City's City Ballot Measure and 1,704 votes were cast opposing the following City's Ballot Measure:

Measure Y: To protect essential city services including public safety and emergency services; repair potholes, maintain streets, sidewalks, bike lanes, beaches, the new wharf, and recreation programs for youth; improve traffic safety; and support local businesses, shall City-of-Capitola replace its quarter-percent sales tax, approved by voters in 2016, with a one-half percent sales tax, generating an estimated \$2.2 million annually for general government use, for ten years, with independent audits, and all funds staying local?

- 4. The two (2) candidates receiving the highest number of votes for Member of the City Council were Gerry Jensen and Melinda Orbach, and they were thereby elected Members of the City Council.
- 5. The City Clerk is hereby authorized to sign and deliver Certificates of Election to Gerry Jensen and Melinda Orbach and to administer to each the Oath of Office prescribed in the Constitution of the State of California.
- 6. The vote totals for the General Municipal Election held on November 5, 2024, in the City of Capitola, as certified by the Santa Cruz County Clerk, shall be and hereby are approved and adopted as the formal vote count of the City of Capitola for said offices and said Measure of said election.
- 7. The following persons were elected to City Council as follows:

CANDIDATES	VOTES	PERCENT
Gerry Jensen	2759	33.88%
Melinda Orbach	2335	28.67%

- 8. The City Clerk shall enter on the records of the Capitola City Council, a statement of the result of the election showing: (1) the total number of votes cast for City Council and the Measure in the election; (2) the names of the persons voted for; (3) the text of the Measure voted upon; (4) the number of votes given at each precinct to each person, and for and against the Ballot Measure; and (5) the total number of votes given to each person, and for and against the Ballot Measure.
- 9. The City Clerk shall certify to the adoption of this Resolution, and thenceforth and thereafter the same shall be in full force and effect.

I HEREBY CERTIFY that the foregoing Resolution was passed and adopted by the City Council of the City of Capitola at its regular meeting held on the 12th day of December, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Kristen Brown, Mayor

ATTEST:

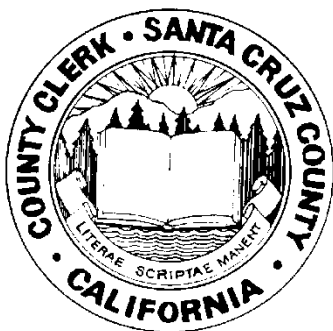
Julia Gautho, City Clerk

Statement of Vote



Photo by Tom Fisk

November 5, 2024 Presidential General Election



Tricia Webber, Santa Cruz County Clerk
701 Ocean St., Room 310
Santa Cruz, CA 95060
831-454-2060 / 1-866-282-5900
831-454-2445 (FAX)

www.votescount.santacruzcountycalifornia.gov

Certification of County Clerk/Registrar of Voters of the Results of the Canvass of the November 5, 2024, General Election

STATE OF CALIFORNIA }
COUNTY OF SANTA CRUZ } ss.

I, Tricia Webber, County Clerk/Registrar of Voters of County of Santa Cruz, do hereby certify that, in pursuance of the provisions of Elections Code section 15300, et seq., I did canvass the results of the votes cast in the General Election held in said County on November 5, 2024, for measures and contests that were submitted to the vote of the voters, and that the Statement of Votes Cast, to which this certificate is attached is full, true, and correct.

I hereby set my hand and official seal this 3rd day of December 2024, at the County of Santa Cruz.



Tricia Webber

County Clerk/Registrar of Voters
County of Santa Cruz
State of California

**1 Y - Capitola Sales and Use Tax -
 Majority to pass**

					1	1
		Registered Voters	Voters Cast	Turnout (%)	Yes	No
Electionwide	Total	6943	5811	83.70 %	3535	1704
19th Congressional District	Total	6943	5811	83.70 %	3535	1704
17th Senatorial District	Total	6943	5811	83.70 %	3535	1704
30th Assembly District	Total	6943	5811	83.70 %	3535	1704
State Board of Equalization - District 2	Total	6943	5811	83.70 %	3535	1704
1st Supervisorial District	Total	2770	2277	82.20 %	1412	646
2nd Supervisorial District	Total	4173	3534	84.69 %	2123	1058
City of Capitola	Total	6943	5811	83.70 %	3535	1704

**1 Y - Capitola Sales and Use Tax -
 Majority to pass**

					1	1
		Registered Voters	Voters Cast	Turnout (%)	Yes	No
12010		441	348	78.91 %	231	94
12023		1289	1079	83.71 %	653	324
12030		1040	850	81.73 %	528	228
22022		2380	1998	83.95 %	1213	574
22040		1793	1536	85.67 %	910	484
Contest Total		6943	5811	83.70 %	3535	1704

1 City of Capitola Councilmember

					1	1	1	1	1	1
		Registered Voters	Voters Cast	Turnout (%)	Enrique Dolino Jr	Margaux Morgan	Gerry Jensen	Melinda Orbach	Write In 1	Write In 2
Electionwide	Total	6943	5811	83.70 %	1430	1560	2759	2335	51	9
19th Congressional District	Total	6943	5811	83.70 %	1430	1560	2759	2335	51	9
17th Senatorial District	Total	6943	5811	83.70 %	1430	1560	2759	2335	51	9
30th Assembly District	Total	6943	5811	83.70 %	1430	1560	2759	2335	51	9
State Board of Equalization - District 2	Total	6943	5811	83.70 %	1430	1560	2759	2335	51	9
1st Supervisorial District	Total	2770	2277	82.20 %	496	653	938	1042	20	3
2nd Supervisorial District	Total	4173	3534	84.69 %	934	907	1821	1293	31	6
City of Capitola	Total	6943	5811	83.70 %	1430	1560	2759	2335	51	9

1 City of Capitola Councilmember

				1	1	1	1	1	1
	Registered Voters	Voters Cast	Turnout (%)	Enrique Dolino Jr	Margaux Morgan	Gerry Jensen	Melinda Orbach	Write In 1	Write In 2
12010	441	348	78.91 %	63	85	104	198	3	1
12023	1289	1079	83.71 %	226	310	430	515	8	1
12030	1040	850	81.73 %	207	258	404	329	9	1
22022	2380	1998	83.95 %	456	498	1057	711	16	4
22040	1793	1536	85.67 %	478	409	764	582	15	2
Contest Total	6943	5811	83.70 %	1430	1560	2759	2335	51	9

ORDINANCE NO. 1067

AN ORDINANCE OF THE CITY OF CAPITOLA AMENDING SECTIONS 3.10.050 AND 3.10.070 OF THE CAPITOLA MUNICIPAL CODE AND AMENDING SECTION 16 OF ORDINANCE 880 TO INCREASE THE TRANSACTION AND USE TAX TO 0.5% OF ONE CENT AND EXTENDING THE TERMINATION DATE OF THE TRANSACTIONS AND USE TAX THROUGH DECEMBER 31, 2034.

WHEREAS, on November 2, 2004, City of Capitola voters adopted Ordinance No. 880, imposing a one-quarter cent (0.25%) on the dollar transactions and use tax (“Sales Tax”) for general purposes, which would expire, or sunset, on June 30, 2010; and

WHEREAS, on November 4, 2008, Capitola voters adopted Ordinance No. 935, which extended the sunset date of the Sales Tax to December 31, 2017; and

WHEREAS, on November 8, 2016, the Capitola voters adopted Ordinance No. 1008, which again extended the sunset date of the Sales Tax to December 31, 2027; and

WHEREAS, proceeds generated by the Sales Tax are deposited into the City’s General Fund and support important City services such as police, fire, and paramedic services; 911 emergency response; emergency street repairs and maintenance; neighborhood park and recreation services; and

WHEREAS, the City’s budget forecast indicates a fiscal shortfall due to the impending expiration of the Sales Tax, increased pension liabilities, and the steady erosion of retail sales tax when adjusted for inflation; and

WHEREAS, as a result of this budget forecast, on April 11, 2024, the City Council directed staff to prepare a ballot measure replacing the existing one-quarter of one cent (0.25%) Sales Tax with a one-half of one cent (0.50%) Sales Tax, and further extending authority to collect the Sales Tax for another 10 years; and

WHEREAS, the City’s budget forecast anticipates budget shortfalls, which would impact the City’s ability to perform its functions and maintain the quality of life in the City of Capitola; and

WHEREAS, additional funding will help maintain the City of Capitola’s financial viability in coming years and improve the city’s local infrastructure, including repairing, paving and maintaining city streets, and maintaining city beaches, including the new Wharf infrastructure and services related thereto; and

WHEREAS, Revenue and Taxation Code Section 7285.9 authorizes the City Council for the City of Capitola to levy, increase or extend a general transactions and use tax if the ordinance proposing the tax is approved by a two-thirds vote of all members of the City Council, and the tax is approved by a simple majority (50%+1) vote of the qualified voters of the City voting in an election on the issue; and

WHEREAS, the City desires to levy an additional one-quarter of one percent (0.25%) Sales Tax for general purposes for a total Sales Tax rate of one-half of one percent (0.50%) for an additional 10 years through December 31, 2034; and

WHEREAS, the amendments proposed by this Measure do not purport to amend the provisions of Capitola Municipal Code Chapter 3.11; and

WHEREAS, if the voters do not adopt the additional 0.25% tax rate, for a total of 0.50%, the City wishes to retain the current 0.25% tax rate, until its sunset date of December 31, 2027.

NOW, THEREFORE, THE PEOPLE OF THE CITY OF CAPITOLA DO ORDAIN AS FOLLOWS:

Section 1. Findings

The People of the City of Capitola find that the above referenced recitals are true, correct, and material to the adoption of this Ordinance.

Section 2. Amend Section 3.10.050 – “Transactions tax rate” of the Capitola Municipal Code.

Section 3.10.050 of the Capitola Municipal Code is amended as indicated below, with amended text shown in underlined text, and deleted text shown in ~~strikeout~~ text.

Section 3.10.050 Transactions tax rate.

For the privilege of selling tangible personal property at retail, a tax is imposed upon all retailers in the incorporated territory of the city at the rate of ~~one-quarter~~ one-half of one percent of the gross receipts of any retailer from the sale of all tangible personal property sold at retail in the territory on and after the operative date of the ordinance codified in this chapter.

Section 3. Amend Section 3.10.070 – “Use tax rate” of the Capitola Municipal Code. Section 3.10.070 of the Capitola Municipal Code is amended as indicated below, with amended text shown in underlined text, and deleted text shown in ~~strikeout~~ text.

Section 3.10.070 Use tax rate.

An excise tax is imposed on the storage, use or other consumption in the city of tangible personal property purchased from any retailer on and after the operative date of the ordinance codified in this chapter for storage, use or other consumption in the territory at the rate of ~~one-quarter~~ one-half of one percent of the sales price of the property. The sales price shall include delivery charges when such charges are subject to state sales or use tax regardless of the place to which delivery is made.

Section 4. Amendment of Ordinance 880 (uncodified). Section 16 of Ordinance 880, as amended by Ordinance Nos. 935 and 1008, is hereby amended to read as follows:

“Section 16. Termination Date. The authority to levy the tax imposed by this ordinance shall expire December 31, 2034.”

Section 5. Operative Date.

"Operative Date" means the first day of the first calendar quarter commencing more than 110 days after the adoption of this ordinance.

Section 6. Voter Approval.

This ordinance shall be submitted to the voters at an election to be held on November 5, 2024.

Upon approval by a majority of the voters of the City voting on this ordinance, a Transactions and Use Tax shall be authorized.

Section 7. Severability.

If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the ordinance and the application of such provision to other persons or circumstances shall not be affected thereby.

Section 8. Effective Date.

This Ordinance shall take effect ten (10) days after the certification by the City Council of the election returns indicating passage of the Ordinance by a majority of voters casting votes in the election.

Section 9. Codification. Sections 2 and 3 of this ordinance shall be codified in the Capitola Municipal Code.

Section 10. CEQA. For purposes of the California Environmental Quality Act (Public Resources Code Section 21000, et seq.), a “project” is defined in State CEQA Guidelines Section 15378 (a) as “the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment”. The people of the Capitola hereby find that the proposed Ordinance will not result in any change in the environment and thus is not a project subject to the requirements of CEQA. Additionally, the proposed Ordinance involves the creation of a government funding mechanism which does not involve any commitment to any specific project which may result in a potentially significant impact on the environment and thus the proposed Ordinance is not a project subject to the requirements of CEQA pursuant to CEQA Guidelines Section 15378 (b)(4). Further, even if the adoption of this Ordinance was deemed to be a project subject to CEQA, the people of the City of Watsonville find the proposed Ordinance is exempt from CEQA under the common sense exemption set forth in Section 15061(b)(3), which provides that CEQA only applies to projects which have the potential for causing a significant effect on the environment, and thus where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

APPROVED by the following vote of the People of the City of Capitola on November 5, 2024:

3535 YES 1704 NO 5811 TOTAL VOTES

RESULTS DECLARED by the City Council of the City of Capitola on December 12, 2024.

SO ORDERED

ATTEST

Kristen Brown, Mayor

Julia Gautho, City Clerk

Dated:_____

Capitola City Council Agenda Report

Meeting: December 12, 2024

From: City Manager's Department

Subject: Oath-of-Office Ceremony



Recommended Action: Administer the oath of office and receive comments from newly elected Council Members.

Report Prepared By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager

Capitola City Council

Agenda Report

Meeting: December 12, 2024
From: City Manager's Department
Subject: City Council Reorganization for 2025



Recommended Action: Nominate and appoint a new Mayor and Vice-Mayor.

Background: Capitola Municipal Code Section 2.04.150 states that each year, the City Council shall select a mayor and vice mayor. During years without a general election, such selection shall be made approximately one year after the prior selection. The last City Council reorganization occurred on December 14, 2023.

California Government Code Section 36802 defines the roles of the Mayor and Vice Mayor (Mayor Pro Tempore): "The mayor shall preside at the meetings of the council. If he or she is absent or unable to act, the mayor pro tempore shall serve until the mayor returns or is able to act. The mayor pro tempore has all of the powers and duties of the mayor."

The City Council should select a new mayor and vice-mayor by motion.

Fiscal Impact: None.

Report Prepared By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager

Capitola City Council

Agenda Report

Meeting: December 12, 2024

From: Finance Department

Subject: City Check Registers



Recommended Action: Approve check registers dated November 1, 2024, November 8, 2024, November 15, 2024, and November 22, 2024.

Account: City Main				
Date	Starting Check #	Ending Check #	Payment Count	Amount
11/01/2024	107554	107654	110	\$ 726,275.72
11/08/2024	107655	107706	62	\$ 235,536.02
11/15/2024	107707	107775	70	\$ 220,463.17
11/22/2024	107776	107878	108	\$ 301,084.53

The main account check register dated October 18, 2024, ended with check #107553.

Account: Payroll				
Date	Starting Check/EFT #	Ending Check/EFT #	Payment Count	Amount
11/01/2024	5885	5891	117	\$ 210,206.72
11/08/2024	5892	5905	14	\$ 4,080.50
11/15/2024	5906	5916	112	\$ 205,363.69
11/22/2024	5917	5917	1	\$ 31,442.75

The payroll account check register dated October 18, 2024, ended with EFT #26573.

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

Check/EFT	Issued to	Dept	Description	Amount
107566	Betz Works Inc	PW	Park at Rispin Mansion Project Services	\$ 155,369.00
107576	Civicplus LLC	Rec	CivicRec Annual Fee	\$ 16,015.74
107577	Community Arts & Empowerment	PW	Capitola Wharf Mosaics	\$ 20,406.00
107578	Community Bridges	CDD	CDBG Meals on Wheels Q1	\$ 41,754.92
107582	Diamond D Company	PW	Upper Village Lot Sidewalk Improvements	\$ 30,980.00
107583	Donald W Alley	PW	Soquel Lagoon Monitoring Scope	\$ 12,755.86
107587	Exceedio	CM	November IT Services & Community Center Move	\$ 10,701.05

107601	Kimley Horn And Associates Inc	PW	41 st Avenue Multimodal Corridor Improvements	\$ 22,747.50
107628	Santa Cruz County Tax Collector	PW	Esplanade Sanitation District Charges	\$ 16,858.10
107634	Soquel Union Elementary School District	PW	Tile Project	\$ 11,542.38
107637	Staccato 2011 LLC	PD	Firearms	\$ 10,473.06
1810	CalPERS Health Insurance	CM	November Health Insurance	\$ 80,069.53
1811	CalPERS Member Services Division	CM	PERS Contributions PPE 10/12/2024	\$ 68,267.50
1812	Employment Development Department	CM	State Taxes PPE 10/12/2024	\$ 12,552.86
1813	Internal Revenue Service	CM	Federal Taxes & Medicare PPE 10/12/2024	\$ 41,131.93
1815	Voya Financial	CM	Employee 457 Contributions PPE 10/12/2024	\$ 10,185.41
1818	Wells Fargo Bank	Fin	September Credit Card Charges	\$ 18,896.12
107663	Carin Hanna	Fin	BIA Reimbursement for Sip & Stroll	\$ 11,314.43
107701	Triad Electric Inc	PW	Completion of Wharf Phase 2 Electrical	\$ 18,210.00
1819	CalPERS Member Services Division	CM	PERS Contributions PPE 10/26/2024	\$ 68,283.44
1820	Employment Development Department	CM	State Taxes PPE 10/26/2024	\$ 12,690.60
1821	Internal Revenue Service	CM	Federal Taxes & Medicare PPE 10/26/2024	\$ 41,282.64
1823	Voya Financial	CM	Employee 457 Contributions PPE 10/26/2024	\$ 10,226.78
107713	Bronze Works Inc	PW	CWEP Bronze Marine Life Plaques	\$ 16,000.00
107714	Burke Williams and Sorensen LLP	CM	September City Attorney Services	\$ 13,323.88
107717	Capitola Self Storage	CM	Annual Museum Storage Rental Units	\$ 12,576.00
107729	GBL Infrastructure Solutions Inc	PW	2700 Degree Kelvin Lights, Arms, and Poles	\$ 78,135.50
107751	Pacific Gas & Electric	PW	November Monthly Utilities	\$ 16,845.23
107759	Soquel Creek Water District	PW	Monthly Irrigation & Water Services	\$ 15,785.76
107788	Burke Williams & Sorensen LLP	CM	October City Attorney Services	\$ 23,367.40
107796	CSW Stuber Stroeh Engineering Group	PW	Cliff Drive Resiliency Project Services	\$ 31,692.85
107835	Second Harvest Food Bank	CDD	CDBG Q1	\$ 19,969.26
107841	Verde Design Inc	PW	Jade St Park – Universally Accessible Playground	\$ 10,348.64

1830	CalPERS Member Services	CM	PERS Contributions PPE 11/9/2024	\$ 68,142.68
1831	Employment Development Department	CM	State Taxes PPE 11/9/2024	\$ 12,500.90
1832	Internal Revenue Service	CM	Federal Taxes & Medicare PPE 11/9/2024	\$ 40,468.80
1834	Voya Financial	CM	Employee 457 Contributions PPE 11/15/2024	\$ 10,342.90
5917	Employee	CM	Employee Final Pay	\$ 31,442.75

Attachments:

1. 11-01-24 Check Register
2. 11-08-24 Check Register
3. 11-15-24 Check Register
4. 11-22-24 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

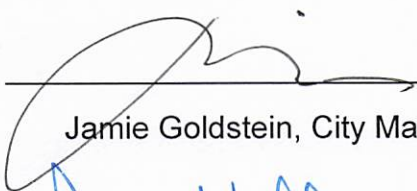
City main account checks dated November 1, 2024, numbered 107554 to 107654 totaling \$493,420.34, 9 EFTs totaling \$232,855.38, 7 payroll checks totaling \$2,386.56 and 110 payroll EFTs totaling \$207,820.16 for a grand total of \$936,482.44, have been reviewed and authorized for distribution by the City Manager.

As of November 1, 2024, the unaudited cash balance is \$1,992,800.64.

**CASH POSITION - CITY OF CAPITOLA
November 1, 2024**

	<u>11/1/2024</u>
General Fund ⁽¹⁾	\$ (3,987,367.27)
Payroll Payables	\$ 188,500.90
Contingency Reserve Fund	\$ 2,192,345.66
PERS Contingency Fund	\$ 1,154,274.68
Emergency Reserve Fund	\$ 1,381,505.54
Facilities Reserve Fund	\$ 182,714.09
Capital Improvement Fund	\$ 107,853.91
Stores Fund	\$ 55,478.33
Information Technology Fund	\$ 214,964.56
Equipment Replacement	\$ 167,426.08
Self-Insurance Liability Fund	\$ (115,416.19)
Workers' Comp. Ins. Fund	\$ 119,634.29
Compensated Absences Fund	\$ 330,886.06
TOTAL AVAILABLE GENERAL FUNDS	<u><u>\$ 1,992,800.64</u></u>

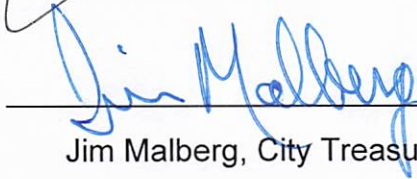
(1) November 1st balance includes \$4.11 million non-current investments



 Jamie Goldstein, City Manager

11/4/24

 Date



 Jim Malberg, City Treasurer

11/1/24

 Date

City Checks Issued November 1, 2024

Item 6 A.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107554	11/01/2024			ADAMS ASHBY GROUP INC.	\$5,000.00
	Invoice	Date	Description		Amount
	6215	10/18/2024	General admin of CDBG - Community Center 1350 - CDBG Grants		\$5,000.00
107555	11/01/2024			ADRIENNE HARRELL	\$360.00
	Invoice	Date	Description		Amount
	AH102224	10/22/2024	Instructor payment		\$360.00
107556	11/01/2024			AFLAC	\$1,865.14
	Invoice	Date	Description		Amount
	789446	10/23/2024	October supplemental insurance 1001 - Payroll Payables		\$1,865.14
107557	11/01/2024			ALLSAFE LOCK COMPANY	\$13.57
	Invoice	Date	Description		Amount
	204094	10/17/2024	5 keys		\$13.57
107558	11/01/2024			AMAZON CAPITAL SERVICES	\$944.94
	Invoice	Date	Description		Amount
	19XV-DRQ6-3YNV	10/21/2024	Work gloves		\$228.74
	1Y96-G1HM-449P	10/21/2024	Work boots		\$196.19
	14LY-CV33-61CN	10/21/2024	Batteries, kleenex		\$34.87
	1G6G-CH6X-F3TM	10/22/2024	Stop switch		\$8.71
	1HV1-Y4WR-34RM	10/21/2024	Curtain hooks, menu holders, badges		\$67.98
	1TFH-JGF1-DKWD	10/16/2024	Afterschool supplies		\$161.66
	141C-RYQQ-F4PW	10/14/2024	Poster frame, cubicle hooks, card holder, curtain rod		\$91.48
	173Q-K47M-NYNJ	10/17/2024	Poster frame		\$37.05
	196L-F4FP-3WW7	10/21/2024	Desktop organizer		\$25.15
	1P3Q-KFYC-47NF	10/24/2024	Calendars, ground coffee		\$32.87
	14HT-F6D7-DHHX	10/25/2024	File folders		\$16.43
	1R7C-DCRY-JLH3	10/29/2024	Afterschool supplies credit memo		(\$161.66)
	1MQ9-GD91-QG93	10/23/2024	Batteries and Soap		\$33.42
	14HH-3MGF-394J	10/15/2024	Badge Polishing Cream		\$23.98
	14HT-F6D7-3JDN	10/24/2024	Batteries		\$148.07
		1000 - General Fund			\$893.64
		2210 - ISF - Stores Fund			\$51.30
107559	11/01/2024			AMERICAN CAMP ASSOCIATION	\$1,190.00
	Invoice	Date	Description		Amount
	A-9120734-2025	10/22/2024	Camp Fee and membership renewal		\$1,190.00

City Checks Issued November 1, 2024

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107560	11/01/2024			ARMANDO FERRO	\$400.00
	Invoice	Date	Description		Amount
	AF102924	10/29/2024	Wellness Grant Funded Expense - Weight Set		\$400.00
107561	11/01/2024			ARTHUR S. DOVER MD	\$437.00
	Invoice	Date	Description		Amount
	AD102324	10/23/2024	Annual flu shots		\$437.00
107562	11/01/2024			B & B SMALL ENGINE REPAIR	\$167.01
	Invoice	Date	Description		Amount
	31654	10/22/2024	Throttle cable, chain loop		\$167.01
107563	11/01/2024			BEAR ELECTRICAL SOLUTIONS, LLC	\$808.35
	Invoice	Date	Description		Amount
	24454	09/30/2024	September traffic signal maintenance services - response		\$161.55
	24292	09/30/2024	September traffic signal maintenance services - routine		\$646.80
			1310 - Gas Tax		
107564	11/01/2024			BENEFIT COORDINATORS CORP.	\$6,164.70
	Invoice	Date	Description		Amount
	B0FSLR	10/01/2024	October dental & vision insurance		\$6,164.70
			1001 - Payroll Payables		
107565	11/01/2024			BERRY, DUNN, McNEIL & PARKER LLC	\$5,409.21
	Invoice	Date	Description		Amount
	452612	10/27/2024	Project Planning & Management Services		\$5,409.21
107566	11/01/2024			BETZ WORKS INC	\$155,369.00
	Invoice	Date	Description		Amount
	24256	09/30/2024	Park at Rispin Mansion Project Services through 9.30.24		\$155,369.00
			1200 - Capital Improvement Fund		
107567	11/01/2024			BOONE LOW RATLIFF ARCHITECTS INC	\$2,695.00
	Invoice	Date	Description		Amount
	4146	10/07/2024	September Jade Street Park Restroom Remodel		\$2,695.00
			1200 - Capital Improvement Fund		

City Checks Issued November 1, 2024

Item 6 A.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107568	11/01/2024			BURKE WILLIAMS AND SORENSEN LLP	\$8,833.00
	Invoice	Date	Description		Amount
	330579	10/25/2024	September Code Enforcement Legal Services		\$845.00
	330580	10/25/2024	September Planning legal services		\$5,575.50
	330583	10/25/2024	September 427 Riverview Legal Services		\$1,470.00
	330581	10/25/2024	September fee issues legal services		\$942.50
107569	11/01/2024			CA DEPARTMENT OF JUSTICE	\$132.00
	Invoice	Date	Description		Amount
	766154	10/03/2024	September 2024 Fingerprinting		\$132.00
107570	11/01/2024			CALE AMERICA INC.	\$4,229.02
	Invoice	Date	Description		Amount
	182013	08/29/2024	August 2024 Active Meters		\$2,114.51
	182439	09/29/2024	September 2024 Active Meters		\$2,114.51
107571	11/01/2024			CALIFORNIA COAST UNIFORM COMPANY	\$2,497.85
	Invoice	Date	Description		Amount
	11168	10/25/2024	530 Tailoring Charges		\$150.00
	11171	10/25/2024	525 Tailoring Charges		\$86.00
	11173	10/25/2024	521 Tailoring Charges		\$101.00
	11166	10/25/2024	529 Tailoring Charges		\$95.00
	11174	10/25/2024	528 Tailoring and Embroidery Charges		\$160.00
	11167	10/25/2024	531 Tailoring Charges		\$100.00
	11184	10/25/2024	510 Tailoring Charges		\$182.00
	11169	10/25/2024	534 Tailoring Charges		\$166.00
	11165	10/25/2024	Parking Tailoring Charges		\$320.00
	11188	10/25/2024	518 Tailoring Charges		\$175.00
	11190	10/25/2024	HP Pen		\$10.85
	11186	10/25/2024	520 Tailoring Charges		\$357.00
	11187	10/25/2024	532 Tailoring Charges		\$80.00
	11172	10/25/2024	515 Tailoring Charges		\$100.00
	11185	10/25/2024	Tailoring Charges		\$295.00
	11170	10/25/2024	513 Tailoring Charges		\$120.00

City Checks Issued November 1, 2024

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107572	11/01/2024			CAPITOLA BEACH FESTIVAL ASSOCIATION	\$5,000.00
	Invoice	Date	Description		Amount
	CBF102224	10/22/2024	Capitola Beach Festival Grant		\$5,000.00
107573	11/01/2024			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,022.00
	Invoice	Date	Description		Amount
	POA101824	10/18/2024	POA & gym dues PPE 10/12/24		\$1,022.00
			1001 - Payroll Payables		
107574	11/01/2024			CARIN HANNA	\$2,822.07
	Invoice	Date	Description		Amount
	CH101024	10/10/2024	BIA Reimbursement		\$2,822.07
			1321 - BIA - Capitola Village-Wharf BIA		
107575	11/01/2024			CINTAS CORPORATION	\$133.84
	Invoice	Date	Description		Amount
	5234882504	10/15/2024	First Aid Replenishment		\$133.84
107576	11/01/2024			CIVICPLUS LLC	\$16,015.74
	Invoice	Date	Description		Amount
	313474	10/25/2024	CivicRec Annual Fee		\$16,015.74
107577	11/01/2024			COMMUNITY ARTS & EMPOWERMENT	\$20,406.00
	Invoice	Date	Description		Amount
	10292024	10/22/2024	Capitola Wharf Mosaics		\$20,406.00
			1200 - Capital Improvement Fund		
107578	11/01/2024			COMMUNITY BRIDGES	\$41,754.92
	Invoice	Date	Description		Amount
	CB093024	09/30/2024	21-CDBG-NH-20009 Meals on Wheels Jul-Sep		\$41,754.92
			1350 - CDBG Grants		
107579	11/01/2024			COMMUNITY PRINTERS	\$187.94
	Invoice	Date	Description		Amount
	39214011	10/30/2024	Insurance Info Cards		\$187.94
107580	11/01/2024			CORODATA RECORDS MANAGEMENT, INC.	\$352.36
	Invoice	Date	Description		Amount
	RS3656941	09/30/2024	September Records Management		\$352.36
107581	11/01/2024			DANA LYNN SCHMIDT	\$360.00
	Invoice	Date	Description		Amount
	DLS102224	10/22/2024	Instructor payment		\$360.00

City Checks Issued November 1, 2024

Item 6 A.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107582	11/01/2024			DIAMOND D COMPANY	\$30,980.00
	Invoice	Date	Description		Amount
	5477	10/14/2024	Upper Village Parking Lot Sidewalk Improvements		\$23,980.00
	5466	09/19/2024	Upper Village Parking Lot Sidewalk Improvements through 8.2		\$7,000.00
			1200 - Capital Improvement Fund		
107583	11/01/2024			DONALD W ALLEY	\$12,755.86
	Invoice	Date	Description		Amount
	1024-02	10/24/2024	Soquel Lagoon Monitoring Scope and Budget FY2024		\$12,755.86
107584	11/01/2024			EDIBLE MONTEREY BAY	\$1,495.00
	Invoice	Date	Description		Amount
	4627	10/21/2024	Half page advertisement		\$1,495.00
			1321 - BIA - Capitola Village-Wharf BIA		
107585	11/01/2024			ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE	\$460.00
	Invoice	Date	Description		Amount
	26241340	10/22/2024	ArcGIS subscription		\$460.00
			2211 - ISF - Information Technology		
107586	11/01/2024			EWING IRRIGATION	\$418.75
	Invoice	Date	Description		Amount
	23353153	09/10/2024	Industrial battery		\$418.75
107587	11/01/2024			EXCEEDIO	\$10,701.05
	Invoice	Date	Description		Amount
	16334	11/01/2024	Community Center IT Move IT services		\$304.11
	16371	11/01/2024	November IT services		\$9,076.94
	16402	10/22/2024	IT assets at Jade St		\$1,320.00
			2211 - ISF - Information Technology		
107588	11/01/2024			FLYERS ENERGY LLC	\$3,527.77
	Invoice	Date	Description		Amount
	CFS-4033233	10/15/2024	Card processing		\$170.26
	24-209904	10/17/2024	411 gallons gasoline		\$1,869.57
	24-209905	10/17/2024	324 gallons diesel		\$1,487.94
107589	11/01/2024			FRANCHISE TAX BOARD	\$1,131.01
	Invoice	Date	Description		Amount
	EWO101824EM	10/18/2024	Employee garnishment PPE 10/12/24, case #550439024		\$802.95
	EWO101824KM	10/18/2024	Employee garnishments PPE 10/12/24, case #424923421		\$328.06

City Checks Issued November 1, 2024

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107590	11/01/2024			GALLS LLC	\$116.53
	Invoice	Date	Description		Amount
	029243581	10/02/2024	Uniform Pins		\$116.53
107591	11/01/2024			HASCO STATIONS, LLC	\$17.00
	Invoice	Date	Description		Amount
	INV-149417	10/15/2024	Carwash Closing Date 10/15/2024		\$17.00
107592	11/01/2024			HD SUPPLY FORMERLY HOME DEPOT PRO	\$2,210.66
	Invoice	Date	Description		Amount
	829471168	10/08/2024	Cleaning supplies		\$893.75
	829925775	10/09/2024	Paper towel dispensers		\$87.59
	829977586	10/10/2024	Paper towel dispensers		\$96.26
	831173448	10/17/2024	Cleaning supplies		\$1,133.06
107593	11/01/2024			HH ASSOCIATES US, INC	\$1,401.66
	Invoice	Date	Description		Amount
	261505719	10/14/2024	Notice to Appear Citations		\$1,401.66
107594	11/01/2024			HINDERLITER DELLAMAS AND ASSOCIATES	\$1,408.03
	Invoice	Date	Description		Amount
	SIN043815	09/30/2024	September TOT and STR admin fees		\$1,408.03
107595	11/01/2024			HOME DEPOT CREDIT SERVICES	\$1,874.82
	Invoice	Date	Description		Amount
	8622439	10/15/2024	Batteries, spray bottle, ratchet , table light		\$451.35
	1629482	10/02/2024	Pliers, wrenches, filters, braids, roller tray		\$173.60
	1014356	10/22/2024	Plastic sheeting, masking film, scotch tape, safety glasses		\$358.26
	6620378	10/07/2024	Cables, cutter set, power auger driver		\$276.68
	2512472	10/11/2024	Screwdriver set, drill bit set		\$193.78
	5615931	10/08/2024	Door pak		\$36.11
	6615708	10/07/2024	PVC flange, tapcon, silicone		\$63.39
	2614559	10/01/2024	Drywall, pine wood		\$76.65
	6524577	10/07/2024	Roller tray,roller frame		\$60.26
	6521010	10/17/2024	Tape, bungee cords, cable tie		\$40.41
	2514509	10/21/2024	Saw blades		\$13.11
	8520064	08/26/2024	Storage container		\$131.22
			1000 - General Fund		\$1,701.22
			1311 - Wharf		\$173.60

City Checks Issued November 1, 2024

Item 6 A.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107596	11/01/2024			HOSE SHOP	\$945.40
	Invoice	Date	Description		Amount
	462346	10/21/2024	Powerlock clamp, hose		\$945.40
107597	11/01/2024			INTERSTATE BATTERY SYSTEM OF SAN JOSE INC	\$724.56
	Invoice	Date	Description		Amount
	45061141	10/25/2024	Auto batteries		\$362.28
	45061151	10/25/2024	Auto batteries		\$362.28
107598	11/01/2024			JAIME PONCIANO	\$131.98
	Invoice	Date	Description		Amount
	JP102424	10/24/2024	Advanced Roadside Impaired Driver Enforcement Course (PO		\$131.98
107599	11/01/2024			JESSE FRANCHI	\$450.00
	Invoice	Date	Description		Amount
	JF101824	10/18/2024	Pesticide License Renewal Reimbursement		\$450.00
107600	11/01/2024			KBA Document Solutions LLC	\$587.84
	Invoice	Date	Description		Amount
	55Y1489411	10/18/2024	City Hall Copier Lease		\$534.51
	55Y1490238	10/23/2024	Monthly copier usage charges		\$53.33
			2211 - ISF - Information Technology		
107601	11/01/2024			KIMLEY HORN AND ASSOCIATES INC	\$22,747.50
	Invoice	Date	Description		Amount
	29579860	09/30/2024	41st Avenue Multimodal Corridor Improvements through 9.30.2		\$22,747.50
			1200 - Capital Improvement Fund		
107602	11/01/2024			KING'S PAINT AND PAPER INC.	\$143.10
	Invoice	Date	Description		Amount
	ZBJ2H	10/21/2024	Paint		\$143.10
107603	11/01/2024			LABORMAX STAFFING	\$5,275.47
	Invoice	Date	Description		Amount
	26-411572	10/18/2024	Public works seasonal labor 10/12 - 10/18		\$2,489.07
	26-412952	10/25/2024	Public works seasonal labor 10/21 - 10/25		\$2,786.40

City Checks Issued November 1, 2024

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107604	11/01/2024			LAURA ALIOTO	\$1,025.00
	Invoice	Date	Description		Amount
	LA102224	10/22/2024	Instructor payment		\$290.00
	LA102924	10/29/2024	Instructor payment		\$735.00
107605	11/01/2024			LINDE GAS & EQUIPMENT INC.	\$209.79
	Invoice	Date	Description		Amount
	45870830	10/21/2024	Acetylene rental		\$209.79
107606	11/01/2024			LIUNA PENSION FUND	\$1,120.00
	Invoice	Date	Description		Amount
	FV6722	10/18/2024	LIUNA pension dues - October		\$1,120.00
			1001 - Payroll Payables		
107607	11/01/2024			MASTER CLEANERS	\$1,292.45
	Invoice	Date	Description		Amount
	MC100524	10/05/2024	September 2024 Uniform Cleaning		\$1,292.45
107608	11/01/2024			MBASIA	\$3,495.60
	Invoice	Date	Description		Amount
	GHC0068059	10/24/2024	Liability claim - Deductible Recovery Invoice		\$3,495.60
			2213 - ISF - Self-Insurance Liability		
107609	11/01/2024			McMASTER-CARR SUPPLY COMPANY	\$640.69
	Invoice	Date	Description		Amount
	35551356	10/28/2024	Steel tubes		\$640.69
107610	11/01/2024			MISSION LINEN SUPPLY	\$433.82
	Invoice	Date	Description		Amount
	522565541	10/16/2024	Fleet towels, uniform cleaning		\$40.03
	522565542	10/16/2024	Corp. Yard linen service		\$134.68
	522613874	10/23/2024	Fleet towels, uniform cleaning		\$59.68
	522613875	10/23/2024	Corp. Yard linen service		\$122.10
	522634620	10/28/2024	Community Center mop and mat service		\$77.33
107611	11/01/2024			MISSION PRINTERS	\$345.67
	Invoice	Date	Description		Amount
	66390	10/30/2024	Regular envelopes		\$345.67
			2210 - ISF - Stores Fund		

City Checks Issued November 1, 2024

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107612	11/01/2024			MOFFATT AND NICHOL	\$691.50
	Invoice	Date	Description		Amount
	00792610	10/02/2024	Wharf design services through 9/28/2024 1200 - Capital Improvement Fund		\$691.50
107613	11/01/2024			MONTEREY BAY ANALYTICAL SERVICES INC	\$464.00
	Invoice	Date	Description		Amount
	241015_020	10/25/2024	Water sample analysis		\$464.00
107614	11/01/2024			NATIONAL TESTING NETWORK, INC	\$500.00
	Invoice	Date	Description		Amount
	15601	06/20/2024	FY24/25 Recruitment Services for LE Annual Renewal		\$500.00
107615	11/01/2024			NICHOLE BRYANT LEBLOND	\$668.89
	Invoice	Date	Description		Amount
	NB101824	10/18/2024	Afterschool snacks reimbursement		\$129.43
	NB101924	10/19/2024	Afterschool snacks reimbursement		\$190.11
	NB100924	10/09/2024	CSLSA 2024 Fall Meeting Travel Reimbursement		\$349.35
107616	11/01/2024			NORTH BAY FORD	\$922.07
	Invoice	Date	Description		Amount
	293938	10/17/2024	Bolts		\$44.70
	293909	10/15/2024	Alternator assembly, tensioner, v belt		\$829.76
	293950	10/18/2024	Gasket		\$47.61
107617	11/01/2024			O'REILLY AUTO PARTS	\$248.47
	Invoice	Date	Description		Amount
	2763-472619	10/22/2024	Wiper blades, gauge kits, filter cleaner		\$165.94
	2763-472299	10/20/2024	Gasket		\$15.60
	2763-472298	10/20/2024	Spreader, fant		\$45.31
	2763-472400	10/21/2024	Wiper fluid		\$21.62
107618	11/01/2024			OLIVE SPRINGS QUARRY INC.	\$892.64
	Invoice	Date	Description		Amount
	152788	10/21/2024	Asphalt		\$892.64

City Checks Issued November 1, 2024

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107619	11/01/2024			OUTDOOR SUPPLY HARDWARE	\$586.33
	Invoice	Date	Description		Amount
	A22809	10/22/2024	Bulk fastener, wedge anchor		\$92.37
	A20930	10/18/2024	Electrical tape, sharpener, knife blade set, buckle		\$59.29
	A20582	10/17/2024	Super glue, work uniform		\$304.04
	A19616	10/15/2024	Spray paint		\$34.84
	A23529	10/23/2024	Spring holder, sponge scrubber, drying rock		\$62.17
	A24474	10/25/2024	Electrical tape, cable ties, timer		\$33.62
107620	11/01/2024			PETERSON CATERPILLAR	\$770.74
	Invoice	Date	Description		Amount
	PC080210258	10/17/2024	Manifold		\$770.74
107621	11/01/2024			PHOENIX GROUP INFORMATION SYSTEMS	\$8,539.58
	Invoice	Date	Description		Amount
	092024070	10/23/2024	September 2024 Citation Processing		\$8,539.58
107622	11/01/2024			ROYAL WHOLESALE ELECTRIC	\$3.30
	Invoice	Date	Description		Amount
	7719-1044761	10/25/2024	Stainless steel couplings		\$3.30
107623	11/01/2024			RRM DESIGN GROUP	\$1,199.50
	Invoice	Date	Description		Amount
	2757-01-0924	10/16/2024	September Capitola Housing Element Update 1313 - General Plan Update and Maint		\$1,199.50
107624	11/01/2024			SAN LORENZO LUMBER	\$222.47
	Invoice	Date	Description		Amount
	55-0921096	10/21/2024	Lumber		\$174.13
	55-0921894	10/23/2024	Lumber		\$48.34
107625	11/01/2024			SANTA CRUZ COUNTY DEPT OF PUBLIC WORKS	\$195.84
	Invoice	Date	Description		Amount
	ZONEV-20230362	10/23/2024	Zone V pass through payment		\$195.84

City Checks Issued November 1, 2024

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107626	11/01/2024			SANTA CRUZ COUNTY DISTRICT ATTORNEY	\$5,775.00
	Invoice	Date	Description		Amount
	24/25 MDIC-CPD	10/24/2024	FY24/25 MDIC Annual Contribution		\$5,775.00
107627	11/01/2024			SANTA CRUZ COUNTY TAX COLLECTOR	\$1,883.82
	Invoice	Date	Description		Amount
	2317521	10/22/2024	City Hall sanitation district charges		\$1,883.82
107628	11/01/2024			SANTA CRUZ COUNTY TAX COLLECTOR	\$16,858.10
	Invoice	Date	Description		Amount
	2317319	10/22/2024	Esplanade sanitation district charges		\$16,858.10
107629	11/01/2024			SANTA CRUZ COUNTY TAX COLLECTOR	\$1,897.90
	Invoice	Date	Description		Amount
	2311163	10/22/2024	Library sanitation district charges		\$1,897.90
107630	11/01/2024			SANTA CRUZ COUNTY TAX COLLECTOR	\$2,477.38
	Invoice	Date	Description		Amount
	2319555	10/22/2024	Wharf sanitation district charges 1311 - Wharf		\$2,477.38
107631	11/01/2024			SAUCEYZ	\$947.00
	Invoice	Date	Description		Amount
	SFT102924	10/29/2024	Artist Lunch Tickets		\$947.00
107632	11/01/2024			SECURE SOLUTIONS	\$2,360.10
	Invoice	Date	Description		Amount
	001364	10/17/2024	Police Officer Candidate Background Investigation		\$1,960.10
	001365	10/17/2024	Police Officer Candidate Background Investigation		\$400.00
107633	11/01/2024			SOQUEL CREEK WATER DISTRICT	\$3,139.51
	Invoice	Date	Description		Amount
	08-15299-0101424	10/14/2024	08-15299-00 Monterey Ave. water		\$168.11
	08-15562-0101424	10/14/2024	08-15562-00 Cliff and Fairview water service		\$80.44
	09-15964-0101424	10/14/2024	09-15964-00 Monterey Ave. Esplanade water		\$2,206.32
	10-16317-0102424	10/21/2024	10-16317-00 420 Capitola Ave. water		\$390.27
	10-16315-0102124	10/21/2024	10-16315-00 504 Beulah Dr. water		\$106.82
	10-16316-0102424	10/21/2024	10-16316-00 426 Capitola Ave. water		\$187.55

City Checks Issued November 1, 2024

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107634	11/01/2024			SOQUEL UNION ELEMENTARY SCHOOL DISTRICT	\$11,542.38
	Invoice	Date	Description		Amount
	INV25-00301	08/05/2024	Tile project 1315 - Public Art Fee Fund		\$11,542.38
107635	11/01/2024			SPECTRUM BUSINESS	\$3,798.88
	Invoice	Date	Description		Amount
	170005701102124	10/21/2024	November internet service 1000 - General Fund 2211 - ISF - Information Technology		\$3,798.88 \$1,668.69 \$2,130.19
107636	11/01/2024			SSP DATA INC.	\$3,700.00
	Invoice	Date	Description		Amount
	62416	09/19/2024	Barracuda Cloud Account Renewal 2211 - ISF - Information Technology		\$3,700.00
107637	11/01/2024			STACCATO 2011 LLC	\$10,473.06
	Invoice	Date	Description		Amount
	291515	08/26/2024	Firearms		\$10,473.06
107638	11/01/2024			STAPLES ADVANTAGE	\$276.92
	Invoice	Date	Description		Amount
	6013639782	10/01/2024	Dry Erase Markers, Packing Tape and Paper Plates		\$78.87
	6015036172	10/25/2024	Clorox Wipes and Envelopes		\$122.19
	6015036173	10/25/2024	Printing Paper		\$75.86
107639	11/01/2024			STOP STICK, LTD.	\$561.65
	Invoice	Date	Description		Amount
	2024-33273	10/24/2024	Stop Stick Kit		\$561.65
107640	11/01/2024			T MOBILE	\$379.60
	Invoice	Date	Description		Amount
	TM102124	10/21/2024	October cell phone usage - acct # 947590665		\$43.60
	TM102124-2	10/21/2024	October cell phone usage - acct # 989440968		\$336.00
107641	11/01/2024			TPX COMMUNICATIONS	\$1,446.27
	Invoice	Date	Description		Amount
	182379758-0	10/23/2024	Ocotober phone service 1000 - General Fund 2211 - ISF - Information Technology		\$1,446.27 \$784.61 \$661.66

City Checks Issued November 1, 2024

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107642	11/01/2024			ULINE	\$1,679.43
	Invoice	Date	Description		Amount
	184504023	10/17/2024	Wave bike racks 1309 - RTC Streets		\$1,679.43
107643	11/01/2024			UNITED WAY OF SANTA CRUZ COUNTY	\$20.00
	Invoice	Date	Description		Amount
	UW103124	10/18/2024	October United Way contributions 1001 - Payroll Payables		\$20.00
107644	11/01/2024			US BANK PARS Acct 6746022400	\$1,203.32
	Invoice	Date	Description		Amount
	PARS101824	10/18/2024	PARS contributions PPE 10/12/24 1001 - Payroll Payables		\$1,203.32
107645	11/01/2024			VERITONE INC.	\$1,200.00
	Invoice	Date	Description		Amount
	864276	10/17/2024	Redact Application Annual License Fee for 10/11/24 - 10/11/24		\$1,200.00
107646	11/01/2024			VERIZON WIRELESS	\$2,753.99
	Invoice	Date	Description		Amount
	9975980577	10/10/2024	October telephone charges		\$2,753.99
107647	11/01/2024			WANDERLUST CONTENT STUDIO, LLC	\$2,520.00
	Invoice	Date	Description		Amount
	1142	10/15/2024	Santa Cruz Visitor Magazine custom content 1321 - BIA - Capitola Village-Wharf BIA		\$2,520.00
107648	11/01/2024			WATCHTOWER SOLUTIONS, INC.	\$2,888.00
	Invoice	Date	Description		Amount
	CLG-02-24	10/30/2024	Watchtower Platform License Subscription		\$2,888.00
107649	11/01/2024			WATSONVILLE BLUEPRINT	\$1,031.55
	Invoice	Date	Description		Amount
	118166	10/17/2024	Blueprint prints		\$834.30
	118172	10/18/2024	Blueprints		\$197.25
			1200 - Capital Improvement Fund		
107650	11/01/2024			WATSONVILLE FORD	\$25.29
	Invoice	Date	Description		Amount
	46794	10/04/2024	O ring		\$25.29

City Checks Issued November 1, 2024

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107651	11/01/2024			WE ALL RIDE SANTA CRUZ	\$332.71
	Invoice	Date	Description		Amount
	4181695	07/01/2024	Spark plugs, air filter		\$143.59
	4184247	10/24/2024	Battery maintenance. charger		\$189.12
107652	11/01/2024			WILLDAN FINANCIAL SERVICES	\$2,501.00
	Invoice	Date	Description		Amount
	010-60013	10/18/2024	Comprehensive User Fee Study and Overhead Cost Allocati		\$2,501.00
107653	11/01/2024			YVETTE BROOKS	\$1,081.70
	Invoice	Date	Description		Amount
	YB101824	10/18/2024	2024 League of California Cities Conference Travel Reimburs		\$1,081.70
107654	11/01/2024			MATTHEW HOWARD	\$122.78
	Invoice	Date	Description		Amount
	20240139	10/22/2024	Permit 20240139 Refund		\$122.78
			1000 - General Fund		\$112.96
			1313 - General Plan Update and Maint		\$6.80
			1317 - Technology Fee Fund		\$3.02
Type Check Totals:					\$493,420.34
<u>EFT</u>					
1810	11/01/2024			CalPERS Health Insurance	\$80,069.53
	Invoice	Date	Description		Amount
	1002761747	10/14/2024	November health insurance		\$80,069.53
			1000 - General Fund		\$4,311.74
			1001 - Payroll Payables		\$75,757.79
1811	10/21/2024			CalPERS Member Services Division	\$68,267.50
	Invoice	Date	Description		Amount
	1002759890-3	10/18/2024	PERS contributions PPE 10/12/24		\$68,267.50
			1000 - General Fund		\$0.08
			1001 - Payroll Payables		\$68,267.42
1812	10/21/2024			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$12,552.86
	Invoice	Date	Description		Amount
	0-463-836-304	10/18/2024	State taxes PPE 10/12/24		\$12,552.86
			1001 - Payroll Payables		
1813	10/21/2024			INTERNAL REVENUE SERVICE	\$41,131.93
	Invoice	Date	Description		Amount
	30910039	10/18/2024	Federal taxes & Medicare PPE 10/12/24		\$41,131.93
			1001 - Payroll Payables		

City Checks Issued November 1, 2024

Item 6 A.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
1814	10/21/2024			STATE DISBURSEMENT UNIT	\$1,469.06
	Invoice	Date	Description		Amount
	50047598	10/18/2024	Employee garnishments PPE 10/12/24		\$1,469.06
			1001 - Payroll Payables		
1815	10/21/2024			VOYA FINANCIAL	\$10,185.41
	Invoice	Date	Description		Amount
	VOYA101824	10/18/2024	Employee 457 contributions PPE 10/12/24		\$10,185.41
			1001 - Payroll Payables		
1816	10/25/2024			WEX HEALTH INC.	\$135.00
	Invoice	Date	Description		Amount
	0002026546-IN	09/30/2024	September COBRA and FSA admin.		\$135.00
1817	10/30/2024			PITNEY BOWES	\$147.97
	Invoice	Date	Description		Amount
	1026165311	09/30/2024	City Hall postage meter rental		\$147.97
			2210 - ISF - Stores Fund		
1818	10/25/2024			WELLS FARGO BANK	\$18,896.12
	Invoice	Date	Description		Amount
	WF100324	10/03/2024	September Credit Card Charges		\$18,896.12
			1000 - General Fund		\$17,451.19
			1200 - Capital Improvement Fund		\$1,202.10
			2211 - ISF - Information Technology		\$242.83
Type EFT Totals:					\$232,855.38
Checks			101		\$493,420.34
EFTs			9		\$232,855.38
All			110		\$726,275.72
Payroll Totals					
Checks			7		\$2,386.56
EFTs			110		\$207,820.16
All			117		\$210,206.72
Grand Totals:					
Checks			108		\$495,806.90
EFTs			119		\$440,675.54
All			227		\$936,482.44


City main account checks dated November 8, 2024, numbered 107655 to 107706 totaling \$94,784.55, 10 EFTs totaling \$140,751.47, and 14 payroll checks totaling \$4,080.50 for a grand total of \$239,616.52, have been reviewed and authorized for distribution by the City Manager.

As of November 8, 2024, the unaudited cash balance is \$2,011,937.29.

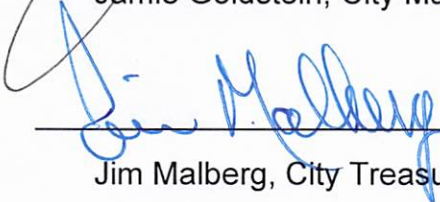
**CASH POSITION - CITY OF CAPITOLA
November 8, 2024**

	<u>11/8/2024</u>
General Fund ⁽¹⁾	\$ (3,980,137.88)
Payroll Payables	\$ 48,558.41
Contingency Reserve Fund	\$ 2,192,345.66
PERS Contingency Fund	\$ 1,154,274.68
Emergency Reserve Fund	\$ 1,381,505.54
Facilities Reserve Fund	\$ 182,714.09
Capital Improvement Fund	\$ 267,420.56
Stores Fund	\$ 54,889.13
Information Technology Fund	\$ 214,801.76
Equipment Replacement	\$ 167,426.08
Self-Insurance Liability Fund	\$ (122,381.09)
Workers' Comp. Ins. Fund	\$ 119,634.29
Compensated Absences Fund	\$ 330,886.06
TOTAL AVAILABLE GENERAL FUNDS	<u><u>\$ 2,011,937.29</u></u>

(1) November 8th balance includes \$4.11 million non-current investments



Jamie Goldstein, City Manager
Date 11/13/24



Jim Malberg, City Treasurer
Date 11/8/24

City Checks Issued November 8, 2024

Item 6 A.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107655	11/08/2024			ADT SECURITY SERVICES INC.	\$267.54
	Invoice	Date	Description		Amount
	ADT102924	10/29/2024	Corp. yard & museum ADT monitoring		\$267.54
107656	11/08/2024			ALLSAFE LOCK COMPANY	\$102.50
	Invoice	Date	Description		Amount
	861503	09/30/2024	Building Dept Office Door lock		\$102.50
107657	11/08/2024			AMAZON CAPITAL SERVICES	\$505.84
	Invoice	Date	Description		Amount
	1MT7-7MLW-4394	10/30/2024	Iphone case		\$14.16
	1LTR-RTHP-3NXP	11/04/2024	Dry erase board, hanging folders		\$46.14
	19DM-FQJ6-9TMT	11/05/2024	Single cable entry		\$43.56
	1X9C-VKN1-9PH1	11/05/2024	Work pants		\$98.07
	1H6Q-6TMP-C9TG	11/05/2024	Magnetic mic, work safety shoes		\$290.83
	1F7J-R97K-471Y	11/06/2024	Remote Control		\$13.08
		1000 - General Fund		\$445.54	
		2210 - ISF - Stores Fund		\$46.14	
		2211 - ISF - Information Technology		\$14.16	
107658	11/08/2024			AMERICAN RAMP COMPANY	\$5,182.35
	Invoice	Date	Description		Amount
	8788	10/31/2024	McGregor Asphalt Pump Track Project Services		\$5,182.35
		1200 - Capital Improvement Fund			
107659	11/08/2024			AXCIENT	\$140.00
	Invoice	Date	Description		Amount
	FY24INEFI184903	10/31/2024	October AppAssure storage		\$140.00
		2211 - ISF - Information Technology			
107660	11/08/2024			BEN NOBLE	\$3,341.25
	Invoice	Date	Description		Amount
	1495	11/05/2024	Housing Element Implementation Services through 10.31.24		\$3,341.25
		1313 - General Plan Update and Maint			

City Checks Issued November 8, 2024

Item 6 A.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107661	11/08/2024			BURKE WILLIAMS AND SORENSEN LLP	\$828.50
	Invoice	Date	Description		Amount
	330582	10/25/2024	September Public Records Act Requests Legal Services		\$828.50
107662	11/08/2024			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,022.00
	Invoice	Date	Description		Amount
	POA110124	11/01/2024	POA & gym dues PPE 10/26/24		\$1,022.00
			1001 - Payroll Payables		
107663	11/08/2024			CARIN HANNA	\$11,314.43
	Invoice	Date	Description		Amount
	CH110524	11/05/2024	BIA Reimbursement		\$11,314.43
			1321 - BIA - Capitola Village-Wharf BIA		
107664	11/08/2024			CINTAS CORPORATION	\$205.18
	Invoice	Date	Description		Amount
	5234882501	10/15/2024	Corp yard first aid supplies		\$197.39
	5234882503	10/15/2024	City Hall first aid supplies		\$7.79
107665	11/08/2024			COMMUNITY TELEVISION OF SANTA CRUZ COUNTY	\$1,525.00
	Invoice	Date	Description		Amount
	3501	10/31/2024	September Planning Commision and City Council meeting foot		\$1,525.00
107666	11/08/2024			COMPLETE PAPERLESS SOLUTIONS LLC	\$4,877.28
	Invoice	Date	Description		Amount
	4280	11/01/2024	Scanning services		\$4,877.28
107667	11/08/2024			DIAMOND D COMPANY	\$9,878.00
	Invoice	Date	Description		Amount
	5487	11/05/2024	Upper Village Parking Lot Sidewalk Improvements		\$9,878.00
			1200 - Capital Improvement Fund		
107668	11/08/2024			EQUITABLE	\$3,919.12
	Invoice	Date	Description		Amount
	1628627	10/11/2024	November LTD, STD, AD&D, life insurance		\$3,919.12
			1000 - General Fund		\$737.22
			1001 - Payroll Payables		\$3,181.90

City Checks Issued November 8, 2024

Item 6 A.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107669	11/08/2024			EWING IRRIGATION	\$800.27
	Invoice	Date	Description		Amount
	23811013	10/17/2024	Pliers, leaf rake, irritrol		\$646.88
	23778472	10/15/2024	Solenoid		\$28.40
	23844555	10/21/2024	Box lids		\$124.99
107670	11/08/2024			FASTENAL COMPANY	\$536.83
	Invoice	Date	Description		Amount
	CAWAT136754	10/29/2024	Hex head bolts		\$536.83
107671	11/08/2024			FLYERS ENERGY LLC	\$3,519.89
	Invoice	Date	Description		Amount
	24-215779	10/29/2024	140 gallons diesel		\$632.72
	24-215780	10/29/2024	630 gallons gasoline		\$2,795.04
	CFS-4048074	10/31/2024	Card processing		\$92.13
107672	11/08/2024			FRANCHISE TAX BOARD	\$1,260.32
	Invoice	Date	Description		Amount
	EWO110124KM	11/01/2024	Employee garnishments PPE 10/26/24, case #424923421		\$457.37
	EWO110124EM	11/01/2024	Employee garnishment PPE 10/26/24, case #550439024		\$802.95
107673	11/08/2024			GABE RANKIN	\$121.64
	Invoice	Date	Description		Amount
	GR103124	10/31/2024	Halloween candy and wipes reimbursement		\$121.64
107674	11/08/2024			GALLS LLC	\$207.51
	Invoice	Date	Description		Amount
	029368259	10/16/2024	Stinger DS LED		\$187.23
	029462593	10/25/2024	Nametag		\$20.28
107675	11/08/2024			GARDAWORLD	\$435.63
	Invoice	Date	Description		Amount
	10798472	11/01/2024	November 2024 Armored Transportation Service		\$435.63
107676	11/08/2024			HASCO STATIONS, LLC	\$8.50
	Invoice	Date	Description		Amount
	INV-152118	10/31/2024	Carwash Closing Date 10/31/2024		\$8.50

City Checks Issued November 8, 2024

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107677	11/08/2024			HOME DEPOT CREDIT SERVICES	\$4,554.26
	Invoice	Date	Description		Amount
	5620697	10/08/2024	Hose end		\$3.81
	4523867	10/29/2024	Bike hanger		\$43.36
	8611550	10/25/2024	Torch		\$67.87
	0624430	10/23/2024	Handle sporting knife, stencils, black marker		\$23.98
	8515231	10/25/2024	Label marker, cover flat, strap, seal		\$79.85
	0522445	10/23/2024	Utility hooks, bike hangers, ladder hanger, flathead		\$198.40
	0614930	10/03/2024	Rope		\$13.10
	4612352	10/29/2024	Marker, tool holder, sharpener, hangers		\$113.22
	9624727	10/24/2024	Couplers, voltage test kit		\$48.95
	8613624	11/04/2024	Picture hanging strips, waste liner, headlamp		\$65.25
	3626210	10/30/2024	Metal Tray, roller paint, frame		\$91.70
	611260	10/23/2024	Screwdriver, cover		\$22.70
	6637781	10/17/2024	Adapters, brush		\$44.48
	6622933	10/17/2024	Sakrete play sand		\$16.47
	6013639	10/17/2024	Bucket, caution tape, sprayer		\$112.57
	8622374	10/15/2024	Sweepers, screws, washers		\$117.61
	8513271	10/15/2024	Natural salt		\$83.47
	3525189	10/10/2024	Connect kit, washer nozzle		\$76.58
	9407507	09/24/2024	Saw		\$279.23
	4612307	09/19/2024	Sockets		\$14.03
	5016207	09/18/2024	Lumber, ply wood, screws		\$316.23
	6521532	09/17/2024	Painters touch		\$19.64
	7626084	09/16/2024	Pellet fertilizer, oil, tape, batteries		\$75.57
	4520273	09/09/2024	Marking crayons		\$6.50
	7615323	09/06/2024	Screwdriver, nut driver set		\$115.92
	7596402	09/06/2024	Impact wrench		\$433.82
	7530865	09/06/2024	Hi viz overalls		\$65.27
	8641055	09/05/2024	Utility blade, pliers set, pin set		\$54.10
	9623477	09/04/2024	Chisel set, pro safety red		\$173.14
	9512931	09/04/2024	Wrench, screwdriver, frame, pole		\$108.07
	9222271	09/04/2024	Bolt assembly		\$40.70
	2904379	08/22/2024	Complete solution, curb delivery		\$287.76
	4510513	08/20/2024	Wax ring with bolts		\$371.21
	5620343	08/19/2024	Saw blades		\$128.98
	5620219	08/19/2024	Chisel set		\$43.77
	5524008	08/19/2024	Spring links, wired rope, clamp set		\$54.86
	9903916	08/15/2024	Complete solution, curb delivery		\$537.37
	5610158	08/09/2024	Saw blade		\$11.46
	1510714	10/02/2024	Extension cord, power hub, floor cord		\$193.26
		1000 - General Fund			\$3,949.03
		1311 - Wharf			\$605.23

City Checks Issued November 8, 2024

Item 6 A.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107678	11/08/2024			HYDROSCIENCE ENGINEERS INC.	\$780.00
	Invoice	Date	Description		Amount
	331020004	09/02/2024	#23-0525 1098 38th Ave Stormwater Review		\$780.00
107679	11/08/2024			INTERNATIONAL BRONZE PLAQUE COMPANY	\$975.00
	Invoice	Date	Description		Amount
	77565	10/31/2024	Memorial Plaques (5)		\$975.00
107680	11/08/2024			INTERSTATE TRAFFIC CONTROL PRODUCTS	\$177.13
	Invoice	Date	Description		Amount
	266713	11/05/2024	Plastic stencils		\$177.13
107681	11/08/2024			KARIN ANDERSON	\$600.00
	Invoice	Date	Description		Amount
	KA112024	11/01/2024	BIA Ambassador 1321 - BIA - Capitola Village-Wharf BIA		\$600.00
107682	11/08/2024			KBA Document Solutions LLC	\$8.64
	Invoice	Date	Description		Amount
	55Y1492331	11/04/2024	City Hall copier usage charges 2211 - ISF - Information Technology		\$8.64
107683	11/08/2024			LABORMAX STAFFING	\$2,854.36
	Invoice	Date	Description		Amount
	26-414297	11/01/2024	Public works seasonal labor 10/28 - 11/1		\$2,854.36

City Checks Issued November 8, 2024

Item 6 A.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107684	11/08/2024			LEDESMA & SONS PAINTING	\$1,515.00
	Invoice	Date	Description		Amount
	1172	10/23/2024	Clear coat mural wall		\$1,515.00
			1315 - Public Art Fee Fund		
107685	11/08/2024			MBASIA	\$551.90
	Invoice	Date	Description		Amount
	GHC0059531-1	11/04/2024	Liability claim - Deductible Recovery Invoice		\$551.90
			2213 - ISF - Self-Insurance Liability		
107686	11/08/2024			MID COUNTY AUTO SUPPLY	\$223.22
	Invoice	Date	Description		Amount
	M-2768408	11/01/2024	Tarp clips, bed coating, vacuum cap		\$114.91
	M-2770376	11/04/2024	Bulb		\$64.20
	M-2772277	11/05/2024	Air filter, oil filter		\$44.11
107687	11/08/2024			MISSION LINEN SUPPLY	\$218.99
	Invoice	Date	Description		Amount
	522647842	10/30/2024	Corp. Yard linen service		\$142.27
	522647841	10/30/2024	Fleet towels, uniform cleaning		\$76.72
107688	11/08/2024			NICHOLE BRYANT LEBLOND	\$155.51
	Invoice	Date	Description		Amount
	NB103024	10/30/2024	Afterschool snacks reimbursement		\$155.51
107689	11/08/2024			NORTH BAY FORD	\$54.74
	Invoice	Date	Description		Amount
	293932	10/17/2024	Parts sales		\$6.18
	294038	10/29/2024	Valve assembly		\$48.56
107690	11/08/2024			OLIVE SPRINGS QUARRY INC.	\$401.20
	Invoice	Date	Description		Amount
	152971	10/28/2024	Asphalt		\$401.20

City Checks Issued November 8, 2024

Item 6 A.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107691	11/08/2024			OUTDOOR SUPPLY HARDWARE	\$2,005.29
	Invoice	Date	Description		Amount
	A25778	10/28/2024	Wall basket, rope, snap link, hook rack, mount plate		\$292.63
	A03624	09/12/2024	Nozzles		\$23.97
	J92585	08/22/2024	Rope		\$52.31
	J84359	08/06/2024	Spray paint		\$46.86
	J84196	08/06/2024	Accessory set		\$74.11
	A06204	09/17/2024	Spray paint		\$159.99
	A04130	09/13/2024	Field striping		\$19.60
	A03906	09/12/2024	Trap adapter		\$7.62
	J99656	09/04/2024	Paint bucket		\$9.80
	A02950	09/10/2024	Clingers		\$29.06
	A03658	09/12/2024	PVC Pipe, pry bar		\$34.86
	A03662	09/12/2024	Washers, hex nuts, impact driver		\$214.27
	J96455	08/29/2024	Hose clamp, sockets		\$155.33
	A10006	09/25/2024	Scrub brush, step drill		\$66.14
	A06266	09/17/2024	Spray paint, bucket		\$86.00
	A16277	10/08/2024	Screws		\$30.06
	A17075	10/10/2024	Spray want, nozzles, pressure gun, rotary nozzle		\$302.95
	A17567	10/11/2024	Step drill		\$64.93
	A20399	10/17/2024	Brush, tube cap		\$13.49
	A23035	10/22/2024	Spray paint		\$65.33
	A12412	09/30/2024	Step drill		\$59.94
	A27128	10/31/2024	Wire brush, drill bit set, sandpaper		\$42.04
	A26811	10/30/2024	Head wedge anchor, drill bit set		\$70.83
	A26675	10/30/2024	Spray paint		\$49.00
	A26135	10/29/2024	Outdoor bleach		\$9.47
	649592928	09/25/2024	Finance Charge		\$10.00
	651850468	10/25/2024	Finance Charge		\$14.70
		1000 - General Fund			\$1,913.45
		1311 - Wharf			\$91.84
107692	11/08/2024			PET PALS DISCOUNT PET SUPPLIES	\$472.75
	Invoice	Date	Description		Amount
	3071820	10/29/2024	K-9 Food		\$392.37
	3070408	10/26/2024	K-9 Treats and Supplies		\$80.38
107693	11/08/2024			SAN LORENZO LUMBER	\$236.20
	Invoice	Date	Description		Amount
	55-0924614	11/05/2024	Lumber		\$236.20

City Checks Issued November 8, 2024

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107694	11/08/2024			SANTA CRUZ MOSQUITO & VECTOR CONTROL	\$123.41
	Invoice	Date	Description		Amount
	03514135-24-25	11/04/2024	FY24/25 mosquito & disease control assessment		\$123.41
107695	11/08/2024			SENTINEL PRINTERS INC.	\$241.45
	Invoice	Date	Description		Amount
	310198	08/28/2024	No parking signs		\$241.45
107696	11/08/2024			SIRCHIE	\$84.50
	Invoice	Date	Description		Amount
	0669514-IN	10/30/2024	Evidence and Property Supplies		\$84.50
107697	11/08/2024			SOQUEL CREEK WATER DISTRICT	\$141.14
	Invoice	Date	Description		Amount
	13-10919-0102824	10/28/2024	13-10919-00 2000 Wharf Road water service		\$88.86
	34-18508-0102824	10/28/2024	34-18508-00 1510 McGregor Drive water service		\$52.28
107698	11/08/2024			STAPLES ADVANTAGE	\$53.65
	Invoice	Date	Description		Amount
	6014945319	10/24/2024	Copier paper		\$53.65
			2210 - ISF - Stores Fund		
107699	11/08/2024			SUMMIT UNIFORMS	\$1,043.44
	Invoice	Date	Description		Amount
	19647	10/30/2024	530 Class A Jacket		\$521.72
	19651	10/30/2024	531 Class A Jacket		\$521.72
107700	11/08/2024			SZS CONSULTING GROUP	\$4,900.00
	Invoice	Date	Description		Amount
	13	11/05/2024	Review and Update of the ADA Self-Evaluation and Transition F		\$1,070.00
	12	11/05/2024	Review and Update of the ADA Self-Evaluation and Transition F		\$3,830.00
			1200 - Capital Improvement Fund		
107701	11/08/2024			TRIAD ELECTRIC INC.	\$18,210.00
	Invoice	Date	Description		Amount
	10302401	10/30/2024	Completion of Wharf Phase 2 Electrical		\$18,210.00
			1200 - Capital Improvement Fund		
107702	11/08/2024			US BANK EQUIPMENT FINANCE	\$489.41
	Invoice	Date	Description		Amount
	541028536	10/25/2024	City Hall Copier Lease		\$174.40
	541326690	10/29/2024	City Hall Copier Lease		\$315.01
			2210 - ISF - Stores Fund		

City Checks Issued November 8, 2024

Item 6 A.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107703	11/08/2024			US BANK PARS Acct 6746022400	\$1,017.90
	Invoice	Date	Description		Amount
	PARS110124	11/01/2024	PARS contributions PPE 10/26/24		\$1,017.90
			1001 - Payroll Payables		
107704	11/08/2024			VISTA 500 CONSULTING, LLC	\$1,050.00
	Invoice	Date	Description		Amount
	RE103024	10/30/2024	Investigation Invoice - Police Department		\$1,050.00
107705	11/08/2024			WE ALL RIDE SANTA CRUZ	\$335.88
	Invoice	Date	Description		Amount
	4184266	10/25/2024	Battery		\$335.88
107706	11/08/2024			MGP XI REIT, LLC	\$1,310.00
	Invoice	Date	Description		Amount
	MGP102524	10/25/2024	#23-0041 PCR Refund		\$1,310.00
Type Check Totals:					\$94,784.55
<u>EFT</u>					
1819	11/04/2024			CalPERS Member Services Division	\$68,283.44
	Invoice	Date	Description		Amount
	1002768105-8	11/01/2024	PERS contributions PPE 10/26/24		\$68,283.44
			1000 - General Fund		\$0.06
			1001 - Payroll Payables		\$68,283.38
1820	11/04/2024			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$12,690.60
	Invoice	Date	Description		Amount
	0-061-693-072	11/01/2024	State taxes PPE 10/26/24		\$12,690.60
			1001 - Payroll Payables		
1821	11/04/2024			INTERNAL REVENUE SERVICE	\$41,282.64
	Invoice	Date	Description		Amount
	14931932	11/01/2024	Federal taxes & Medicare PPE 11/1/24 & final checks		\$41,282.64
			1001 - Payroll Payables		
1822	11/04/2024			STATE DISBURSEMENT UNIT	\$1,469.06
	Invoice	Date	Description		Amount
	50207164	11/01/2024	Employee garnishments PPE 10/26/24		\$1,469.06
			1001 - Payroll Payables		

City Checks Issued November 8, 2024

Item 6 A.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
1823	11/04/2024			VOYA FINANCIAL	\$10,226.78
	Invoice	Date	Description		Amount
	VOYA110124	11/01/2024	Employee 457 contributions PPE 10/26/24		\$10,226.78
			1001 - Payroll Payables		
1824	11/04/2024			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$6,413.00
	Invoice	Date	Description		Amount
	1-929-796-752	10/30/2024	Jul - Sep unemployment charges		\$6,413.00
			2213 - ISF - Self-Insurance Liability		
1825	11/05/2024			INTERNAL REVENUE SERVICE	\$225.69
	Invoice	Date	Description		Amount
	81813910	11/04/2024	Federal taxes & Medicare employee final checks		\$225.69
			1001 - Payroll Payables		
1826	11/06/2024			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$5.72
	Invoice	Date	Description		Amount
	1-206-508-688	11/01/2024	State tax employee final check		\$5.72
			1001 - Payroll Payables		
1827	11/06/2024			INTERNAL REVENUE SERVICE	\$154.26
	Invoice	Date	Description		Amount
	610774765	11/01/2024	Federal taxes & Medicare employee final checks		\$154.26
			1001 - Payroll Payables		
1828	11/06/2024			INTERNAL REVENUE SERVICE	\$0.28
	Invoice	Date	Description		Amount
	60224838	11/05/2024	Federal taxes & Medicare employee final check		\$0.28
			1001 - Payroll Payables		

Type EFT Totals: \$140,751.47

Checks	52	\$94,784.55
EFTs	10	\$140,751.47
All	62	\$235,536.02

Payroll Totals

Checks	14	\$4,080.50
EFTs	0	\$0.00
All	14	\$4,080.50

Grand Totals:

Checks	66	\$98,865.05
EFTs	10	\$140,751.47
All	76	\$239,616.52

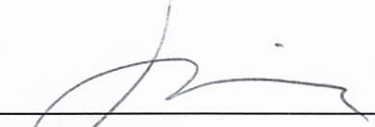
City main account checks dated November 15, 2024, numbered 107707 to 107775 totaling \$220,192.44, 1 EFTs totaling \$270.73, 11 payroll checks totaling \$3,298.48, and 101 payroll EFTs totaling \$205,363.69 for a grand total of \$429,125.34, have been reviewed and authorized for distribution by the City Manager.

As of November 15, 2024, the unaudited cash balance is \$1,775,003.44.


**CASH POSITION - CITY OF CAPITOLA
November 15, 2024**

	<u>11/15/2024</u>
General Fund ⁽¹⁾	\$ (4,438,805.15)
Payroll Payables	\$ 227,238.56
Contingency Reserve Fund	\$ 2,192,345.66
PERS Contingency Fund	\$ 1,154,274.68
Emergency Reserve Fund	\$ 1,381,505.54
Facilities Reserve Fund	\$ 182,714.09
Capital Improvement Fund	\$ 311,778.90
Stores Fund	\$ 54,777.81
Information Technology Fund	\$ 213,608.01
Equipment Replacement	\$ 167,426.08
Self-Insurance Liability Fund	\$ (122,381.09)
Workers' Comp. Ins. Fund	\$ 119,634.29
Compensated Absences Fund	\$ 330,886.06
TOTAL AVAILABLE GENERAL FUNDS	<u>\$ 1,775,003.44</u>

(1) November 15th balance includes \$4.11 million non-current investments



 Jamie Goldstein, City Manager 11/17/24
Date



 Jim Malberg, City Treasurer Date

City Checks Issued November 15, 2024

Item 6 A.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107707	11/13/2024			Becky Burgin	\$100.00
	Invoice	Date	Description		Amount
	2002803.002	12/12/2016	Recreation center rental deposit refund		\$100.00
107708	11/15/2024			AGILITY TRIBE LLC	\$330.00
	Invoice	Date	Description		Amount
	30Oct2024	10/30/2024	Afterschool Climbing activities		\$330.00
107709	11/15/2024			ALL TRAFFIC SOLUTIONS	\$1,500.00
	Invoice	Date	Description		Amount
	Q-86868	11/12/2024	Traffic suite cloud storage renewal		\$1,500.00
			2211 - ISF - Information Technology		
107710	11/15/2024			AMAZON CAPITAL SERVICES	\$283.01
	Invoice	Date	Description		Amount
	1V1H-4JH6-37NN	10/30/2024	File folders, desk organizers		\$41.85
	1RCJ-MN99-4D66	11/06/2024	Double A batteries, book planner		\$52.70
	1MCJ-VY93-JDQP	11/11/2024	Wireless mouse		\$28.32
	1VDP-P3PJ-FKYL	10/31/2024	Afterschool supplies		\$160.14
			1000 - General Fund		\$201.99
			2210 - ISF - Stores Fund		\$52.70
			2211 - ISF - Information Technology		\$28.32
107711	11/15/2024			AT&T	\$8.73
	Invoice	Date	Description		Amount
	ATT110124	11/01/2024	November long distance charges		\$8.73
			1000 - General Fund		\$4.30
			2211 - ISF - Information Technology		\$4.43
107712	11/15/2024			BLUSKY RESTORATION CONTRACTORS, LLC	\$3,940.16
	Invoice	Date	Description		Amount
	227159-46	11/11/2024	Community Center Roof Asbestos Abatement		\$3,940.16
			1200 - Capital Improvement Fund		
107713	11/15/2024			BRONZE WORKS, INC.	\$16,000.00
	Invoice	Date	Description		Amount
	BW111224	11/12/2024	CWEP Bronze Marine Life Plaques		\$16,000.00
			1200 - Capital Improvement Fund		
107714	11/15/2024			BURKE WILLIAMS AND SORENSEN LLP	\$13,323.88
	Invoice	Date	Description		Amount
	330577	10/25/2024	September labor and employment legal services		\$540.00
	330578	11/06/2024	September city attorney services		\$12,783.88

City Checks Issued November 15, 2024

Item 6 A.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107715	11/15/2024			CA DEPARTMENT OF JUSTICE	\$98.00
	Invoice	Date	Description		Amount
	774650	11/05/2024	October fingerprinting		\$98.00
107716	11/15/2024			CAPITOLA ARCADE LLC	\$480.00
	Invoice	Date	Description		Amount
	110	11/01/2024	Afterschool Arcade Cards		\$480.00
107717	11/15/2024			CAPITOLA SELF STORAGE	\$12,576.00
	Invoice	Date	Description		Amount
	CSS111324	11/13/2024	Annual Museum storage unit 2829		\$3,588.00
	CSS111324-2	11/13/2024	Annual Museum storage rental unit 2810		\$6,444.00
	CSS111324-3	11/13/2024	Annual Museum storage rental unit 1229		\$2,544.00
107718	11/15/2024			CLEAN BUILDING MAINTENANCE CO.	\$6,316.91
	Invoice	Date	Description		Amount
	35510	10/31/2024	October janitorial services		\$6,316.91
			1000 - General Fund		\$5,536.47
			1311 - Wharf		\$780.44
107719	11/15/2024			COAST LOCK & SAFE INC.	\$223.73
	Invoice	Date	Description		Amount
	031516	11/05/2024	Duplicate keys		\$223.73
107720	11/15/2024			CORODATA RECORDS MANAGEMENT, INC.	\$138.97
	Invoice	Date	Description		Amount
	RS3666602	10/31/2024	October records management		\$138.97
107721	11/15/2024			CORODATA SHREDDING INC.	\$59.71
	Invoice	Date	Description		Amount
	DN1493891	10/31/2024	October Records Shredding		\$59.71
107722	11/15/2024			CRYSTAL SPRINGS WATER CO.	\$510.00
	Invoice	Date	Description		Amount
	CSW103124	10/31/2024	October drinking water		\$510.00
107723	11/15/2024			CUMMING MANAGEMENT GROUP, INC.	\$2,050.00
	Invoice	Date	Description		Amount
	157011	10/31/2024	October Community Center Construction Management Service		\$2,050.00
			1200 - Capital Improvement Fund		

City Checks Issued November 15, 2024

Item 6 A.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107724	11/15/2024			CYRUS CHAD HUNTER	\$682.50
	Invoice	Date	Description		Amount
	CCH110524	11/05/2024	Plein Air Artist Sales		\$682.50
107725	11/15/2024			DOCTORS ON DUTY	\$70.00
	Invoice	Date	Description		Amount
	DOD110424	11/04/2024	New employee testing & exams		\$70.00
107726	11/15/2024			ENVIRONMENTAL INNOVATIONS INC.	\$4,087.34
	Invoice	Date	Description		Amount
	2781	11/08/2024	CalRecycle October outreach		\$4,087.34
107727	11/15/2024			FASTENAL COMPANY	\$779.92
	Invoice	Date	Description		Amount
	CAWAT136904	11/08/2024	Hard hats		\$779.92
107728	11/15/2024			FLYERS ENERGY LLC	\$6,580.93
	Invoice	Date	Description		Amount
	24-222022	11/06/2024	680 gallons gasoline		\$3,016.04
	24-222023	11/06/2024	108 gallons diesel		\$489.23
	24-224099	11/11/2024	Motor oil		\$1,783.78
	24-225503	11/13/2024	Motor oil		\$1,291.88
107729	11/15/2024			GBL INFRASTRUCTURE SOLUTIONS, INC.	\$78,135.50
	Invoice	Date	Description		Amount
	19892	10/09/2024	2700 Degree Kelvin Lights, Arms, and Poles 1200 - Capital Improvement Fund		\$78,135.50
107730	11/15/2024			GEORGE McMENAMIN	\$1,503.75
	Invoice	Date	Description		Amount
	GM110724	11/07/2024	Riparian restoration services FY2024-2025		\$1,503.75
107731	11/15/2024			GRAINGER	\$120.29
	Invoice	Date	Description		Amount
	9304357123	11/04/2024	Sand bag filling tool		\$120.29
107732	11/15/2024			HARBOR FREIGHT	\$362.03
	Invoice	Date	Description		Amount
	e236ec18	11/11/2024	Torque wrench, torch, fuel injection, brass handle, gloves		\$362.03
107733	11/15/2024			HD SUPPLY FORMERLY HOME DEPOT PRO	\$1,947.95
	Invoice	Date	Description		Amount
	833773419	11/01/2024	Cleaning supplies		\$1,875.01
	933926876	11/01/2024	Cleaning supplies		\$72.94

City Checks Issued November 15, 2024

Item 6 A.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107734	11/15/2024			Hi-Line Inc.	\$220.54
	Invoice	Date	Description		Amount
	11164240	10/22/2024	Sheet metal, cable ties		\$220.54
107735	11/15/2024			HOME DEPOT CREDIT SERVICES	\$71.41
	Invoice	Date	Description		Amount
	7517512	11/05/2024	Couplings, degreaser, painter, cloths		\$71.41
107736	11/15/2024			IAN BLACKHALL SCOTT	\$469.00
	Invoice	Date	Description		Amount
	IBS110524	11/05/2024	Plein Air Artist Sales		\$469.00
107737	11/15/2024			INTERNATIONAL BRONZE PLAQUE COMPANY	\$585.00
	Invoice	Date	Description		Amount
	77636	11/07/2024	Memorial Plaques		\$585.00
107738	11/15/2024			JANET RUSSELL KELLER	\$221.00
	Invoice	Date	Description		Amount
	JRK111224	11/12/2024	Instructor payment		\$221.00
107739	11/15/2024			KING'S PAINT AND PAPER INC.	\$125.50
	Invoice	Date	Description		Amount
	4KREF	11/12/2024	Paint		\$125.50
107740	11/15/2024			LABORMAX STAFFING	\$2,786.40
	Invoice	Date	Description		Amount
	26-415585	11/08/2024	Public works seasonal labor 11/4 - 11/8		\$2,786.40
107741	11/15/2024			LINDE GAS & EQUIPMENT INC.	\$406.83
	Invoice	Date	Description		Amount
	46276777	11/09/2024	Cut tip, nozzle air, gloves		\$406.83
107742	11/15/2024			MARIE MASSEY	\$766.50
	Invoice	Date	Description		Amount
	MM110524	11/05/2024	Plein Air Artist Sales		\$766.50
107743	11/15/2024			MARTHA J WALKER	\$696.50
	Invoice	Date	Description		Amount
	MJW110524	11/05/2024	Plein Air Artist Sales		\$696.50

City Checks Issued November 15, 2024

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107744	11/15/2024			MEISHA KRISTINE GRICHUHIN	\$1,190.00
	Invoice	Date	Description		Amount
	MKG110524	11/05/2024	Plein Air Artist Sales		\$1,190.00
107745	11/15/2024			MID COUNTY AUTO SUPPLY	\$476.37
	Invoice	Date	Description		Amount
	M-2774478	11/07/2024	Brake pad, seal, brake rotor		\$415.94
	M-2779402	11/12/2024	Wire, wiper blade		\$60.43
107746	11/15/2024			MISSION LINEN SUPPLY	\$231.26
	Invoice	Date	Description		Amount
	522542778	10/14/2024	Community Center mop and mat service		\$77.33
	522700030	11/06/2024	Fleet towels, uniform cleaning		\$41.83
	522700031	11/06/2024	Corp. Yard linen service		\$112.10
107747	11/15/2024			MOFFATT AND NICHOL	\$516.00
	Invoice	Date	Description		Amount
	00793700	11/08/2024	Wharf design services through 10/26/2024 1200 - Capital Improvement Fund		\$516.00
107748	11/15/2024			MV TRANSPORTATION INC.	\$5,580.00
	Invoice	Date	Description		Amount
	131331	10/03/2024	Beach shuttle September 2024		\$5,580.00
107749	11/15/2024			NUTAN FINE ARTS LLC	\$1,155.00
	Invoice	Date	Description		Amount
	NS110524	11/05/2024	Plein Air Artist Sales		\$1,155.00
107750	11/15/2024			O'REILLY AUTO PARTS	\$74.97
	Invoice	Date	Description		Amount
	2763-476104	11/06/2024	Oil additive, synth oil		\$74.97
107751	11/15/2024			PACIFIC GAS & ELECTRIC	\$16,845.23
	Invoice	Date	Description		Amount
	PGE111024-acct9	11/10/2024	November Monthly utilities		\$15,208.34
	PGE111024-acct5	11/10/2024	November Pacific Cove parking lot utilities		\$1,636.89
			1000 - General Fund		\$7,827.84
			1300 - SLESF - Supl Law Enfc		\$149.91
			1310 - Gas Tax		\$8,079.40
			1311 - Wharf		\$788.08

City Checks Issued November 15, 2024

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107752	11/15/2024			ROBIN DESHAYES	\$630.00
	Invoice	Date	Description		Amount
	RD110524	11/05/2024	Plein Air Artist Sales		\$630.00
107753	11/15/2024			SAN LORENZO LUMBER	\$835.92
	Invoice	Date	Description		Amount
	55-0925454	11/08/2024	Lumber, hinge bit, countersink, gate kit		\$227.18
	55-0926193	11/12/2024	Lumber		\$71.61
	56-0141460	11/12/2024	Ornamentals, succulents		\$537.13
107754	11/15/2024			SANTA CRUZ AUTO PARTS INC.	\$230.43
	Invoice	Date	Description		Amount
	14508-509127	11/05/2024	Sand paper, spray cups, solvent		\$230.43
107755	11/15/2024			SANTA CRUZ COUNTY AUDITOR-CONTROLLER	\$9,428.50
	Invoice	Date	Description		Amount
	SCCO103124	10/31/2024	October citation processing		\$9,428.50
107756	11/15/2024			SANTA CRUZ SENTINEL	\$1,510.40
	Invoice	Date	Description		Amount
	0001427631	10/31/2024	October legal notices		\$1,510.40
107757	11/15/2024			SECURITY CONTRACTOR SERVICES, INC	\$10.00
	Invoice	Date	Description		Amount
	AUG0005-FC	11/04/2024	Finance charge		\$10.00
107758	11/15/2024			SHANTA SHENOY	\$877.50
	Invoice	Date	Description		Amount
	SS110524	11/05/2024	Instructor payment		\$877.50

City Checks Issued November 15, 2024

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107759	11/15/2024			SOQUEL CREEK WATER DISTRICT	\$15,785.76
	Invoice	Date	Description		Amount
	42-14952-0110424	11/04/2024	42-14952 Cortez Park irrigation		\$905.25
	42-15297-0110424	11/04/2024	42-15297-00 426 Capitola Ave irrigation		\$287.52
	42-15969-0110424	11/04/2024	42-15969-00 Lawn Way irrigation		\$391.32
	42-16122-0110424	11/04/2024	42-16122-00 Esplanade fountain irrigation		\$129.51
	42-10504-0110424	11/04/2024	42-10504-00 Cliff Drive irrigation		\$126.43
	42-11090-0110424	11/04/2024	42-11090-01 Capitola Road irrigation		\$287.52
	42-11467-0110424	11/04/2024	42-11467-00 Jade Street park irrigation		\$6,219.33
	42-11517-0110424	11/04/2024	42-11517-00 41st Avenue irrigation		\$287.52
	42-14404-0110424	11/04/2024	42-14404-00 Monterey Ave. Nobel Gulch Park irrigation		\$570.57
	42-16130-0110424	11/04/2024	42-16130-00 Wharf Road irrigation		\$126.43
	42-16136-0110424	11/04/2024	42-16136-00 1400 Wharf Road irrigation		\$546.04
	42-16407-0110424	11/04/2024	42-16407-00 Bay Ave. irrigation		\$126.43
	42-14431-0110424	11/04/2024	42-14431-00 Monterey Ave irrigation		\$5,529.03
	42-17688-0110424	11/04/2024	42-17688-00 Lawn Way irrigation 2		\$126.43
	42-18238-0110424	11/04/2024	42-18238-00 Capitola Road irrigation		\$126.43
			1000 - General Fund		\$15,239.72
			1311 - Wharf		\$546.04
107760	11/15/2024			STAPLES ADVANTAGE	\$58.62
	Invoice	Date	Description		Amount
	6016095774	11/01/2024	Copier paper		\$58.62
			2210 - ISF - Stores Fund		
107761	11/15/2024			TIINA SEPPALAINEN	\$724.50
	Invoice	Date	Description		Amount
	TS111324	11/13/2024	Plein Air Artist Sales		\$724.50
107762	11/15/2024			TRANSPORTATION ALLIANCE BANK INC.	\$1,072.72
	Invoice	Date	Description		Amount
	686644	11/06/2024	GB set (4)		\$1,072.72
			1310 - Gas Tax		
107763	11/15/2024			US BANK EQUIPMENT FINANCE	\$179.55
	Invoice	Date	Description		Amount
	541627592	11/04/2024	Recreation copier lease		\$179.55
107764	11/15/2024			WESTERN EXTERMINATOR COMPANY	\$196.22
	Invoice	Date	Description		Amount
	70008713	11/08/2024	City Hall rodent control		\$98.11
	70008714	11/08/2024	Turnouts rodent control		\$98.11

City Checks Issued November 15, 2024

Item 6 A.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107765	11/15/2024			WILLDAN FINANCIAL SERVICES	\$1,180.00
	Invoice	Date	Description		Amount
	010-60377	11/13/2024	Comprehensive User Fee Study and Overhead Cost Allocation		\$1,180.00
107766	11/15/2024			CAROL TARZIER	\$192.50
	Invoice	Date	Description		Amount
	CT110524	11/05/2024	Plein Air Artist Sales		\$192.50
107767	11/15/2024			ED PENNIMAN	\$245.00
	Invoice	Date	Description		Amount
	EP110524	11/05/2024	Plein Air Artist Sales		\$245.00
107768	11/15/2024			GUADALUPE DE LOS SANTOS	\$525.00
	Invoice	Date	Description		Amount
	GS110524	11/05/2024	Plein Air Artist Sales		\$525.00
107769	11/15/2024			JOAN HELLENTHAL	\$210.00
	Invoice	Date	Description		Amount
	JH110524	11/05/2024	Plein Air Artist Sales		\$210.00
107770	11/15/2024			NATALIA ANDEWIEL	\$350.00
	Invoice	Date	Description		Amount
	NA110524	11/05/2024	Plein Air Artist Sales		\$350.00
107771	11/15/2024			RUTH BATES	\$245.00
	Invoice	Date	Description		Amount
	RB110524	11/05/2024	Plein Air Artist Sales		\$245.00
107772	11/15/2024			STACEY NUSSABAUM	\$395.50
	Invoice	Date	Description		Amount
	SN110524	11/05/2024	Plein Air Artist Sales		\$395.50
107773	11/15/2024			TAMARA KEIPER	\$315.00
	Invoice	Date	Description		Amount
	TK110524	11/05/2024	Plein Air Artist Sales		\$315.00
107774	11/15/2024			VICTORIA GALITZINE	\$227.50
	Invoice	Date	Description		Amount
	VG110524	11/05/2024	Plein Air Artist Sales		\$227.50

City Checks Issued November 15, 2024

Item 6 A.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107775	11/15/2024			WAVERLY LIU	\$140.00

Invoice	Date	Description	Amount
WL110524	11/05/2024	Plein Air Artist Sales	\$140.00

Type Check Totals: \$220,192.44

EFT

1829	11/12/2024		INTERNAL REVENUE SERVICE	\$270.73
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Invoice	Date	Description	Amount
02667850	11/11/2024	Federal taxes & Medicare employee final checks 1001 - Payroll Payables	\$270.73

Type EFT Totals: \$270.73

Checks	69	\$220,192.44
EFTs	1	\$270.73
All	70	\$220,463.17

Payroll Totals

Checks	11	\$3,298.48
EFTs	101	\$205,363.69
All	112	\$208,662.17

Grand Totals:

Checks	80	\$223,490.92
EFTs	102	\$205,634.42
All	182	\$429,125.34


City main account checks dated November 22, 2024, numbered 107776 to 107878 totaling \$168,160.19, 5 EFTs totaling \$132,924.34, and 1 payroll checks totaling \$31,442.75 for a grand total of \$332,527.28, have been reviewed and authorized for distribution by the City Manager.

As of November 22, 2024, the unaudited cash balance is \$1,069,126.51.


**CASH POSITION - CITY OF CAPITOLA
November 22, 2024**

	11/22/2024
General Fund ⁽¹⁾	\$ (6,172,213.86)
Payroll Payables	\$ 121,221.25
Contingency Reserve Fund	\$ 2,364,345.66
PERS Contingency Fund	\$ 1,154,274.68
Emergency Reserve Fund	\$ 1,631,505.54
Facilities Reserve Fund	\$ 282,714.09
Capital Improvement Fund	\$ 264,994.91
Stores Fund	\$ 54,139.58
Information Technology Fund	\$ 447,579.32
Equipment Replacement	\$ 367,426.08
Self-Insurance Liability Fund	\$ (122,381.09)
Workers' Comp. Ins. Fund	\$ 119,634.29
Compensated Absences Fund	\$ 555,886.06
TOTAL AVAILABLE GENERAL FUNDS	\$ 1,069,126.51

(1) November 22nd balance includes \$4.94 million non-current investments



 Jamie Goldstein, City Manager 11/25/24
Date



 Jim Malberg, City Treasurer 11/25/24
Date

City Checks Issued November 22, 2024

Item 6 A.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107776	11/22/2024			AJ'S FUEL MARKET OF CAPITOLA INC	\$372.00
	Invoice	Date	Description		Amount
	AJ10312024	10/31/2024	Carwash Closing Date 10/31/2024		\$372.00
107777	11/22/2024			ALLIED UNIVERSAL	\$1,639.31
	Invoice	Date	Description		Amount
	16267138	11/07/2024	November 2024 Jade Street Park Patrol		\$521.70
	16267148	11/07/2024	November 2024 McGregor Skate Park Patrol		\$539.08
	16267149	11/07/2024	November 2024 Esplanade Park Patrol		\$578.53
107778	11/22/2024			ALLSAFE LOCK COMPANY	\$5.45
	Invoice	Date	Description		Amount
	861724	11/08/2024	Keys		\$5.45
107779	11/22/2024			AMAZON CAPITAL SERVICES	\$1,870.78
	Invoice	Date	Description		Amount
	1JNC-9GDR-4YWY	11/18/2024	Batteries, stamping tool		\$93.82
	1CR3-7CMP-3WWY	11/14/2024	Office Table		\$435.99
	1DDT-6HPY-14K9	11/13/2024	Whiteboard and Office Chairs		\$248.02
	1GMT-XCW7-114G	11/14/2024	Dry Erase Board		\$134.06
	1NR3-N3HL-6F1K	11/19/2024	Dry Erase Desk Board		\$29.42
	1NVW-HJ9J-MHW9	11/08/2024	TV and TV Mount		\$185.28
	1TG3-JWWP-1L99	11/13/2024	Desktop Speakers		\$18.53
	1WC4-QLNQ-3Y3H	11/12/2024	Standing Desk, File Cabinet, Computer Mount and Pa		\$725.66
			1000 - General Fund		\$1,776.96
			2210 - ISF - Stores Fund		\$93.82
107780	11/22/2024			APTOS LANDSCAPE SUPPLY INC.	\$151.53
	Invoice	Date	Description		Amount
	645439	11/14/2024	Pathway bark, beach pebbles		\$151.53
107781	11/22/2024			AT&T/CALNET 3	\$277.82
	Invoice	Date	Description		Amount
	000022593636	11/13/2024	November telephone service		\$277.82
			1000 - General Fund		\$212.48
			2211 - ISF - Information Technology		\$65.34
107782	11/22/2024			AT&T/CALNET 3	\$1,758.19
	Invoice	Date	Description		Amount
	000022594304	11/13/2024	November T-1 access		\$1,758.19
107783	11/22/2024			AXON ENTERPRISE INC.	\$362.75
	Invoice	Date	Description		Amount
	INUS299271	11/19/2024	Taser 10 Holsters		\$362.75

City Checks Issued November 22, 2024

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107784	11/22/2024			B & B SMALL ENGINE REPAIR	\$380.49
	Invoice	Date	Description		Amount
	34639	11/19/2024	Chain loops, combination wrench, sharpening kit		\$380.49
107785	11/22/2024			BEAR ELECTRICAL SOLUTIONS, LLC	\$2,549.20
	Invoice	Date	Description		Amount
	24770	10/30/2024	October traffic signal maintenance services - respons		\$1,902.40
	24558	10/30/2024	October traffic signal maintenance services - routine		\$646.80
			1310 - Gas Tax		
107786	11/22/2024			BOONE LOW RATLIFF ARCHITECTS INC	\$4,742.50
	Invoice	Date	Description		Amount
	4160	11/07/2024	October Jade Street Park Restroom Remodel Service		\$2,497.50
	4156	11/06/2024	October Jade St Community Center renovation desigr		\$2,245.00
			1200 - Capital Improvement Fund		
107787	11/22/2024			BRINKS AWARDS & SIGNS	\$25.00
	Invoice	Date	Description		Amount
	89456	11/07/2024	Name Plate for 532		\$25.00
107788	11/22/2024			BURKE WILLIAMS AND SORENSEN LLP	\$23,367.40
	Invoice	Date	Description		Amount
	331713	11/14/2024	October Fee Issues legal services		\$97.50
	331714	11/14/2024	October Public Records Act Requests Legal Services		\$767.00
	331706	11/14/2024	October Code Enforcement Legal Services		\$307.00
	331712	11/14/2024	October Public Works Legal Services		\$265.50
	331715	11/14/2024	October 1098 38th Street Legal Services		\$555.50
	331705	11/14/2024	October City Attorney Services		\$15,578.00
	331710	11/14/2024	October Parks and Recreation Legal Services		\$59.00
	331704	11/14/2024	October Labor and Employment Legal Services		\$1,580.00
	331711	11/14/2024	October Police Legal Services		\$4,157.90
107789	11/22/2024			CA DEPARTMENT OF JUSTICE	\$49.00
	Invoice	Date	Description		Amount
	760472	09/06/2024	August fingerprinting		\$49.00
107790	11/22/2024			CA DEPT OF TAX AND FEE ADMINISTRATION	\$480.19
	Invoice	Date	Description		Amount
	L0028713226	11/14/2024	FY24-25 Annual Water Rights Fee		\$480.19
107791	11/22/2024			CALE AMERICA INC.	\$2,114.51
	Invoice	Date	Description		Amount
	182827	10/29/2024	October 2024 Active Meters		\$2,114.51

City Checks Issued November 22, 2024

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107792	11/22/2024			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,022.00
	Invoice	Date	Description		Amount
	POA111524	11/15/2024	POA & gym dues PPE 11/9/24		\$1,022.00
			1001 - Payroll Payables		
107793	11/22/2024			CARIN HANNA	\$250.00
	Invoice	Date	Description		Amount
	CH111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
107794	11/22/2024			CINTAS CORPORATION	\$7.79
	Invoice	Date	Description		Amount
	5239381702	11/12/2024	First Aid Replenishment		\$7.79
107795	11/22/2024			COMMUNITY ACTION BOARD	\$3,740.00
	Invoice	Date	Description		Amount
	CAB111224	11/12/2024	October Emergency Housing Assistance		\$3,740.00
			5552 - Cap Hsg Succ- Program Income		
107796	11/22/2024			CSW-STUBER-STROEH ENGINEERING GROUP INC	\$31,692.85
	Invoice	Date	Description		Amount
	2410135	10/31/2024	Cliff Drive Resiliency Project Services thru 10.6.24		\$30,124.86
	2410127	10/31/2024	Stockton Ave Bridge Debris Mitigation Services throug		\$1,567.99
			1200 - Capital Improvement Fund		
107797	11/22/2024			D & G SANITATION	\$2,019.53
	Invoice	Date	Description		Amount
	309601	10/31/2024	Skate park hand wash station, portable toilets		\$501.78
	309603	10/31/2024	Wharf portable toilets		\$658.00
	309602	10/31/2024	Lower parking lot portable toilet rental		\$859.75
			1000 - General Fund		\$1,361.53
			1311 - Wharf		\$658.00
107798	11/22/2024			DAVID SCOTT COBABE	\$1,144.00
	Invoice	Date	Description		Amount
	DC111924	11/19/2024	Instructor payment		\$1,144.00
107799	11/22/2024			EWING IRRIGATION	\$3.98
	Invoice	Date	Description		Amount
	23710871	10/09/2024	PVC plug		\$3.98

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107800	11/22/2024			FIRST ALARM	\$254.55
	Invoice	Date	Description		Amount
	852296	11/15/2024	Community Center quarterly intrusion system monitori		\$254.55
107801	11/22/2024			FLYERS ENERGY LLC	\$1,565.81
	Invoice	Date	Description		Amount
	24-227971	11/14/2024	364 gallons gasoline		\$1,565.81
107802	11/22/2024			GALLS LLC	\$66.23
	Invoice	Date	Description		Amount
	029513870	10/31/2024	Mens Long Sleeve Twill		\$66.23
107803	11/22/2024			GRAINGER	\$1,346.11
	Invoice	Date	Description		Amount
	9307155888	11/06/2024	Handrail section steel		\$1,346.11
107804	11/22/2024			GRANITE CONSTRUCTION COMPANY	\$1,088.09
	Invoice	Date	Description		Amount
	2842837	11/06/2024	EZ Street asphalt		\$1,088.09
107805	11/22/2024			HD SUPPLY FORMERLY HOME DEPOT PRO	\$1,188.74
	Invoice	Date	Description		Amount
	834768186	11/07/2024	Cleaning supplies		\$1,188.74
107806	11/22/2024			Hi-Line Inc.	\$338.27
	Invoice	Date	Description		Amount
	11169076	11/08/2024	Connectors, self strip, drill bits		\$338.27
107807	11/22/2024			HINDERLITER DELLAMAS AND ASSOCIATES	\$1,975.10
	Invoice	Date	Description		Amount
	SIN044588	11/19/2024	District Sales Tax auditing Services Q2 44053		\$1,975.10
107808	11/22/2024			HO KUK MU SUL CORPORATION	\$214.50
	Invoice	Date	Description		Amount
	HKMSC111924	11/19/2024	Instructor payment		\$214.50
107809	11/22/2024			HOME DEPOT CREDIT SERVICES	\$132.78
	Invoice	Date	Description		Amount
	1521507	11/11/2024	Drain opener		\$15.31
	6520097	11/06/2024	Tray liner white, roller tray, brushes, tarp		\$116.40
	6614054	11/06/2024	Screw eye		\$1.07

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107810	11/22/2024			HOUSING AUTHORITY OF SANTA CRUZ COUNTY	\$2,985.00
	Invoice	Date	Description		Amount
	25-04 CSD	11/07/2024	Security Deposit Assistance Program Administration		\$2,985.00
			5552 - Cap Hsg Succ- Program Income		
107811	11/22/2024			JOHN WESLEY HEWITT	\$1,940.00
	Invoice	Date	Description		Amount
	JWH112024	11/20/2024	Plein Air Artist Sales + Award		\$1,940.00
107812	11/22/2024			KBA Document Solutions LLC	\$963.35
	Invoice	Date	Description		Amount
	55Y1495769	11/19/2024	City Hall copier usage charges		\$963.35
			2211 - ISF - Information Technology		
107813	11/22/2024			KELLY BARRETO	\$80.00
	Invoice	Date	Description		Amount
	KB111924	11/19/2024	Facebook ads reimbursement		\$80.00
107814	11/22/2024			LABORMAX STAFFING	\$2,786.40
	Invoice	Date	Description		Amount
	26-416878	11/15/2024	Public works seasonal labor 11/11 - 11/15		\$2,786.40
107815	11/22/2024			LIEBERT CASSIDY WHITMORE	\$1,925.00
	Invoice	Date	Description		Amount
	270426	07/01/2024	Culture of Inclusion Training		\$1,925.00
107816	11/22/2024			LLOYD'S TIRE AND AUTO	\$1,021.82
	Invoice	Date	Description		Amount
	222211	11/13/2024	Tire install & services		\$1,021.82
107817	11/22/2024			LP POLICE	\$500.00
	Invoice	Date	Description		Amount
	1024LP31150	10/31/2024	Semi Annual Plan Fee		\$500.00
107818	11/22/2024			MARTHA MACAMBRIDGE	\$1,015.00
	Invoice	Date	Description		Amount
	2230	09/30/2024	Summer 2024 Newsletter		\$1,015.00

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107819	11/22/2024			MARY MCGLENN CAHALEN	\$1,500.00
	Invoice	Date	Description		Amount
	MB0011/11/24BIA	11/11/2024	Capitola Sip & Stroll Coordinator Services 1321 - BIA - Capitola Village-Wharf BIA		\$1,500.00
107820	11/22/2024			MASTER CLEANERS	\$1,076.06
	Invoice	Date	Description		Amount
	MC111124	11/11/2024	October 2024 Uniform Cleaning		\$1,076.06
107821	11/22/2024			MICHAEL G LEW	\$52.00
	Invoice	Date	Description		Amount
	ML111924	11/19/2024	Instructor payment		\$52.00
107822	11/22/2024			MID COUNTY AUTO SUPPLY	\$300.71
	Invoice	Date	Description		Amount
	M-2782737	11/14/2024	Oil filter, air filter		\$21.70
	M-2787101	11/19/2024	Battery		\$164.46
	M-2787323	11/19/2024	Battery credit		(\$19.62)
	M-2789004	11/20/2024	Wires, friction tape, adhesive, gloss		\$134.17
107823	11/22/2024			MISSION LINEN SUPPLY	\$184.10
	Invoice	Date	Description		Amount
	522746006	11/13/2024	Fleet towels, uniform cleaning		\$41.83
	522746007	11/13/2024	Corp. Yard linen service		\$142.27
107824	11/22/2024			MISSION PRINTERS	\$397.24
	Invoice	Date	Description		Amount
	66442	11/15/2024	Windowed envelopes 2210 - ISF - Stores Fund		\$397.24

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107825	11/22/2024			O'REILLY AUTO PARTS	\$55.59
	Invoice	Date	Description		Amount
	2763-474830	11/01/2024	Capsules, freight		\$55.59
107826	11/22/2024			OUTDOOR SUPPLY HARDWARE	\$357.35
	Invoice	Date	Description		Amount
	A33471	11/13/2024	Hammer, cutoff wheel, saw		\$75.87
	A30802	11/08/2024	Trig nozzle, garden ho		\$73.00
	A30371	11/07/2024	Paint		\$0.71
	A35818	11/18/2024	Camp, volt adjustable		\$126.42
	A30323	11/07/2024	Pliers, oil mod		\$81.35
107827	11/22/2024			PETROLEUM MARKETING EQUIPMENT INC.	\$5,639.10
	Invoice	Date	Description		Amount
	3242659	09/10/2024	Gas pumps		\$5,639.10
107828	11/22/2024			ROBERT M PATTERSON	\$50.00
	Invoice	Date	Description		Amount
	RP111224	11/12/2024	Administrative Reviews Billing Statement 11/12/2024		\$50.00
107829	11/22/2024			ROBIN H EVEREST	\$146.25
	Invoice	Date	Description		Amount
	RE111924	11/19/2024	Instructor payment		\$146.25
107830	11/22/2024			ROYAL WHOLESALE ELECTRIC	\$756.58
	Invoice	Date	Description		Amount
	7719-1045588	11/18/2024	Lamps		\$592.69
	7719-1045611	11/19/2024	Conduits, pvc, lamp		\$163.89
107831	11/22/2024			RRM DESIGN GROUP	\$589.00
	Invoice	Date	Description		Amount
	2757-01-1024	11/19/2024	October Capitola Housing Element Update		\$589.00
			1313 - General Plan Update and Maint		

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107832	11/22/2024			RSG, INC.	\$5,696.25
	Invoice	Date	Description		Amount
	12613	10/31/2024	LAFCO annexation study services		\$5,696.25
107833	11/22/2024			SAN LORENZO LUMBER	\$151.47
	Invoice	Date	Description		Amount
	55-0926497	11/13/2024	Switch box, grip box, wire		\$151.47
107834	11/22/2024			SANTA CRUZ MUNICIPAL UTILITIES	\$345.22
	Invoice	Date	Description		Amount
	SCMU110624	11/06/2024	October water service for medians		\$345.22
107835	11/22/2024			SECOND HARVEST FOOD BANK	\$19,969.26
	Invoice	Date	Description		Amount
	SHFB093024	11/12/2024	21-CDBG-NH-20010 Jul - Sep 1350 - CDBG Grants		\$19,969.26
107836	11/22/2024			SOQUEL CREEK WATER DISTRICT	\$2,456.07
	Invoice	Date	Description		Amount
	06-14476-0111224	11/12/2024	06-14476-00 430 Kennedy Drive water service		\$333.16
	08-15299-0111224	11/12/2024	08-15299-00 Monterey Ave. water		\$211.82
	08-15562-0111224	11/12/2024	08-15562-00 Cliff and Fairview water service		\$80.44
	09-15964-0111224	11/12/2024	09-15964-00 Monterey Ave. Esplanade water		\$1,830.65
107837	11/22/2024			STAPLES ADVANTAGE	\$261.26
	Invoice	Date	Description		Amount
	6016533973	11/07/2024	Planners		\$147.17
	6016611313	11/08/2024	Copy Paper and Electronics Duster		\$114.09
			1000 - General Fund		\$114.09
			2210 - ISF - Stores Fund		\$147.17
107838	11/22/2024			UPEC LIUNA LOCAL 792	\$1,010.00
	Invoice	Date	Description		Amount
	UPEC113024	11/11/2024	November UPEC dues 1001 - Payroll Payables		\$1,010.00

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107839	11/22/2024			US BANK EQUIPMENT FINANCE	\$204.93
	Invoice	Date	Description		Amount
	541830642	11/05/2024	PD copier lease		\$204.93
107840	11/22/2024			US BANK PARS Acct 6746022400	\$724.71
	Invoice	Date	Description		Amount
	PARS111524	11/15/2024	PARS contributions PPE 11/9/24		\$724.71
			1001 - Payroll Payables		
107841	11/22/2024			VERDE DESIGN INC	\$10,348.64
	Invoice	Date	Description		Amount
	6-2300301	11/14/2024	Jade St Park - universally accessible playground desi		\$10,348.64
			1200 - Capital Improvement Fund		
107842	11/22/2024			VERIZON WIRELESS	\$2,690.01
	Invoice	Date	Description		Amount
	9978416822	11/10/2024	November telephone charges		\$2,690.01
107843	11/22/2024			WEI-TING CHUANG	\$1,085.00
	Invoice	Date	Description		Amount
	WTC112024	11/20/2024	Plein Air Artist Sales		\$1,085.00
107844	11/22/2024			WILFORD JOHN MALLER	\$1,000.00
	Invoice	Date	Description		Amount
	WJM112024	11/20/2024	Plein Air Award		\$1,000.00
107845	11/22/2024			WILLIAM C. KENNANN	\$1,001.00
	Invoice	Date	Description		Amount
	BK111824	11/18/2024	Plein Air Artist Sales		\$1,001.00
107846	11/22/2024			37TH PARALLEL	\$250.00
	Invoice	Date	Description		Amount
	37P111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
107847	11/22/2024			3PS VINEYARDS	\$250.00
	Invoice	Date	Description		Amount
	3PS111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107848	11/22/2024			ALFARO	\$250.00
	Invoice	Date	Description		Amount
	A111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
107849	11/22/2024			ANATUM WINES	\$250.00
	Invoice	Date	Description		Amount
	AW111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
107850	11/22/2024			BARGETTO	\$250.00
	Invoice	Date	Description		Amount
	B111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
107851	11/22/2024			BELLA MONTAGNA	\$250.00
	Invoice	Date	Description		Amount
	BM111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
107852	11/22/2024			BOTTLE JACK	\$250.00
	Invoice	Date	Description		Amount
	BJ111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
107853	11/22/2024			BURRELL SCHOOL	\$250.00
	Invoice	Date	Description		Amount
	BS111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
107854	11/22/2024			CAPITOLA WINE BAR & MERCHANTS	\$146.62
	Invoice	Date	Description		Amount
	CWBM111824	11/18/2024	Outdoor Dining Late Fee Refund		\$146.62
107855	11/22/2024			CHAUCERS	\$250.00
	Invoice	Date	Description		Amount
	CH111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107856	11/22/2024			CHRISTINE PRICE	\$86.50
	Invoice	Date	Description		Amount
	CP111924	11/19/2024	Mixed Media class refund		\$86.50
107857	11/22/2024			CLO LA CHANCE	\$250.00
	Invoice	Date	Description		Amount
	CLC111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
107858	11/22/2024			DEVON SALTER	\$250.00
	Invoice	Date	Description		Amount
	DS111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
107859	11/22/2024			ENGLISH ALE	\$250.00
	Invoice	Date	Description		Amount
	EA111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
107860	11/22/2024			INTEGRITY WINES	\$250.00
	Invoice	Date	Description		Amount
	IW111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
107861	11/22/2024			JAMIE DAY	\$30.00
	Invoice	Date	Description		Amount
	JD111924	11/19/2024	Little Guards Refund		\$30.00
107862	11/22/2024			KINGS MOUNTAIN WINERY	\$250.00
	Invoice	Date	Description		Amount
	KMW111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
107863	11/22/2024			KISSED BY THE ANGEL	\$250.00
	Invoice	Date	Description		Amount
	KBTA111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107864	11/22/2024			LAGO LOMITA VINEYARDS	\$250.00
	Invoice	Date	Description		Amount
	LLV111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
107865	11/22/2024			LEFT BEND	\$500.00
	Invoice	Date	Description		Amount
	LB111424	11/14/2024	Sip & Stroll Stipend		\$500.00
			1321 - BIA - Capitola Village-Wharf BIA		
107866	11/22/2024			LLAMA WINES	\$500.00
	Invoice	Date	Description		Amount
	LW111424	11/14/2024	Sip & Stroll Stipend		\$500.00
			1321 - BIA - Capitola Village-Wharf BIA		
107867	11/22/2024			MAYO CELLARS	\$250.00
	Invoice	Date	Description		Amount
	MC111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
107868	11/22/2024			MJA VINEYARDS	\$250.00
	Invoice	Date	Description		Amount
	MV111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
107869	11/22/2024			NATALIE LEARY	\$686.25
	Invoice	Date	Description		Amount
	NL112024	11/20/2024	Tow Fee Reimbursement		\$686.25
107870	11/22/2024			PELICAN RANCH	\$250.00
	Invoice	Date	Description		Amount
	PR111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		

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Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107871	11/22/2024			ROUDON SMITH	\$250.00
	Invoice	Date	Description		Amount
	RS111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
107872	11/22/2024			SANTA CRUZ CIDER	\$250.00
	Invoice	Date	Description		Amount
	SCC111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
107873	11/22/2024			SER VINEYARDS	\$250.00
	Invoice	Date	Description		Amount
	SV111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
107874	11/22/2024			SILVER MT.	\$250.00
	Invoice	Date	Description		Amount
	SM111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
107875	11/22/2024			STOCKWELL CELLARS	\$250.00
	Invoice	Date	Description		Amount
	SC111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
107876	11/22/2024			TWELVE STONE VINEYARDS	\$250.00
	Invoice	Date	Description		Amount
	TSV111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
107877	11/22/2024			WARGIN WINES	\$250.00
	Invoice	Date	Description		Amount
	WW111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
107878	11/22/2024			WRIGHT STATION VINEYARDS & WINERY	\$250.00
	Invoice	Date	Description		Amount
	WSVW111424	11/14/2024	Sip & Stroll Stipend		\$250.00
			1321 - BIA - Capitola Village-Wharf BIA		
Type Check Totals:					\$168,160.19

City Checks Issued November 22, 2024

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
EFT					
1830	11/18/2024			CalPERS Member Services Division	\$68,142.68
	Invoice	Date	Description		Amount
	1002778086-9	11/15/2024	PERS contributions PPE 11/9/24		\$68,142.68
			1000 - General Fund		\$0.04
			1001 - Payroll Payables		\$68,142.64
1831	11/18/2024			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$12,500.90
	Invoice	Date	Description		Amount
	0-673-905-808	11/15/2024	State tax PPE 11/9/24		\$12,500.90
			1001 - Payroll Payables		
1832	11/18/2024			INTERNAL REVENUE SERVICE	\$40,468.80
	Invoice	Date	Description		Amount
	2919190	11/15/2024	Federal taxes & Medicare PPE 11/9/24		\$40,468.80
			1001 - Payroll Payables		
1833	11/18/2024			STATE DISBURSEMENT UNIT	\$1,469.06
	Invoice	Date	Description		Amount
	50367322	11/15/2024	Employee garnishments PPE 11/9/24		\$1,469.06
			1001 - Payroll Payables		
1834	11/18/2024			VOYA FINANCIAL	\$10,342.90
	Invoice	Date	Description		Amount
	VOYA111524	11/15/2024	Employee 457 contributions PPE 11/15/24		\$10,342.90
			1001 - Payroll Payables		
Type EFT Totals:					\$132,924.34
Checks					
				103	\$168,160.19
EFTs					
				5	\$132,924.34
All					
				108	\$301,084.53
Payroll Totals					
Checks					
				1	\$31,442.75
EFTs					
				0	\$0.00
All					
				1	\$31,442.75
Grand Totals:					
Checks					
				104	\$199,602.94
EFTs					
				5	\$132,924.34
All					
				109	\$332,527.28

Capitola City Council

Agenda Report

Meeting: December 12, 2024

From: City Manager's Department

Subject: Interest Rate for Tenant's Security Deposits



Recommended Action: Adopt a resolution setting the interest rate for tenant's security deposits for 2025 at zero percent (0%).

Background: The City Council adopted Ordinance No. 804 on February 12, 1998, adding Chapter 5.48 to the Municipal Code requiring interest on security deposits for residential rental properties. Resolution No. 2948 set the interest rate for 1998 at 2%, which became effective March 14, 1998.

It was the City Council's practice to set its interest rate for tenant security deposits consistent with the amount set by the Board of Supervisors of Santa Cruz County. However, starting in 2011 after the County set the rate at an extremely low level, the City Council determined the administrative burden of computing interest rates of around 0.01% were not worth the minor benefit to renters. For example, 0.01% interest on a \$3,000 security deposit would total 30 cents a year. Therefore, the City's interest rate has been set at 0% since January 2011. A history of interest rates since adoption of the implementing Ordinance is included with this report as Attachment 1.

Discussion: Pursuant to Municipal Code Section 5.48.025, "*On or before December 31 of each year, the City Council shall set the minimum interest rate (for tenant security deposits) for the next calendar year,*" the City Council reviews the interest rate and adopts a resolution setting the rate for the next year.

The City's Finance Director has completed a survey of annual simple interest rates on passbook savings accounts among the largest banks finding that the average interest rate is 0.01%. In accordance with this action, the Capitola Municipal Code, and past practice, staff recommends adoption of an interest rate of 0%.

Upon adoption of the proposed resolution, staff will publish a notice (Attachment 3) in the Santa Cruz Sentinel and share information regarding the interest rate on our City website and social media pages.

Fiscal Impact: There is no fiscal impact to the City related to this item.

Attachments:

1. Historical Interest Rates
2. Proposed Resolution
3. Notice

Report Prepared By: Julia Gautho, City Clerk

Reviewed By: Jim Malberg, Finance Director

Approved By: Jamie Goldstein, City Manager



420 Capitola Avenue
Capitola, California 95010
Telephone: (831) 475-7300
FAX: (831) 479-8879
Website: www.ci.capitola.ca.us

HISTORY INFORMATION REGARDING

TENANT'S INTEREST ON SECURITY DEPOSITS FOR RESIDENTIAL RENTAL PROPERTIES

ORDINANCES ADOPTED

Ordinance No. 804 was adopted on February 12, 1998, and added Chapter 5.48 to the Municipal Code, requiring interest on security deposits for residential rental properties effective March 14, 1998.

Ordinance No. 813 was adopted on December 19, 1999, amending Section 5.48.040 of the Municipal Code regarding Payment of Tenant's Interest effective January 18, 2000.

RESOLUTION NO.	PERCENT	EFFECTIVE DATE
Resolution No. 2948	2%	March 14, 1998
Resolution No. 3007	2%	January 1, 1999
Resolution No. 3067	2%	January 1, 2000
Resolution No. 3107	2%	January 1, 2001
Resolution No. 3180	1%	January 1, 2002
Resolution No. 3258	0.58%	January 1, 2003
Resolution No. 3322	0.32%	January 1, 2004
Resolution No. 3416	0.32%	January 1, 2005
Resolution No. 3510	0.43%	January 1, 2006
Resolution No. 3594	0.34%	January 1, 2007
Resolution No. 3671	0.31%	January 1, 2008
Resolution No. 3731	0.23%	January 1, 2009
Resolution No. 3791	0.10%	January 1, 2010
Resolution No. 3849	0%	January 1, 2011
Resolution No. 3898	0%	January 1, 2012
Resolution No. 3945	0%	January 1, 2013
Resolution No. 3973	0%	January 1, 2014
Resolution No. 4009	0%	January 1, 2015
Resolution No. 4040	0%	January 1, 2016
Resolution No. 4070	0%	January 1, 2017
Resolution No. 4094	0%	January 1, 2018
Resolution No. 4133	0%	January 1, 2019
Resolution No. 4165	0%	January 1, 2020
Resolution No. 4206	0%	January 1, 2021
Resolution No. 4241	0%	January 1, 2022
Resolution No. 4298	0%	January 1, 2023
Resolution No. 4353	0%	January 1, 2024

Proposed Resolution	0%	January 1, 2025
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Item 6 B.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
SETTING INTEREST RATE FOR TENANT SECURITY DEPOSITS FOR 2025 AT
ZERO PERCENT (0%) IN THE CITY OF CAPITOLA**

WHEREAS, Municipal Code Section 5.48.025 directs the City Council to set the minimum annual interest rate for tenant security deposits; and

WHEREAS, the current rate of interest for residential rental security deposits is zero percent (0.00%); and

WHEREAS, the City of Capitola Finance Director conducted a survey of passbook saving account interest rates offered by various banks; and

WHEREAS, the average annual interest rate for passbook savings accounts is 0.01%; and

WHEREAS, it has been the practice of the Capitola City Council to set its interest rate for tenant security deposits consistent with other jurisdictions within the County of Santa Cruz; and

NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND by the City Council of the City of Capitola, State of California, that the rate of simple interest payable annually on residential rental security deposits by landlords shall be Zero percent (0%) effective January 1, 2025.

I HEREBY CERTIFY that the above and foregoing Resolution was passed and adopted by the City Council of the City of Capitola, California, at its regular meeting held on the 12th day of December, 2024, by the following vote:

- AYES:**
- NOES:**
- ABSENT:**
- ABSTAIN:**

Mayor

ATTEST:

Julia Gautho, City Clerk



CITY OF CAPITOLA
420 Capitola Avenue
Capitola, CA 95010
(831) 475-7300
FAX (831) 464-8659

**NOTICE OF CAPITOLA CITY COUNCIL
RESOLUTION SETTING INTEREST RATE FOR TENANT SECURITY
DEPOSITS IN 2025**

NOTICE IS HEREBY GIVEN that on December 12, 2024, the Capitola City Council adopted a resolution setting a 0% interest rate for tenant security deposits in 2025. A copy of the agenda report and resolution can be found on the City’s website: <https://www.cityofcapitola.org/>

. The City of Capitola Finance Director has determined that the average annual interest rate for passbook savings accounts offered by various banks is 0.01%. In concurrence with the Capitola Municipal Code and past practice, the City Council adopted an interest rate of 0% for 2025.

Should you have any questions regarding this information, please contact staff at 831-475-7300, extension 228, or via email at jgautho@ci.capitola.ca.us.

Dated: December 13, 2024

Julia Gautho
City Clerk

Capitola City Council

Agenda Report



Meeting: December 12, 2024

From: City Manager Department

Subject: Implementation of Transactions and Use Tax

Recommended Action: 1) Adopt a resolution authorizing the execution of a preparatory agreement and administration agreement with the California Department of Tax and Fee Administration (CDTFA) relating to the passage of Measure Y; 2) adopt a resolution authorizing the examination of sales or transactions and use tax records; and 3) authorize staff to prepare and submit all required documentation to the CDTFA to implement the changes resulting from the recently approved tax measure.

Background: With the passage of Measure Y in the November 2024 General Election, staff must submit required paperwork to the California Department of Tax and Fee Administration in order to implement the half-cent sales tax.

Discussion: In order to implement the changes resulting from the recently approved Measure Y, staff must submit the following to the CDTFA by December 27th:

1. Preparatory Agreement
2. Administrative Agreement
3. Resolution Authorizing Execution of Agreements
4. Transactions and Use Tax Ordinance
5. Certification of Final Election Results
6. Contact Form for Warrants
7. Resolution for Examination of Confidential Records
8. Consultant Agreement
9. Designation Letter
10. Contact Form for Notifications/Appeals
11. Authorization Agreement
12. Media and Registration Request Form

Fiscal Impact: None

Attachments:

1. Resolution Authorizing the Execution of Agreements
2. Preparatory Agreement
3. Administrative Agreement
4. Resolution Authorizing Examination of Confidential Records

Report Prepared By: Julia Gautho, City Clerk

Reviewed By: Jim Malberg, Finance Director; Samantha Zutler; City Attorney

Approved By: Jamie Goldstein, City Manager

RESOLUTION NO. XXXX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
AUTHORIZING THE CITY MANAGER TO EXECUTE
AGREEMENTS WITH THE CALIFORNIA DEPARTMENT OF TAX AND
FEE ADMINISTRATION FOR IMPLEMENTATION OF A LOCAL
TRANSACTIONS AND USE TAX**

WHEREAS, on December 12, 2024, the City Council approved Ordinance No. 1067 amending the City Municipal Code and providing for a local transactions and use tax; and

WHEREAS, the California Department of Tax and Fee Administration (Department) administers and collects the transactions and use taxes for all applicable jurisdictions within the state; and

WHEREAS, the Department will be responsible to administer and collect the transactions and use tax for the City; and

WHEREAS, the Department requires that the City enter into a “Preparatory Agreement” and an “Administration Agreement” prior to implementation of said taxes, and

WHEREAS, the Department requires that the City Council authorize the agreements;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the City Council of the City of Capitola that the “Preparatory Agreement” attached as Exhibit A and the “Administrative Agreement” attached as Exhibit B are hereby approved and the City Manager is hereby authorized to execute each agreement.

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Capitola on the 12TH day of December, 2024, by the following vote:

- AYES:**
- NOES:**
- ABSENT:**
- ABSTAIN:**

Mayor

ATTEST:

Julia Gautho, City Clerk

**AGREEMENT FOR PREPARATION TO ADMINISTER AND OPERATE
CITY'S TRANSACTIONS AND USE TAX ORDINANCE**

In order to prepare to administer a transactions and use tax ordinance adopted in accordance with the provision of Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code, the City of Capitola, hereinafter called *City*, and the CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION, hereinafter called *Department*, do agree as follows:

1. The Department agrees to enter into work to prepare to administer and operate a transactions and use tax in conformity with Part 1.6 of Division 2 of the Revenue and Taxation Code which has been approved by a majority of the electors of the City and whose ordinance has been adopted by the City.

2. City agrees to pay to the Department at the times and in the amounts hereinafter specified all of the Department's costs for preparatory work necessary to administer the City's transactions and use tax ordinance. The Department's costs for preparatory work include costs of developing procedures, programming for data processing, developing and adopting appropriate regulations, designing and printing forms, developing instructions for the Department's staff and for taxpayers, and other appropriate and necessary preparatory costs to administer a transactions and use tax ordinance. These costs shall include both direct and indirect costs as specified in Section 11256 of the Government Code.

3. Preparatory costs may be accounted for in a manner which conforms to the internal accounting and personnel records currently maintained by the Department. The billings for costs may be presented in summary form. Detailed records of preparatory costs will be retained for audit and verification by the City.

4. Any dispute as to the amount of preparatory costs incurred by the Department shall be referred to the State Director of Finance for resolution, and the Director's decision shall be final.

5. Preparatory costs incurred by the Department shall be billed by the Department periodically, with the final billing within a reasonable time after the operative date of the ordinance. City shall pay to the Department the amount of such costs on or before the last day of the next succeeding month following the month when the billing is received.

6. The amount to be paid by City for the Department's preparatory costs shall not exceed one hundred seventy-five thousand dollars (\$175,000) (Revenue and Taxation Code Section 7272.)

7. Communications and notices may be sent by first class United States mail or through email at jsservices@cdtfa.ca.gov. If and when communications and notices may include confidential information, communications and notices must be sent through encrypted email at jsservices@cdtfa.ca.gov or by mail. Communications and notices to be sent to the Department shall be addressed to:

California Department of Tax and Fee Administration
P.O. Box 942879 MIC: 27
Sacramento, California 94279-0027

Attention: Administrator
Local Revenue Branch

Communications and notices to be sent to City shall be addressed to:

City of Capitola
Attn: Finance Director
420 Capitola Avenue
Capitola, CA 95010
Email: finance@ci.capitola.ca.us

8. The date of this agreement is the date on which it is approved by the Department of General Services. This agreement shall continue in effect until the preparatory work necessary to administer City's transactions and use tax ordinance has been completed and the Department has received all payments due from City under the terms of this agreement.

CITY OF CAPITOLA

CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION

By _____
(Signature)

By _____
Administrator
Local Revenue Branch

Jamie Goldstein
(Typed Name)

Date: _____

City Manager
(Title)

Date: December 12, 2024

**AGREEMENT FOR STATE ADMINISTRATION
OF CITY TRANSACTIONS AND USE TAXES**

The City Council of the City of Capitola has adopted, and the voters of the City of Capitola (hereafter called “City” or “District”) have approved by the required majority vote, the City of Capitola Transactions and Use Tax Ordinance (hereafter called “Ordinance”), a copy of which is attached hereto. To carry out the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code and the Ordinance, the California State Department of Tax and Fee Administration, (hereinafter called the “Department”) and the City do agree as follows:

**ARTICLE I
DEFINITIONS**

Unless the context requires otherwise, wherever the following terms appear in the Agreement, they shall be interpreted to mean the following:

1. "District taxes" shall mean the transactions and use taxes, penalties, and interest imposed under an ordinance specifically authorized by Revenue and Taxation code Section 7251, and in compliance with Part 1.6, Division 2 of the Revenue and Taxation Code.

2. "City Ordinance" shall mean the City's Transactions and Use Tax Ordinance referred to above and attached hereto, Ordinance No. 1067, as amended from time to time, or as deemed to be amended from time to time pursuant to Revenue and Taxation Code Section 7262.2.

**ARTICLE II
ADMINISTRATION AND COLLECTION
OF CITY TAXES**

A. Administration. The Department and City agree that the Department shall perform exclusively all functions incident to the administration and operation of the City Ordinance.

B. Other Applicable Laws. City agrees that all provisions of law applicable to the administration and operation of the Department Sales and Use Tax Law which are not inconsistent with Part 1.6 of Division 2 of the Revenue and Taxation Code shall be applicable to the administration and operation of the City Ordinance. City agrees that money collected pursuant to the City Ordinance may be deposited into the State Treasury to the credit of the Retail Sales Tax Fund and may be drawn from that Fund for any authorized purpose, including making refunds, compensating and reimbursing the Department pursuant to Article IV of this Agreement, and transmitting to City the amount to which City is entitled.

C. Transmittal of money.

1. For the period during which the tax is in effect, and except as otherwise provided herein, all district taxes collected under the provisions of the City Ordinance shall be transmitted to City periodically as promptly as feasible, but not less often than twice in each calendar quarter.

2. For periods subsequent to the expiration date of the tax whether by City’s self-imposed limits or by final judgment of any court of the State of California holding that City’s ordinance is invalid or void, all district taxes collected under the provisions of the City Ordinance shall be transmitted to City not less than once in each calendar quarter.

3. Transmittals may be made by mail or electronic funds transfer to an account of the City designated and authorized by the City. A statement shall be furnished at least quarterly indicating the amounts withheld pursuant to Article IV of this Agreement.

D. Rules. The Department shall prescribe and adopt such rules and regulations as in its judgment are necessary or desirable for the administration and operation of the City Ordinance and the distribution of the district taxes collected thereunder.

E. Preference. Unless the payor instructs otherwise, and except as otherwise provided in this Agreement, the Department shall give no preference in applying money received for state sales and use taxes, state-administered local sales and use taxes, and district transactions and use taxes owed by a taxpayer, but shall apply moneys collected to the satisfaction of the claims of the State, cities, counties, cities and counties, redevelopment agencies, other districts, and City as their interests appear.

F. Security. The Department agrees that any security which it hereafter requires to be furnished by taxpayers under the State Sales and Use Tax Law will be upon such terms that it also will be available for the payment of the claims of City for district taxes owing to it as its interest appears. The Department shall not be required to change the terms of any security now held by it, and City shall not participate in any security now held by the Department.

G. Records of the Department.

When requested by resolution of the legislative body of the City under section 7056 of the Revenue and Taxation Code, the Department agrees to permit authorized personnel of the City to examine the records of the Department, including the name, address, and account number of each seller holding a seller’s permit with a registered business location in the City, pertaining to the ascertainment of transactions and use taxes collected for the City. Information obtained by the City from examination of the Department’s records shall be used by the City only for purposes related to the collection of transactions and use taxes by the Department pursuant to this Agreement.

H. Annexation. City agrees that the Department shall not be required to give effect to an annexation, for the purpose of collecting, allocating, and distributing District transactions and use taxes, earlier than the first day of the calendar quarter which commences not less than two months after notice to the Department. The notice shall include the name of the county or counties annexed to the extended City boundary. In the event the City shall annex an area, the boundaries of which are not coterminous with a county or counties, the notice shall include a description of the area annexed and two maps of the City showing the area annexed and the location address of the property nearest to the extended City boundary on each side of every street or road crossing the boundary.

ARTICLE III

ALLOCATION OF TAX

A. Allocation. In the administration of the Department's contracts with all districts that impose transactions and use taxes imposed under ordinances, which comply with Part 1.6 of Division 2 of the Revenue and Taxation Code:

1. Any payment not identified as being in payment of liability owing to a designated district or districts may be apportioned among the districts as their interest appear, or, in the discretion of the Department, to all districts with which the Department has contracted using ratios reflected by the distribution of district taxes collected from all taxpayers.

2. All district taxes collected as a result of determinations or billings made by the Department, and all amounts refunded or credited may be distributed or charged to the respective districts in the same ratio as the taxpayer's self-declared district taxes for the period for which the determination, billing, refund or credit applies.

B. Vehicles, Vessels, and Aircraft. For the purpose of allocating use tax with respect to vehicles, vessels, or aircraft, the address of the registered owner appearing on the application for registration or on the certificate of ownership may be used by the Department in determining the place of use.

ARTICLE IV
COMPENSATION

The City agrees to pay to the Department as the State's cost of administering the City Ordinance such amount as is provided for by law. Such amounts shall be deducted from the taxes collected by the Department for the City.

ARTICLE V
MISCELLANEOUS PROVISIONS

A. Communications. Communications and notices may be sent by first class United States mail to the addresses listed below, or to such other addresses as the parties may from time to time designate or through email at jservices@cdtfa.ca.gov. If and when communications and notices may include confidential information, communications and notices must be sent through encrypted email at jservices@cdtfa.ca.gov or by mail.

Communications and notices to be sent to the Department shall be addressed to:

California State Department of Tax and Fee Administration
P.O. Box 942879
Sacramento, California 94279-0027

Attention: Administrator
Local Revenue Branch

Communications and notices to be sent to the City shall be addressed to:

City of Capitola
Attn: Finance Director
420 Capitola Avenue
Capitola, CA 95010

Unless otherwise directed, transmittals of payment of District transactions and use taxes will be sent to the address above.

B. Term. The date of this Agreement is the date on which it is approved by the Department of General Services. The Agreement shall take effect on January 1, 2025. This Agreement shall continue until December 31 next following the expiration date of the City Ordinance and shall thereafter be renewed automatically from year to year until the Department completes all work necessary to the administration of the City Ordinance and has received and disbursed all payments due under that Ordinance.

C. Notice of Repeal of Ordinance. City shall give the Department written notice of the repeal of the City Ordinance not less than 110 days prior to the operative date of the repeal.

ARTICLE VI
ADMINISTRATION OF TAXES IF THE
ORDINANCE IS CHALLENGED AS BEING INVALID

A. Impoundment of funds.

1. When a legal action is begun challenging the validity of the imposition of the tax, the City shall deposit in an interest-bearing escrow account, any proceeds transmitted to it under Article II. C., until a court of competent jurisdiction renders a final and non-appealable judgment that the tax is valid.

2. If the tax is determined to be unconstitutional or otherwise invalid, the City shall transmit to the Department the moneys retained in escrow, including any accumulated interest, within ten days of the judgment of the trial court in the litigation awarding costs and fees becoming final and non-appealable.

B. Costs of administration. Should a final judgment be entered in any court of the State of California, holding that City's Ordinance is invalid or void, and requiring a rebate or refund to taxpayers of any taxes collected under the terms of this Agreement, the parties mutually agree that:

1. Department may retain all payments made by City to Department to prepare to administer the City Ordinance.

2. City will pay to Department and allow Department to retain Department's cost of administering the City Ordinance in the amounts set forth in Article IV of this Agreement.

3. City will pay to Department or to the State of California the amount of any taxes plus interest and penalties, if any, that Department or the State of California may be required to rebate or refund to taxpayers.

4. City will pay to Department its costs for rebating or refunding such taxes, interest, or penalties. Department's costs shall include its additional cost for developing procedures for processing the rebates or refunds, its costs of actually making these refunds, designing and printing forms, and developing instructions for Department's staff for use in making these rebates or refunds and any other costs incurred by Department which are reasonably appropriate or necessary to make those rebates or refunds. These costs shall include Department's direct and indirect costs as specified by Section 11256 of the Government Code.

5. Costs may be accounted for in a manner, which conforms to the internal accounting, and personnel records currently maintained by the Department. The billings for such costs may be presented in summary form. Detailed records will be retained for audit and verification by City.

6. Any dispute as to the amount of costs incurred by Department in refunding taxes shall be referred to the State Director of Finance for resolution and the Director's decision shall be final.

7. Costs incurred by Department in connection with such refunds shall be billed by Department on or before the 25th day of the second month following the month in which the judgment of a court of the State of California holding City's Ordinance invalid or void becomes final. Thereafter Department shall bill City on or before the 25th of each month for all costs incurred by Department for the preceding calendar month. City shall pay to Department the amount of such costs on or before the last day of the succeeding month and shall pay to Department the total amount of taxes, interest, and penalties refunded or paid to taxpayers, together with Department costs incurred in making those refunds.

CITY OF CAPITOLA

CALIFORNIA STATE DEPARTMENT OF TAX AND FEE ADMINISTRATION

By _____
(Signature)

By _____
Administrator
Local Revenue Branch

Jamie Goldstein _____
(Typed Name)

Date: _____

City Manager _____
(Title)

December 12, 2024
(Date)

RESOLUTION NO. XXXX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
AUTHORIZING EXAMINATION OF SALES OR TRANSACTIONS AND
USE TAX RECORDS**

WHEREAS, pursuant to Ordinance Number 1067, the City of Capitola (City) entered into a contract with the California Department of Tax and Fee Administration (Department) to perform all functions incident to the administration and collection of sales and use taxes; and

WHEREAS, pursuant to Ordinance Number 1067, Revenue and Taxation Code section 7270, the City entered into a contract with the California Department of Tax and Fee Administration (Department) to perform all functions incident to the administration and collection of transactions and use taxes; and

WHEREAS, the City Council of the City of Capitola deems it desirable and necessary for authorized officers, employees and representatives of the City to examine confidential sales or transactions and use tax records of the Department pertaining to transactions and use taxes collected by the Department for the City pursuant to that contract; and

WHEREAS, Section 7056 of the California Revenue and Taxation Code sets forth certain requirements and conditions for the disclosure of Department records, and Section 7056.5 of the California Revenue and Taxation Code establishes criminal penalties for the unlawful disclosure of information contained in, or derived from, the sales or transactions and use tax records of the Department; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CAPITOLA HEREBY RESOLVES AS FOLLOWS:

Section 1. That the City Manager and Finance Director, or other officer or employee of the City designated in writing by the City Manager to the California Department of Tax and Fee Administration is hereby appointed to represent the City with authority to examine sales or transactions and use tax records of the Department pertaining to transactions and use taxes collected for the City by the Department pursuant to the contract between the City and the Department.

Section 2. The information obtained by examination of Department records shall be used only for purposes related to the collection of City transactions and use taxes by the Department pursuant to that contract.

Section 3. That Hinderliter, de Llamas and Associates is hereby designated to examine the sales or transactions and use tax records of the Department pertaining to transactions and use taxes collected for the City by the Department. The person or entity designated by this section meets all of the following conditions, which are also included in the contract between the City and the Hinderliter, de Llamas and Associates:

- a) has an existing contract with the City to examine those sales or transactions and use tax records;

- b) is required by that contract to disclose information contained in, or derived from, those sales or transactions and use tax records only to the officer or employee authorized under Section 1 of this resolution to examine the information.
- c) is prohibited by that contract from performing consulting services for a retailer during the term of that contract;
- d) is prohibited by that contract from retaining the information contained in, or derived from those sales or transactions and use tax records, after that contract has expired.

BE IT FURTHER RESOLVED that the information obtained by examination of Department records shall be used only for purposes related to the collection of City transactions and use taxes by the Department pursuant to the contract between the City and the Department.

Section 4. That Hinderliter, de Llamas and Associates is hereby designated to examine the sales or transactions and use tax records of the Department pertaining to any petition or appeal for the reallocation/redistribution of sales or transactions and use taxes that was filed by Hinderliter, de Llamas and Associates on behalf of the City pursuant to the contract between the Hinderliter, de Llamas and Associates and City. The person or entity designated by this section meets all of the following conditions, which are also included in the contract between the City and the Hinderliter, de Llamas and Associates:

- a) has an existing contract with the City to examine those sales or transactions and use tax records;
- b) is required by that contract to disclose information contained in, or derived from, those sales or transactions and use tax records only to the officer or employee authorized under Section 1 of this resolution to examine the information.
- c) is prohibited by that contract from performing consulting services for a retailer during the term of that contract;
- d) is prohibited by that contract from retaining the information contained in, or derived from those sales or transactions and use tax records, after that contract has expired.

Section 5. That this resolution supersedes all prior resolutions of the City Council of the City of Capitola adopted pursuant to subdivision (b) of Revenue and Taxation Code section 7056.

INTRODUCED, APPROVED, AND ADOPTED THIS 12TH DAY OF DECEMBER 2024.

ATTEST:

Mayor

Julia Gautho, City Clerk

I, Julia Gautho, City Clerk of the City of Capitola, California, DO HEREBY CERTIFY that the foregoing resolution was duly introduced, approved, and adopted by the City Council of the City of Capitola, at a regular meeting of said Council held on the 12th day of December, 2024, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Julia Gautho, City Clerk

Capitola City Council

Agenda Report



Meeting: December 12, 2024
From: Community Services and Recreation Department
Subject: Capitola Lifeguard Season Overview

Recommended Action: Receive a report on Capitola Lifeguard Service season statistics.

Background: In November of 2023, the City of Capitola became a Certified Open Water Lifeguard Agency through the United States Lifesaving Association (USLA). USLA is a national organization that certifies lifeguard agencies and ensures that their training program meets or exceeds professional standards. The national level certification is valid for three (3) years and the City will reapply for certification in September 2026.

During the 2024 season, the City provided lifeguard services from Memorial Day Weekend to Labor Day Weekend, seven days a week, plus weekend-only services from the weekend after Labor Day until October 31st. Additionally, some City Special Event Permits include lifeguard services. Events billed for lifeguard services are events that only go above or outside of typical staffing levels and involve activities in, or adjacent to, the ocean, and other events that draw large crowds to Capitola Beach.

Discussion: The City has the responsibility, as a USLA Certified Agency, to provide annual statistics that contribute to the USLA national data collection. The City uses web-based software, Watchtower, to record incidents and identify data trends based on activity on the beach. Below is a summary of data collected from beach activity from Summer and Fall 2024.

<u>Categories</u>	<u>2023 Involved Parties</u>	<u>2024 Involved Parties</u>
Attendance	270,287	240,600
Contacts	4,781	3,430
Prevention	1,128	1,010
Enforcements	1,089	1,230
Missing Person(s)	14	31
Minor Medical Aid	765	499
Boat	18	23
Rescues	84	81
Major Medical Aid	12	7
Drownings	0	0

This year, staff noticed a strong connection between the size of the waves (swell height) and the number of rescues and medical incidents. All of the major medical emergencies and rescues happened when the waves were over 3 feet, which is generally considered too big for beginners. Additionally, half of all rescues happened in waves larger than 4 feet, which are considered above average for most people. Of the rescues performed in Capitola, 72% were in waves 4 feet or higher. Tide height was the second most important factor linked to rescues and medical incidents. When the tide was over 3 feet, 75% of all rescues and 70% of all major medical emergencies occurred.

Special events regularly require increased staffing levels to accommodate the increased water safety necessary for the event and regular public attendance. Water activities and alcohol are

significant risk factors for beach safety. As a proactive response, staff posted temporary signage to communicate safe beach habits and to mitigate risk. This action led to 80% fewer incidents on the beach for the Art and Wine Festival than the year prior, which previously had a workload similar to the fourth of July.

Fiscal Impact: None

Report Prepared By: Nikki Bryant; Community Services and Recreation Department Director

Reviewed By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager

Capitola City Council

Agenda Report

Meeting: December 12, 2024
From: City Manager Department
Subject: 2025 City Council Meeting Schedule



Recommended Action: Adopt a resolution establishing the regular meeting schedule for 2025.

Background: At the end of each calendar year, staff prepares the regular City Council meeting schedules for the following year. Regular meetings of the City Council are held on the second and fourth Thursday of the month. The City Council has traditionally held only one meeting in July, August, and December. The second November meeting has been moved to the third Thursday of the month in consideration of the Thanksgiving holiday.

Discussion: Attachment 2 features staff's recommendation for the 2025 regular meeting schedule for the City Council. Meetings are scheduled to begin at 6:00 PM. Depending on the number of scheduled agenda items in the month of November, staff may cancel the second November meeting if there is a light agenda. If this were to occur, a cancellation notice would be published accordingly.

Upon approval, the meeting schedule will be posted on the City's website and at City Hall. It will also be distributed to newspapers and interested parties.

Fiscal Impact: None.

Attachments:

1. Resolution
2. 2025 Meeting Schedule

Report Prepared By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager

**RESOLUTION NO. XXXX
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
ESTABLISHING THE CITY COUNCIL MEETING SCHEDULE FOR CALENDAR YEAR 2024**

WHEREAS, the City Council shall set an annual City Council meeting calendar to establish dates and times for the City Council to conduct the peoples' business; and

WHEREAS, pursuant to the Capitola Municipal Code, the following calendar is established, notwithstanding the scheduling of additional meetings as required upon proper notice under the Brown Act; and

WHEREAS, the City Council may set aside additional time periods for closed session before the open session portion of each regular meeting.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CAPITOLA HEREBY RESOLVE AS FOLLOWS:

SECTION 1: The City Council hereby establishes 6:00 PM as the regular meeting time for each regular meeting. Only closed sessions may be held before a regular meeting. No closed session of the regular meeting will be held unless the posted agenda of the regular meeting indicates that such closed session will take place at a particular time. In the absence of such notification on the agenda, the open session portion of the regular meeting shall commence at 6:00 PM.

SECTION 2: The City Council establishes the 2025 Regular Meeting Schedule as listed in Exhibit A.

SECTION 3: With proper notice during the year, meetings may be cancelled, rescheduled, or added as necessary pursuant to California law.

I HEREBY CERTIFY that the foregoing Resolution was passed and adopted by the City Council of the City of Capitola on the 12th day of December, 2024, by the following vote:

- AYES:**
- NOES:**
- ABSENT:**
- ABSTAIN:**

Mayor

ATTEST:

Julia Gautho, City Clerk

**2025 CITY OF CAPITOLA
City Council Regular Meeting Dates
Meetings Begin at 6:00 PM**

MEETING DATES
JANUARY 9
JANUARY 16*
JANUARY 23
FEBRUARY 13
FEBRUARY 27
MARCH 13
MARCH 27
APRIL 10
APRIL 24
MAY 8
MAY 22
JUNE 12
JUNE 26
JULY 24
AUGUST 21
SEPTEMBER 11
SEPTEMBER 25
OCTOBER 9
OCTOBER 23
NOVEMBER 13
NOVEMBER 20**
DECEMBER 11

Items received less than two weeks prior to the meeting date may be scheduled for the next available agenda.

* *Joint Meeting of the City Council and Planning Commission*

** *May be cancelled depending on agenda forecast.*

Capitola City Council

Agenda Report

Meeting: December 12, 2024
From: City Manager Department
Subject: Temporary/Hourly Employee Pay Schedule



Recommended Action: Adopt a resolution amending the temporary/hourly employee pay schedule.

Background: The City of Capitola employs temporary/hourly employees to provide services to the community. Most of these positions are within the Community Services and Recreation Department, though other City departments also occasionally employ temporary/hourly workers. Temporary employees work either part-time or on a seasonal basis for a limited number of hours per fiscal year and are not regular City employees. Temporary employees are not represented by any union, are not subject to any existing memoranda of understanding (MOU) and are not eligible for City healthcare or retirement benefits. For this reason, any wage increases are enacted by City Council action separate from the adoption of MOUs for other City bargaining groups.

Discussion: The City Council last adjusted the temporary pay schedule in March 2024 to include the Recreation Specialist I and II classifications. Staff recommends increasing most of the temporary/hourly pay schedule by 3.2% to comply with California minimum wage requirements.

Staff recommends the hourly wages for Beach Lifeguard/Junior Lifeguard Instructor, Lifeguard Lieutenant/Junior Lifeguard Assistant Coordinator, and Junior Lifeguard Coordinator positions be increased by 7.3% to be competitive with neighboring jurisdictions with similar temporary positions. Recruitment to fill these three temporary/hourly positions is challenging each summer. Rather than increasing the hourly rate for the 2024 summer season, the City offered signing and completion bonuses; however, the process was administratively burdensome and ultimately did not help with recruitment and retention over the season. Ending the bonuses saves the City approximately 5% in hourly compensation. Therefore the proposed 7.3% increase increases City net costs by approximately 2.3%.

The proposed 7.3% increase will bring the three positions to within 5% of the comparable Santa Cruz wages at the time of hiring for summer 2025.

This strategy would align with current City MOUs, which include equity adjustments for City positions, bringing regular employees' pay to within 5% of the median pay of comparable agencies. Ending the bonuses saves the City approximately 5% in hourly compensation. Therefore, the proposed 7.3% increase increases City net costs by approximately 2.3%.

No classifications are being added to the schedule. If approved, the salary schedule (Attachment 2) will take effect on January 1, 2025.

Fiscal Impact: Both the 3.2% and 7.3% increases to the temporary/hourly employee pay schedule were anticipated when preparing for the Fiscal Year 2024-2025 Budget; the adopted budget accounts for this increase.

Attachments:

1. Resolution
2. Proposed pay schedule

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

Reviewed By: Julia Gautho, City Clerk; Jim Malberg, Finance Manager

Approved By: Jamie Goldstein, City Manager

RESOLUTION NO. ____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
AMENDING THE HOURLY/SEASONAL EMPLOYEE PAY SCHEDULES EFFECTIVE
JANUARY 1, 2025**

WHEREAS, the City Council sets the compensation rates for hourly and temporary employment positions; and

WHEREAS, the City Council last amended the Temporary /Hourly Pay Schedule (Pay Schedule, attached as Exhibit "A") by Resolution No. 4348 on November 21, 2023, which amended the Pay Schedule to comply with California minimum wage requirements.

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

1. The Temporary/Hourly Pay Schedule attached hereto as Exhibit "A," is amended as shown in the Exhibit.

BE IT FURTHER RESOLVED that this Resolution becomes effective on January 1, 2024.

I HEREBY CERTIFY that the foregoing Resolution was passed and adopted by the City Council of the City of Capitola on the 12th day of December, 2024, by the following vote:

**AYES:
NOES:
ABSENT:
ABSTAIN:**

Capitola Mayor

ATTEST:

Julia Gautho, City Clerk

City of Capitola Temp/Hourly Pay Rates

Item 6 F.

Effective January 1, 2025 (for approval on 12-12-24)					
POSITION	0	1	2	3	
Intern	18.14	19.05	20.00	21.00	
Beach Lifeguard / Junior Lifeguard Instructor	21.10	22.16	23.26	24.43	
Lifeguard Lieutenant / Junior Lifeguard Assistant Coordinator	24.43	25.65	26.93	28.28	
Junior Lifeguard Coordinator	28.28	29.69	31.17	32.73	
Recreation Leader I	17.33	18.20	19.11	20.07	
Recreation Leader II	21.07	22.12	23.23	24.39	
Recreation Program Assistant Coordinator	23.23	24.39	25.61	26.89	
Recreation Program Coordinator	25.61	26.89	28.23	29.65	
Recreation Facility Assistant	16.51	17.33	18.20	19.11	
Recreation Specialist I	26.15	27.53	28.98	30.51	
Recreation Specialist II	32.11	33.80	35.58	37.45	
POSITION					
Retired Annuitant	Salary will be equivalent to the position for which the individual is working in as per the CALPERS regulations.				
Retired Annuitant Officer	Salary will be equivalent to the position for which the individual is working in as per the CALPERS regulations.				
	However, retired Capitola Police Officers who apply and are accepted as Annuitant Officers will be paid an hourly wage consistent with Step F of the Police Officer salary range.				
Reserve Officer Level I	Automatically adjusts to 20% below the Police Officer Pay Scale				
Reserve Officer Level II	Automatically adjusts to 20% below the Level I Reserve Officer Pay Scale				
Seasonal Recreation Assistant	Salary will be equivalent to the position of Recreation Assistant				
Part-Time Parking Enforcement Officer	Salary will be equivalent to the position of Parking Enforcement Officer				
Art and Cultural Assistant	Salary will be equivalent to the position of Administrative Assistant				
Police Records Technician	Salary will be equivalent to the position of Police Records Technician				

Capitola City Council

Agenda Report



Meeting: December 12, 2024
From: City Manager Department
Subject: FY 2024-2025 Salary Schedule Update

Recommended Action: Adopt a resolution approving the Fiscal Year 2024 – 2025 salary schedule, consistent with the following employment agreements: Association of Capitola Employees, Police Officers Association, Mid-Management Employees, Confidential Employees, Police Captains, the Department Head Compensation and Benefit Plan, and the City Manager Employment Agreement.

Background: In June and July 2024, the City Council approved employee Memoranda of Understandings (MOUs) with the Association of Capitola Employees, Police Officers Association, Mid-Management Employees, Confidential Employees, and Police Captains bargaining units. The City Council also adopted an updated Department Head Compensation Plan and approved the eighth amendment to the City Manager Employment Agreement.

Equity adjustments (based upon a compensation study completed in fall 2023), updated longevity schedules, and two forms of specialty pay were included in the approved MOUs, Compensation Plan, and contract amendment contingent on voter approval of the City’s half-cent tax measure during the November 2024 election. Capitola voters approved Measure Y, the half-cent sales and use tax.

Discussion: During the November 2024 General Election, Capitola voters approved Measure Y (the half-cent sales and use tax) by approximately 67%. Consistent with the approved MOUs, compensation plan, and contract amendment, the salary schedule included in Attachment 1 will go into effect the first full pay period after adoption on December 22, 2024.

Fiscal Impact: The FY 2024-25 fiscal impact of the salary increases based upon the approved MOUs, compensation plan, and contract amendment, is estimated at \$226,350. The estimated annual fiscal impact is estimated at \$452,700 which increases annually based upon the approved MOU’s. Increases by bargaining unit are as follows:

MOU / Plan	One time Equity Adjustment FY 2024-25 Cost	One time Equity Adjustment Annual Cost
Association of Capitola Employees	\$ 32,600	\$ 65,200
Police Officers Association	74,550	149,100
Mid Management	24,050	48,100
Confidential	24,950	49,900
Police Captains	17,000	34,000
Management (Department Heads & City Manager)	53,200	106,400
Total	\$ 226,350	\$ 452,700

Staff will present a budget amendment during the mid-year budget review incorporating the Measure Y Sales Tax Revenue, as well as personnel costs listed above.

Attachments:

1. Resolution with salary schedule as Exhibit A

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

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

Approved By: Jamie Goldstein, City Manager

RESOLUTION NO. _____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
AUTHORIZING AND APPROVING THE UPDATED FISCAL YEAR 2024/2025
PAY RATES AND RANGES (SALARY SCHEDULE)

WHEREAS, the City Council establishes the current salary range from the salary schedule for each class of position; and

WHEREAS, the California Public Employee’s Retirement Law, at Section 570.5 of the California Code of Regulations Title 2, requires the City to publish pay rates and ranges on the City’s internet site and the City Council to approve the pay rates and range in its entirety each time a modification is made; and

WHEREAS, the City and its employee groups have existing agreements that include one-time equity adjustments for 23 City positions; revised longevity schedules for all bargaining units, Compensation Plans, and Employee Contracts; new City Engineer Specialty Pay; and new Police Experience Pay, that were contingent on the passing of Measure Y during the November 2024 Election;

WHEREAS, Measure Y, the Capitola Sales and Use Tax, passed with 67% voter approval; and

WHEREAS, City Council will vote to certify the election results on December 12, 2024; and

WHEREAS, changes to salary must made by resolution adopted by the City Council upon review and recommendation of the City Manager.

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

Authorize and approve City of Capitola pay rates and ranges (Salary Schedule, Exhibit A) for permanent employees from December 22, 2024, through June 30, 2025.

I HEREBY CERTIFY that the above and foregoing resolution was passed and adopted by the City Council of the City of Capitola on the 12th day of December, 2024, by the following vote:

- AYES:**
- NOES:**
- ABSENT:**
- ABSTAIN:**

Mayor

ATTEST:

Julia Gautho, City Clerk

CITY OF CAPITOLA - SALARY SCHEDULE FOR APPROVAL DECEMBER 12, 2024 - EFFECTIVE DECEMBER 22, 2024

Table with columns for Position, Bargaining Unit, Hourly (Step A-F), Monthly (Step A-F), and Annual (Step A-F) salaries. Rows include various roles like Account Technician, Police Captain, and City Manager.

Capitola City Council Agenda Report



Meeting: December 12, 2024

From: City Manager Department

Subject: City Council Representation on Regional Boards & City Advisory Bodies

Recommended Action: Appoint City Council representatives to County and Regional Boards and City Advisory Bodies.

Background: City Council Members sit on several County and Multi-Jurisdiction boards, of which certain appointments need to be reviewed and updated. Attachment 1 lists the current County and Regional Board appointments, expiration dates, and groups requiring appointments.

The City of Capitola has established boards and commissions (advisory bodies) to advise on various functions of the City. Some of the advisory bodies also require City Council Member representation. Table 2 lists the advisory bodies with a City Council representative and their upcoming meeting dates.

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

Table 1: County/Multi-County and Regional Boards		
Name of Board – Meeting Information	Capitola Representative(s)	Action Required
Association of Monterey Bay Area Governments (AMBAG) ▲ ◆ <i>(Meets: 2nd Wednesday of each month at 6 PM in Monterey)</i>	<i>No Term Limits. Recommended to review appts. every 2 years.</i> <ul style="list-style-type: none"> Kristen Brown (Appt. Dec. 22) Margaux Morgan (Alternate) 	Yes, new member of City Council to be appointed.
Capitola Community Safety Foundation	<i>No Alternate, No Term Limits, no fixed term</i> <ul style="list-style-type: none"> Vacant (City Council appointee) 	Yes, new member of City Council to be appointed. Councilmember Clarke and Councilmember Elect Jensen currently serve on the Foundation Board in a personal capacity.
Central Coast Community Energy Policy Board <i>(Meets: Meeting dates are variable, virtual option in SC County)</i>	<i>Shared seat with Scotts Valley, Chosen by City Selection, No Term Limits. Terms last 2 years.</i> <ul style="list-style-type: none"> Yvette Brooks (Appt. Dec. 22) Margaux Morgan (Alternate) 	Optional, City Council may nominate a member for City Selection appointment on Jan. 27
Community Action Board of Santa Cruz County <i>(Meets: 3rd Wednesday of each month at 6:15 PM)</i>	2-year terms <ul style="list-style-type: none"> Kristen Brown (Appt. 2022) 	Yes, member of City Council or member of the public to be appointed.

<p>Criminal Justice Council of Santa Cruz County ♦ <i>(Meets: Quarterly at 3 PM)</i> 2 seats, 1 Council and 1 Council, CM, or ACM</p>	<p><i>Review following seating of new Council</i></p> <ul style="list-style-type: none"> • Joe Clarke • Kristen Brown 	<p><i>Yes, new member of City Council (or City Manager) to be appointed.</i></p>
<p>LAFCO (Local Agency Formation Commission) ▲ ♦ <i>(Meets: 1st Wednesday of each month except for July, at 9 AM in the County Board of Supervisors Chambers, 701 Ocean Street, Santa Cruz)</i></p>	<p><i>Share voting seat with Scotts Valley. Ex-officio when not holding voting seat. 2 year terms. Capitola reassume voting seat Jan 2025.</i></p> <ul style="list-style-type: none"> • Yvette Brooks (Appt. 2019) currently ex-officio 	<p><i>Yes, City Council should nominate a member for City Selection appointment on Jan. 27</i></p>
<p>Monterey Bay Unified Air Pollution Control District (MBUAPCD) ▲ <i>(Meets: 3rd Wednesday of each month at 1:30 PM at the District Office: 24580 Silver Cloud Ct., Monterey)</i></p>	<p><i>Chosen by Selection Committee, rotates between all cities in County. Council should review and recommend every 2 years.</i></p> <p>Not currently Capitola</p>	<p><i>Optional, City Council may nominate a member for City Selection appointment on Jan. 27</i></p>
<p>Santa Cruz County Conference & Visitors Council <i>(Meets: Last Wednesday at 3 PM every other month except for November when meeting is TBD, at Goodwill Industries, 350 Encinal Street, Santa Cruz)</i></p>	<p><i>Chosen by City Selection Committee, rotates between Cap, Wat, SV. Council should review and recommend every 2 years.</i></p> <p>Not currently Capitola</p>	<p><i>Optional, may nominate Councilmember (or City Manager) for City Selection appointment on Jan. 27</i></p>

<p>Santa Cruz County Flood Control & Water Conservation District, Zone 5 ▲◆ (Meets: Quarterly on the 4th Tuesday at 10 AM in the County Board of Supervisors Chambers, 701 Ocean Street)</p>	<p>Council to review appointments annually</p> <ul style="list-style-type: none"> • Kristen Brown (Appt. Jan. 24) • Joe Clarke (Alternate) 	<p>Yes, new member of City Council to be appointed.</p>
<p>Santa Cruz County Library Financing Authority ◆ (Meets: Semi-annually, in January and June, Main Library)</p>	<p>Council to review appointments annually</p> <ul style="list-style-type: none"> • Kristen Brown (Appt. Jan. 24) • Joe Clarke (Alternate) 	<p>Yes, new member of City Council to be appointed.</p>
<p>Santa Cruz County Regional Transportation Commission (SCCRTC) ▲ ■ (Meets: 1st Thursday of each month except for July, at 9 AM at various locations)</p>	<p>No Term Limits. Council should review and recommend every 2 years.</p> <ul style="list-style-type: none"> • Alexander Pedersen (Appt. Dec. 22) • Joe Clarke (Alternate) 	<p>Yes, new member of City Council to be appointed.</p>
<p>Santa Cruz County Sanitation District ▲ ◆ (Meets: 1st & 3rd Thursday of each month at 4:45 PM at the East Cliff Pumping Station on Lode St., Santa Cruz)</p>	<p>Council to review appointments annually</p> <ul style="list-style-type: none"> • Kristen Brown (Appt. Jan. 23) • Margaux Morgan (Alternate) 	<p>Yes, new member of City Council to be appointed.</p>
<p>Santa Cruz County Integrated Waste Management Local Task Force (Meets: Quarterly)</p>	<ul style="list-style-type: none"> • Jessica Kahn (Appt. Jan. 23) • Alexander Pedersen (Alternate) 	<p>Yes, staff proposes appointing Erika Senyk, Environmental Projects Manager, to replace Jessica Kahn, Public Works Director</p>
<p>Santa Cruz Metropolitan Transit District Board ▲ ■ (Meets: 3rd Friday of each month at 8:15 AM at various locations)</p>	<p>Four-year term, expires December 31, 2024.</p> <ul style="list-style-type: none"> • Kristen Brown (Appt. Dec. 20) • Alexander Pedersen (alternate) 	<p>Yes, new member of City Council to be appointed. New term will begin January 1, 2025.</p>

City Advisory Bodies: The following City advisory bodies have a City Council Member serving as a representative. The Finance Advisory Committee bylaws stipulate that the Mayor and Vice Mayor serve as Council representatives, though 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.

Staff recommends appointments of representatives to the following:

Table 2: City Advisory Bodies with City Council Representatives			
Board/Commission	Current Council Representative	Expiration Date	Next Meeting Date
<i>Finance Advisory Committee</i>	Brown, Brooks	12/31/2024	February 18 th at 6 PM
<i>Commission on the Environment</i>	Morgan	12/31/2024	December 18 th at 6 PM
<i>Arts and Cultural Commission</i>	Clarke	12/31/2024	January 14 th at 6:30 PM

Fiscal Impact: None.

Attachments:

1. County and Regional Board Appointments

Report Prepared By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager

2024 COUNTY/MULTI-COUNTY BOARDS CAPITOLA REPRESENTATIVES LIST

Name of Board – Meeting Information	Capitola Representative(s)	Action Required
Advisory Council of the Area Agency on Aging -Seniors Council of Santa Cruz & San Benito Counties <i>(Meets: 2nd Wednesday of each month except for August and December, at 10 AM in Aptos)</i>	<i>No Alternate, No Term Limits. Recommended to review appts. every 2 years.</i> <ul style="list-style-type: none"> • Yvette Brooks (Appt. Jan. 24) 	No
Arts Council Santa Cruz County <i>(Meeting dates are variable; Wednesdays 4:30-6:30 PM)</i> <i>Not a dedicated Capitola seat</i>	<i>No Alternate. No Term Limits</i> <ul style="list-style-type: none"> • Roy Johnson (A&C) (Appt. Jan. 24) 	No
Association of Monterey Bay Area Governments (AMBAG) ▲ ◆ <i>(Meets: 2nd Wednesday of each month at 6 PM in Monterey)</i>	<i>No Term Limits. Recommended to review appts. every 2 years.</i> <ul style="list-style-type: none"> • Kristen Brown (Appt. Dec. 22) • Margaux Morgan (Alternate) 	Yes, new member of City Council to be appointed.
Bicycle Advisory Committee of the SCCRTC (Santa Cruz County Regional Transportation Commission)	<i>2-year term, expires 2025</i> <ul style="list-style-type: none"> • Paula Bradley (Appt. Feb. 24) <i>Recruited through RTC, City Council reviews applications and provides nomination.</i>	No
Capitola Community Safety Foundation	<i>No Alternate, No Term Limits, no fixed term</i> <ul style="list-style-type: none"> • Vacant (City Council appointee) 	Yes, new member of City Council to be appointed. Councilmember Clarke and Councilmember Elect Jensen currently serve on the Foundation Board in a personal capacity.
Central Coast Community Energy Policy Board <i>(Meets: Meeting dates are variable, virtual option in SC County)</i>	<i>Shared seat with Scotts Valley, Chosen by City Selection, No Term Limits. Terms last 2 years.</i> <ul style="list-style-type: none"> • Yvette Brooks (Appt. Dec. 22) • Margaux Morgan (Alternate) 	Yes, City Council may nominate a member for City Selection appointment on Jan. 27
Community Action Board of Santa Cruz County <i>(Meets: 3rd Wednesday of each month at 6:15 PM)</i>	<i>2-year terms</i> <ul style="list-style-type: none"> • Kristen Brown (Appt. 2022) 	Yes, new member of City Council to be appointed.
Community Television of Santa Cruz County Board of Directors <i>(Meets: Monthly at 5:30 PM)</i>	<ul style="list-style-type: none"> • Chloe Woodmansee, Assistant to the City Manager 	No

<p>Criminal Justice Council of Santa Cruz County ♦ <i>(Meets: Quarterly at 3 PM)</i> 2 seats, 1 Council and 1 Council, CM, or ACM</p>	<p><i>Review following seating of new Council</i></p> <ul style="list-style-type: none"> • Joe Clarke • Kristen Brown 	<p>Yes, new member of City Council (or City Manager) to be appointed.</p>
<p>LAFCO (Local Agency Formation Commission) ▲ ♦ <i>(Meets: 1st Wednesday of each month except for July, at 9 AM in the County Board of Supervisors Chambers, 701 Ocean Street, Santa Cruz)</i></p>	<p><i>Share voting seat with Scotts Valley. Ex-officio when not holding voting seat. 2-year terms. Capitola reassume voting seat Jan 2025,</i></p> <ul style="list-style-type: none"> • Yvette Brooks (Appt. 2019) currently ex-officio 	<p>Yes, nominate Councilmember for City Selection appointment on Jan. 27</p>
<p>League of California Cities <i>(Meets: Monterey Bay Division meets on the 1st Monday of every other month at 7 PM at various locations.)</i></p>	<p>Open to All Council Members</p>	<p>No</p>
<p>Monterey Bay Unified Air Pollution Control District (MBUAPCD) ▲ <i>(Meets: 3rd Wednesday of each month at 1:30 PM at the District Office: 24580 Silver Cloud Ct., Monterey)</i></p>	<p><i>Chosen by Selection Committee, rotates between all cities in County. Council should review and recommend every 2 years.</i></p> <p>Not currently Capitola</p>	<p>Yes, nominate Councilmember for City Selection appointment on Jan. 27</p>
<p>Santa Cruz County Children’s Network <i>(Meets five times a year at noon in the County Office of Education)</i></p>	<p><i>No Term Limits. Council should review and recommend every 2 years.</i></p> <ul style="list-style-type: none"> • Yvette Brooks (Appt. 2019) 	<p>No</p>
<p>Santa Cruz County Conference & Visitors Council <i>(Meets: Last Wednesday at 3:00 PM every other month except for November when meeting is TBD, at Goodwill Industries, 350 Encinal Street, Santa Cruz)</i></p>	<p><i>Chosen by City Selection Committee, rotates between Cap, Wat, SV. Council should review and recommend every 2 years.</i></p> <p>Not currently Capitola</p>	<p>Yes, nominate Councilmember (or City Manager) for City Selection appointment on Jan. 27</p>

<p>Santa Cruz County Flood Control & Water Conservation District, Zone 5 ▲ ◆ <i>(Meets: Quarterly on the 4th Tuesday at 10 AM in the County Board of Supervisors Chambers, 701 Ocean Street)</i></p>	<p><i>Council to review appointments annually</i></p> <ul style="list-style-type: none"> • Kristen Brown (Appt. Jan. 24) • Joe Clarke (<i>Alternate</i>) 	<p>Yes, new member of City Council to be appointed.</p>
<p>Santa Cruz County Hazardous Materials Advisory Commission <i>(Meets: 4th Wednesday of every other month at 9 AM at Capitola City Hall Community Room)</i></p>	<p><i>Four-year term expires in April 2027</i></p> <ul style="list-style-type: none"> • Nicholas Brown (Appt. Apr. 23) • 	<p>No</p>
<p>Santa Cruz County Library Financing Authority ◆ <i>(Meets: Semi-annually, in January and June, Main Library)</i></p>	<p><i>Council to review appointments annually</i></p> <ul style="list-style-type: none"> • Kristen Brown (Appt. Jan. 24) • Joe Clarke (<i>Alternate</i>) 	<p>Yes, new member of City Council to be appointed.</p>
<p>Santa Cruz Public Libraries Library Advisory Commission <i>(Meets: Monday evenings, various branches)</i></p>	<p><i>4-year term, expires March 2027</i></p> <ul style="list-style-type: none"> • Mike Termini (Appt. Jan. 23) <i>Recruited through Library, City Council reviews applications and provides appointment.</i> 	<p>No</p>
<p>Santa Cruz Public Libraries Joint Powers Authority Board ▲ (LJPA) <i>(Meets: 1st Monday of each month at 7:30 PM at the Main Library Community Room)</i></p>	<p><i>City Manager is appointed by JPA</i></p> <ul style="list-style-type: none"> • Jamie Goldstein 	<p>No</p>
<p>Santa Cruz County Integrated Waste Management Local Task Force <i>(Meets: Quarterly)</i></p>	<ul style="list-style-type: none"> • Jessica Kahn (Appt. Jan. 23) • Alexander Pedersen (<i>Alternate</i>) 	<p>Yes, staff proposes appointing Erika Senyk, Environmental Projects Manager, to replace Jessica Kahn, Public Works Director</p>
<p>Santa Cruz County Regional Transportation Commission (SCCRTC) ▲ ■ <i>(Meets: 1st Thursday of each month except for July, at 9 AM at various locations)</i></p>	<p><i>No Term Limits. Council should review and recommend every 2 years.</i></p> <ul style="list-style-type: none"> • Alexander Pedersen (Appt. Dec. 22) • Joe Clarke (<i>Alternate</i>) 	<p>Yes, new member of City Council to be appointed.</p>

<p>Santa Cruz County Sanitation District ▲ ◆ <i>(Meets: 1st & 3rd Thursday of each month at 4:45 PM at the East Cliff Pumping Station on Lode St., Santa Cruz)</i></p>	<p><i>Council to review appointments annually</i></p> <ul style="list-style-type: none"> • Kristen Brown (Appt. Jan. 23) • Margaux Morgan (Alternate) 	<p>Yes, new member of City Council to be appointed.</p>
<p>Santa Cruz Metropolitan Transit District Board ▲ ■ <i>(Meets: 3rd Friday of each month at 8:15 AM at various locations)</i></p>	<p><i>Four-year term, expires December 31, 2024</i></p> <ul style="list-style-type: none"> • Kristen Brown (Appt. Dec. 20) • Alexander Pedersen (alternate) 	<p>Yes, new member of City Council to be appointed.</p> <p><i>New term will begin January 1, 2025</i></p>
<p>Santa Cruz Regional 911 Board ▲ <i>(Meets: Every other month at 1:30 PM)</i></p>	<p><i>City Manager is appointed</i></p> <ul style="list-style-type: none"> • Jamie Goldstein, City Manager 	<p>No</p>
<p>Housing for Health Partnership Policy Board</p>	<p><i>Two-year term, rotates with Scotts Valley, term expires Fall 2026</i></p> <p>Not currently Capitola</p>	<p>No</p>
<p>Santa Cruz County Animal Services Agency</p>	<p>Chief Ryan</p>	<p>No</p>

- ▲ = Members are required to File Statements of Economic Interest, Form 700
- = Members are required to complete AB 1234 Ethics Training
- ◆ = Council Member appointment required

Revised: 12/3/2024 JG

Capitola City Council

Agenda Report



Meeting: December 12, 2024
From: City Manager Department
Subject: Planning Commission Appointments

Recommended Action: City Council provide a report on individual Planning Commission Appointments.

Background: The City of Capitola's Planning Commission is responsible for reviewing land use and development permits (including Conditional Use Permits, Coastal Development Permits, Design Permits, etc.) for consistency with the Capitola General Plan and Municipal Code. The Planning Commission also provides recommendations to the City Council on General Plan amendments and rezoning requests, such as the Housing Element update in 2024.

The Planning Commission is comprised of five members, each appointed by an individual City Council Member. The Planning Commission was originally established in May 1949, through the adoption of Ordinance No. 32.

Members of the Planning Commission are appointed for two-year terms. The current Planning Commissioners' terms expire in December 2024, requiring Councilmembers make reappointments or new appointments for the next term.

Discussion: Capitola Municipal Code 2.12.020 states that each City Council Member may appoint one planning commission member.

As a part of the advisory body appointment process, staff published a vacancy notice on the City website and through social media. Attachment 1 includes all applications received by the City Clerk's office by the November 22nd deadline. Staff recommends that Councilmembers announce their appointments of Commissioners at this meeting; no Council action is required.

Current Planning Commission Composition

Commissioner Name	Appointed By
Courtney Christiansen*	Brooks
Paul Estey*	Pedersen
Gerry Jensen	Clarke
Susan Westman*	Morgan
Peter Wilk*	Brown

**Indicates a request for reappointment*

Fiscal Impact: None.

Attachments:

1. Planning Commission Applications

Report Prepared By: Rosie Wyatt, Acting Deputy City Clerk

Reviewed By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager



Boards and Commissions Application

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Application For:

Application For:

- Art and Cultural Commission - Artist
- Art and Cultural Commission - Arts Professional
- Art and Cultural Commission - At Large
- Commission on the Environment
- Finance Advisory Committee - At Large
- Finance Advisory Committee - Business Representative
- Historical Museum Board
- Planning Commission
- Other:

Applicant Information

First Name *

Brian

Last Name *

Candau

Email *

brian_candau@yahoo.com

Current Address *

Street Address

[REDACTED]

Address Line 2

[REDACTED]

City

Capitola

State / Province / Region

CA

Postal / Zip Code

95010

Country

USA

Telephone (Home)

Telephone (Mobile) *

[REDACTED]

Are you a Capitola resident? *

Yes

Residential Neighborhood:

46th and Clares

Are you applying as a Youth Member to an Advisory Group? *

No

Youth Members are encouraged to participate with City Boards, Committees, and Commissions.

Qualifications

Occupation:

Development Manager

Please describe your qualifications and interest in serving on this Board/Commission/Committee: *

Over 25 years of construction and development experience ranging from digging ditches to managing multimillion dollar development projects. In depth knowledge of the dynamics of project teams including investors, lenders, brokers, government agencies, consultants, designers, contractors, tenants, and local constituents. And most importantly, have lived the majority of my life in Santa Cruz County knowing and striving to preserve the integrity of the area and its vision.

Additional Attachments

Candau Resume 2024.pdf

84.78KB

Acknowledgement Required *

Please note that appointment to this position may require you to file a conflict of interest disclosure statement or complete additional trainings with the City Clerk. This information is a public record and these statements are available to the public on request.

Acknowledged

Signature *

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BRIAN CANDAU

Capitola, Ca 95010
cell:

Professional Summary

With over 30 years experience, I have ventured through several different arenas developing multiple skillsets. Common to all of my achievements are my abilities to learn, communicate, and bridge gaps amongst teams in fast paced environments to create and implement symbiotic goals for all to find success.

I have developed/managed/constructed ~\$250M in construction projects. Experience ranging from residential ground up and remodels, commercial tenant improvements (including office, R&D, manufacturing, clean room, data centers, hospitality, restaurant, heavy machinery, solar, hazardous materials equipment, structural retrofits, church), ground up multi family residential complexes, and tilt up warehouse/office/manufacturing facilities.

Construction/Real Estate Development

Edwards Development

Feb 2023-present

Development Manager- Western Region

Development Management of Industrial/IOS/Multi-Family projects for such clients as The Carlyle Group, Liberty Mutual Insurance, and KKR Global. Working with Joint Venture Partners to provide oversight on entitlements, scope evaluations, contract/insurance verifications, budget/scope forensics, and construction management.

Phelan Development

March 2021-December 2023

VP Construction Management - Oregon/Washington/Idaho Region

~\$135M/~one million square ft. tilt up warehouse/office/manufacturing construction

- Potential Site Evaluations, Due Diligence, Entitlements, Budgeting, Contract Development/Review, Capital Partner Coordination
- Design Review, Government Agency Coordination/City Permitting, LEED Certification/Reporting
- Contractor Evaluation/Selection, Budget Implementation/Tracking, Insurance Review, Work Oversight, Pay Apps/Lien Waivers Review, Close out packages, Employee Training

Essex General Construction

December 2015-January 2019

Project Manager - Portland, OR metro area

~\$35M multi family complex ground up construction/tenant improvement projects

- Design Review, City/Government Agency/Utility Coordination, Permitting, Budget Implementation/Tracking, Subcontractor Coordination/Contracting, Scheduling, Quality Control, Safety, Employee Training, LEED Certification/Reporting

WG Construction

April 2013-December 2015

Senior Project Manager - Bay Area, CA

~\$13M commercial tenant improvements

- Business Development, Design Review, City Coordination, Budget Implementation/Tracking, Subcontractor Coordination/Contracting, Pay Apps Review, Lien Waivers, Scheduling, Quality Control, Safety, Employee Training

Hallmark Construction**September 2012-April 2013 (company dissolved)***Project Manager - Bay Area, CA**~\$1M commercial tenant improvements*

- Business Development, Design Review, City Coordination, Budget Implementation/Tracking, Subcontractor Coordination/Contracting, Scheduling, Quality Control, Safety, Employee Training

Tico Construction**January 2007-December 2009***Project Manager- Bay Area, CA**~\$7M commercial tenant improvements*

- Business Development, Design Review, City Coordination, Budget Implementation/Tracking, Subcontractor Coordination/Contracting, Scheduling, Quality Control, Safety, Employee Training

Indigo Construction**Intermittent 2010-2019***Principal- Bay Area, CA**~\$1M in various residential/commercial construction projects (occasional infill projects during recession, pandemic, and infill between full time positions)*

- CA General Contractors License multiple design/build and remodel projects including site work, concrete, demo, framing, MEP, finishes, landscape

Education/Licenses/Certifications

- Bachelors in Business/Facilities Management Cal Poly San Luis Obispo 1995
- CA General Contractors License #1074077
- LEED Certification
- EMT Certification (California/Oregon), Paramedic ALS Training, CPR, Ambulance/ER environments (blood borne/air borne pathogen transmission safety/training)

**Software experience: Microsoft Office (Word, Power Point, Excel, Outlook, One Drive, Teams), Bluebeam Review, Procore, Google Suite, and Zoom.*

**Through volatile construction cycles, recessions, and pandemics I have ventured into opportunities to expand the breadth of my experience with intermittent endeavors as an Independent General Contractor, an EMT working in BLS/ALS environments, tech analytics, and in Wine production/facilities management. I have also worked in-office, job sites, remote, and hybrid environments.*



Boards and Commissions Application

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- Art and Cultural Commission - Arts Professional
- Art and Cultural Commission - At Large
- Commission on the Environment
- Finance Advisory Committee - At Large
- Finance Advisory Committee - Business Representative
- Historical Museum Board
- Planning Commission
- Other:

Applicant Information

First Name *

James

Last Name *

Weller

Email *

jweller@cruzio.com

Current Address *

Street Address

[REDACTED]

Address Line 2

[REDACTED]

City

CAPITOLA

Postal / Zip Code

95010-2652

State / Province / Region

CA

Country

US

Telephone (Home)

[REDACTED]

Telephone (Mobile) *

[REDACTED]

Are you a Capitola resident? *

Yes

Residential Neighborhood:

46th/Clares

Are you applying as a Youth Member to an Advisory Group? *

No

Youth Members are encouraged to participate with City Boards, Committees, and Commissions.

Qualifications

Occupation:

Land Title Consultant

Please describe your qualifications and interest in serving on this Board/Commission/Committee: *

I have practiced professionally as an expert land title consultant since 2002, concerning real property throughout California. Before 2002, my career working for title insurance companies in six Bay Area and Northern California counties spanned over 30 years. I served as a Chief Title Officer and Title Operations Manager for four major title companies, and most recently, as a Senior Title Officer for Special Projects for First American Title Insurance Company's National Commercial Division for Northern California. I continue to advise and consult with title insurance companies, corporate, governmental, and individual land owners and their attorneys concerning land title aspects of major real property transactions and litigation. My expert testimony has often been admitted in Superior Court, including as a court-appointed expert. For two years in the 1970's I worked as a Planning Department staffer in Mendocino County, handling zoning and use permit processes. I served as the principal land title research and analysis consultant instrumental in the 2012 acquisition of the Santa Cruz Branch Railroad by our Regional Transportation Commission. I am especially interested in supporting new housing development and public transit in our city, and elsewhere in the region. As the project manager for my church, I have been principally responsible for our Peace Village Housing project, a deeply affordable 40-unit apartment building approved for construction in Santa Cruz. I have resided in Capitola since 2015.

Additional Attachments

James E Weller CV 06_18_20.pdf

87.59KB

Acknowledgement Required *

Please note that appointment to this position may require you to file a conflict of interest disclosure statement or complete additional trainings with the City Clerk. This information is a public record and these statements are available to the public on request.

Acknowledged

Signature *

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James Edward Weller

Professional Summary

There are not many reliable independent expert land title consultants in California, and I am pre-eminent among those few. I can personally carry out complex and extensive land title research projects in County public records all over the state. Having more than 20 years' experience as an expert witness, I am well known to be an imperturbable and incisive witness under examination. As a marshal of facts, I can array land title information in a variety of comprehensible ways, as may be useful or required. My experience of more than 40 years in my profession encompasses the whole scope of title insurance practice, as well as residential and commercial real property transactions, and real property litigation of all kinds. I can relate eye-to-eye and with authority in my work with lawyers, judges, and land owners - some of which have been major corporate industrial or public sector clients. I have managed title insurance requirements for major equity investment fund transactions involving portfolios of many commercial real properties all over the United States.

Skills

- Title searching, examining, and marshalling of facts disclosed by California public records.
- Analysis of land titles, and development of expert opinions.
- Geographical analysis and mapping of survey data.
- Preparation of transactional real property documents in support of legal counsel.
- Expert testimony in California Superior Courts with regard to real property litigation.
- Determination of real property interests of the estates of decedents, and complex partition actions.
- Principles and practices of title insurance and title insurance claims.
- Determination of riparian rights in connection with California agricultural land.
- Determination of "legal parcels" for California Subdivision Map Act compliance.

Experience

Expert Land Title Consultant
Trademark: landtitleguru.com., Santa Cruz, CA

March 2002 - Current

Since 2002, I have engaged in a private consulting practice of land title examination, analysis, documentation, opinion, and advisory services. I have provided a variety of research, report preparation, graphical survey information presentations, and expert testimony for public and private sector clients involved in real property management, transactions, development, and litigation including title insurance litigation, as well as local land use permit procedures. I have served as a California Superior Court-appointed expert witness in my field of expertise. My expert testimony was affirmed and cited in the California Appellate Court decision in Haines v. Farley.

A summary of my professional services and credentials may be found at my Internet website:

www.landtitleguru.com.

Senior Title Officer Special Projects January 1997 - March 2002
First American Title Insurance Company, San Jose, CA

In connection with major commercial real property transactions, development, and redevelopment projects, I was responsible for all phases of title examination and preparation of various title insurance work products, written analyses, and consultations.

I achieved consistent recognition for extraordinary excellence in support of the work of legal and other professionals involved in handling major real property transactions.

Operations Manager Chief Title Officer March 1987 - June 1994
Old Republic Title Company, Capitola, CA

Responsible for direction and management of all phases of land title operations.

Senior Title Officer Special Projects September 1986 - March 1987
Safeco Title Insurance Company, Redwood City, CA

Responsible for title examination and preparation of commitments, preliminary reports, proforma title insurance policies, written analyses, and consultations.

Title Operations Manager Chief Title Officer March 1984 - September 1986
Fidelity National Title Insurance Company, Santa Rosa, CA

Responsible for direction and management of all phases of land title operations.

Title Operations Manager Chief Title Officer January 1983 - March 1984
Western Title Insurance Company, San Rafael, CA

Responsible for direction and management of all phases of land title operations.

Title Operations Manager Chief Title Officer February 1978 - August 1979
Stewart Title of California, San Jose, CA

Responsible for direction and management of all phases of land title operations.

Title Officer August 1976 - February 1978
Title Insurance & Trust Company, San Jose, CA

Land Title Analyst February 1974 - August 1976
County of Mendocino Planning Department, Ukiah, CA

Title Examiner July 1973 - February 1974
Western Title Insurance Company, Ukiah, CA

Title Examiner September 1968 - July 1973
Western Title Insurance Company, Redwood City, CA

Education

Master of Theological Studies - Pacific School of Religion, Berkeley, CA	May 2009
Moral Theology, Christian Ethics.	
Bachelor of Religious Studies - Holy Names University, Oakland, CA	May 2004
Cum Laude, History of Religions	
B.A. World Literature - San Francisco State University, San Francisco, CA	May 1973



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- Finance Advisory Committee - At Large
- Finance Advisory Committee - Business Representative
- Historical Museum Board
- Planning Commission
- Other:

Applicant Information

First Name *

John

Last Name *

Mulry

Email *

[REDACTED]

Current Address *

Street Address

[REDACTED]

Address Line 2

City

Capitola

State / Province / Region

California

Postal / Zip Code

95010

Country

United States

Telephone (Home)

[REDACTED]

Telephone (Mobile) *

[REDACTED]

Are you a Capitola resident? *

Yes

Residential Neighborhood:

Depot Hill

Are you applying as a Youth Member to an Advisory Group? *

Yes

Youth Members are encouraged to participate with City Boards, Committees, and Commissions.

Qualifications

Occupation:

Retired

Please describe your qualifications and interest in serving on this Board/Commission/Committee: *

Executive Director Stronger Santa Cruz

Founder YIMBY movement

Outside of staff I find it unlikely anyone in our city who isn't professionally relevantly employed knows and understands current state housing laws and their practical current and future implementation in our state, county and city as I do. A lived experience our current planning commission is without.

Additional Attachments

Acknowledgement Required *

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Acknowledged

Signature *

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- Commission on the Environment
- Finance Advisory Committee - At Large
- Finance Advisory Committee - Business Representative
- Historical Museum Board
- Planning Commission
- Other:

Applicant Information

First Name *

Nathan

Last Name *

Kieu

Email *

general.kieu@gmail.com

Current Address *

Street Address

Address Line 2

City

Capitola

Postal / Zip Code

95010

State / Province / Region

C

Country

United States

Telephone (Home)

Telephone (Mobile) *

Are you a Capitola resident? *

Yes

Residential Neighborhood:

Are you applying as a Youth Member to an Advisory Group? *

No

Youth Members are encouraged to participate with City Boards, Committees, and Commissions.

Qualifications

Occupation:

Economic and Workforce Development Manager

Please describe your qualifications and interest in serving on this Board/Commission/Committee: *

I'm excited to share my qualifications for the City of Capitola's Capital Planning Commission. With a background in public service that spans both military and civilian roles, I believe my experiences and passion for community improvement align closely with the Commission's goals.

I started my career by serving 10 years as a Non-Commissioned Officer in the United States Air Force. During that time, I developed leadership skills, a strong work ethic, and a commitment to serving others—qualities that have stayed with me as I transitioned into local government and economic development work.

I earned two master's degrees from the USC Price School of Public Policy—one in Urban Planning with a focus on Economic Development and another in Public Administration with a specialization in Local Government Management. My undergraduate degree in Business Economics from UC Riverside gave me a solid foundation in understanding how economies grow and thrive.

Currently, I work as the Business Services Manager for the County of Santa Cruz, where I focus on connecting employers with skilled talent and helping job seekers prepare for in-demand careers. This role requires me to build partnerships, address workforce needs, and create solutions that support both businesses and residents.

Before this, I was the Economic Development Coordinator for the City of Santa Cruz. I acted as the Business Liaison, helping local businesses navigate permitting, zoning, and technical requirements to grow and thrive. I also led key projects, such as launching the city's outdoor dining program during the pandemic and supporting efforts to attract new businesses to the area.

Earlier in my career, I worked for the City of Long Beach, where I managed programs that provided small businesses with access to capital and oversaw Opportunity Zone initiatives. I also worked for Council District 8 for the City of Los Angeles as a Program Analyst, supporting community safety projects and helping local stakeholders address neighborhood concerns.

While I'm not a long-time Capitola resident, I'm passionate about building strong, vibrant communities. I've spent my career working on projects that bring people together, improve neighborhoods, and create opportunities for businesses and individuals to thrive. My background in public service—from the Air Force to local government—has given me a deep understanding of how to navigate complex systems while staying focused on the people and communities impacted by decisions.

I'm committed to using my skills and experiences to help Capitola grow thoughtfully while preserving what makes it special. Thank you for considering my application. I'd be honored to bring my expertise to the Capital Planning Commission and work with others who care as much about this community as I do.

Additional Attachments

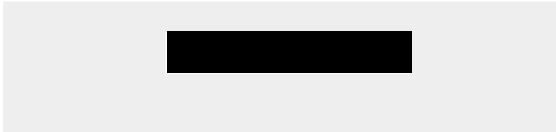
Acknowledgement Required*

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Acknowledged

Signature*

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- Finance Advisory Committee - At Large
- Finance Advisory Committee - Business Representative
- Historical Museum Board
- Planning Commission
- Other:

Applicant Information

First Name *

Nicholas

Last Name *

Brown

Email *

nbrown214@gmail.com

Current Address *

Street Address

Address Line 2

City

Capitola

State / Province / Region

CA

Postal / Zip Code

95010

Country

USA

Telephone (Home)

Telephone (Mobile) *

Are you a Capitola resident? *

Yes

Residential Neighborhood:

Capitola Village

Are you applying as a Youth Member to an Advisory Group? *

No

Youth Members are encouraged to participate with City Boards, Committees, and Commissions.

Qualifications

Occupation:

Planning Technician in CDI Santa Cruz

Please describe your qualifications and interest in serving on this Board/Commission/Committee: *

In 2017 I completed an internship at the City of Capitola in the Planning Department where I managed tree removal permits, front desk inquiries, code enforcement duties, and special projects within the City of Capitola. I attended many Planning Commission meetings, assisted with noticing and public outreach, and gained a foundation of knowledge pertaining to State and local zoning regulations and practices. For the past two years I have worked as a Planning Technician at the department of Community Development and Infrastructure in Santa Cruz County. My duties include producing Planning Commission meetings, Zoning Administrator hearings, noticing, assigning street addresses, routing projects to outside reviewers, and bi-lingual public outreach. It would be my honor to serve the City of Capitola, the City that I love and gave me a passion for public service, as a future Planning Commissioner.

Additional Attachments

Nicholas Brown Resume 2024.pdf

102.26KB

Acknowledgement Required *

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Acknowledged

Signature *

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NICHOLAS CHRISTIAN BROWN

EDUCATION

University of North Texas, School of Public Affairs and Community Service Denton, TX

- Obtained Bachelor's of Emergency Administration and Planning. Minor: Psychology.
- Studied emergency management at the local, state, and federal level.
- Gained a broad understanding of NIMS, ICS, and SEMS concepts.
- Special projects include: Case studies of international disasters and creating a black swan exercise.
- Internship with Prospera Financial Services creating a new business continuity plan.
- Environmental Science I, II, and Env. Geology core class credits transferred from Collin College.

Defib This Emergency Response Training Inc. – EMT-Basic Training Program Santa Cruz, CA

- Obtained completion certificate for the EMT training course.
- Obtained 160 hours of didactic learning.
- 24 clinical hours with King's Ambulance Service- SF and Royal Ambulance Service - San Leandro.
- Successfully passed the NREMT exam and obtained certificate (2018).
- Obtained EMT-B license in the County of Santa Cruz,CA. Registry #E138738. Exp. 5/31/2022.

Truck Driver's Institute Watsonville, CA

- Obtained Class A Commercial Driver's License from the California DMV (2017).

BOARDS AND VOLUNTEER EXPERIENCE

Hazardous Materials Advisory Commission - Santa Cruz County: Commissioner 2019-2023 Served as the City of Capitola's appointed representative.

- Collaborated with other commissioners to contribute expert advice to the County Board of Supervisors.
- Participated regular meetings, virtually and in person.
- Request, book, and listen to experts that can contribute quality presentations to our Commission.

American Red Cross: Disaster Services Volunteer 2017-Present

Provide emergency disaster relief services and bilingual public health and safety education.

- Distribute disaster relief supplies and provide assistance to victims and evacuees of disasters.
- Disaster assessments of homes and generating reports for case workers.
- Conduct safety and disaster presentations at elementary schools for students.
- Sheltering operations, leading volunteers, feeding, and disseminating accurate info during activation.
- Team Leader of the Sound the Alarm: Home Fire Preparedness Campaign events.
- Attend the annual Red Cross Disaster Training Institutes.
- Operate Red Cross vehicles and work with Logistics to stage trailers and equipment.
- Serve as a Disaster Action Team and Disaster Health Services volunteer.
- Collaborate virtually and in-person for regular meetings and special events.

PROFESSIONAL EXPERIENCE

County of Santa Cruz - Planning Technician - 2022 - Present

- As support staff to the Planning Commission, perform clerical and administrative duties relating to code required procedures, helped facilitate the public meetings, and provided a point of contact for commissioners and the public.
- Assigned addresses to structures as the Addressing Coordinator and lead point of contact for street addressing.
- As the lead staff member of intaking discretionary permits, developing evolving procedures to manage and coordinate the intake of all discretionary permits.
- Providing routings for outside review agencies and managing vacation rental permits..
- Deliver a high level of customer service by providing bilingual assistance to the public at the General Information Desk.
- Perform the duties of Safety Liason for the fourth floor at the County Government Center.

AAA - Emergency Roadside Towtruck Operator - 2021-2022

- Providing safe and friendly emergency roadside assistance for broken down motorists.
- Providing safe delivery of delicate cargo in dense urban traffic.
- Following all laws, DOT, and DMV regulations. I also participated in continuing education courses as mandated by AAA.

Defib This - Chief Academic Officer / American Heart Association Instructor 2020 - 2021

Day to day leadership role, coordinating accreditation and approval efforts at the local and state level.

- Achieve cooperation among stakeholders to form successful consortiums, MOUs, articulation agreements, contracts, and service agreements.
- Lead executive team meetings and take meeting minutes, write reports, and submit applications.
- Understand the titles, codes, and laws for private trade schools at the Federal, State, Local level.
- Conduct in-person and virtual AHA BLS training courses.
- Facilitate bilingual AHA CPR and First Aid courses.
- Maintain EMT and Instructor credentials.
- Keep a current knowledge of the most recent NREMT and AHA learning objectives.
- Proctor skills for students in the EMT programs.
- Present emergency response training to Watsonville Youth Academy off-site at Watsonville FD.

Cork and Fork- Bartender

2017- 2018

Execute high-volume food and beverage service solo from open to close.

- Maintain broad knowledge of wines from California, South America, and Europe.
- Prepare small plates and hand-made pizzas while serving, receiving, and conducting sales.
- Set up, operate, mix, and break down the audio equipment and sound systems during the weekly open-mic night.

CURRENT CERTIFICATIONS & RELEVANT SKILLS

- Class A Commercial Driver's License - California DMV - [REDACTED]
- Emergency Medical Technician Basic - State of California- Registry #E138738. Exp. 5/31/2024.
- NIMS ICS 100, 200, and 700.
- Completion certificates in FEMA Independent Study (IS) courses: IS-00700 An Introduction to National Incident Management System, IS-01002 FEMA Grants Portal Transparency at Every Step,

IS-00906 Basic Workplace Security Awareness, IS-002362.a Multihazard Emergency Planning for Schools, and IS-00020.21 Diversity Awareness Course 2021.

TECHNICAL SKILLS

- Fluent in Spanish: Certified Level II -Santa Cruz County Bilingual Bank since 2023.
- Ability to host and lead meetings on various virtual platforms.
- Google, Apple & Microsoft Office, and social media savvy.
- Experience operating GIS and Google Earth applications.
- Experience operating various database software systems.
- Experience operating various Point of Sale systems.
- Enthusiastic public speaker.
- 15+ years of fine dining, rapid service bartending, serving, cooking and catering experience.
- Professional website management and professional sports journalism experience.



Boards and Commissions Application

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Application For:

Application For:

- Art and Cultural Commission - Artist
- Art and Cultural Commission - Arts Professional
- Art and Cultural Commission - At Large
- Commission on the Environment
- Finance Advisory Committee - At Large
- Finance Advisory Committee - Business Representative
- Historical Museum Board
- Planning Commission
- Other:

Applicant Information

First Name *

Paul

Last Name *

Estey

Email *

paul.estey1@gmail.com

Current Address *

Street Address

[REDACTED]

Address Line 2

City

Capitola

Postal / Zip Code

95010

State / Province / Region

CA

Country

US

Telephone (Home)

-

Telephone (Mobile) *

[REDACTED]

Are you a Capitola resident? *

Yes

Residential Neighborhood:

Depot Hill

Are you applying as a Youth Member to an Advisory Group? *

No

Youth Members are encouraged to participate with City Boards, Committees, and Commissions.

Qualifications

Occupation:

Retired

Please describe your qualifications and interest in serving on this Board/Commission/Committee: *

Currently serving on the Planning Commission and would like to extend my term

Additional Attachments

Acknowledgement Required *

Please note that appointment to this position may require you to file a conflict of interest disclosure statement or complete additional trainings with the City Clerk. This information is a public record and these statements are available to the public on request.

Acknowledged

Signature *

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- Commission on the Environment
- Finance Advisory Committee - At Large
- Finance Advisory Committee - Business Representative
- Historical Museum Board
- Planning Commission
- Other:

Applicant Information

First Name *

Peter

Last Name *

Wilk

Email *

petergwilk@gmail.com

Current Address *

Street Address

[Redacted]

Address Line 2

City

Capitola

Postal / Zip Code

95010

State / Province / Region

CA

Country

Santa Cruz

Telephone (Home)

[Redacted]

Telephone (Mobile) *

[Redacted]

Are you a Capitola resident? *

Yes

Residential Neighborhood:

Village

Are you applying as a Youth Member to an Advisory Group? *

No

Youth Members are encouraged to participate with City Boards, Committees, and Commissions.

Qualifications

Occupation:

Retired

Please describe your qualifications and interest in serving on this Board/Commission/Committee: *

I've been a planning commissioner for the last 6 years. I have been involved in evolving the municipal code ever since I was on the citizens review committee over 10 years ago. In that time I have been focused on making the municipal code clear, thorough and unambiguous. Every applicant coming before the commission should be clear on the requirements. I have been an advocate for a clearer tree policy and have been proactive in protecting our tree canopy. In general, I have been a sympathetic ear to homeowners who are realizing their dreams by building and/or remodeling their homes in Capitola. I keep an eye out for unreasonable, obsolete and inapplicable requirements and push for them to be deleted from the conditions of approval. That said, I am a firm believer that deviations from the code should not be granted without clear, convincing rationale. If appointed, I will continue to be informed, ask tough questions and strive to serve my community to the best of my ability.

Additional Attachments

Acknowledgement Required *

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Signature *

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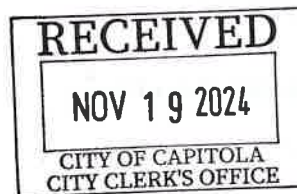
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- Commission on the Environment
- Finance Advisory Committee - At Large
- Finance Advisory Committee - Business Representative
- Historical Museum Board
- Planning Commission
- Other: _____



Applicant Information

First Name *

Susan

Last Name *

Westman

Email *

Susan@bestwestman.com

Current Address *

Street Address

Item 7 C.

Address Line 2

City

State / Province / Region

Capitola

CA

Postal / Zip Code

Country

95010

USA

Telephone (Home)

Telephone (Mobile) *

Are you a Capitola resident? *

Yes

Residential Neighborhood:

Riverview Terrace

Are you applying as a Youth Member to an Advisory Group? *

No

Youth Members are encouraged to participate with City Boards, Committees, and Commissions

Qualifications

Occupation:

Retired City Manager

Please describe your qualifications and interest in serving on this Board/Commission/Committee: *

My past experience of serving on the Planning Commission, having been a Community Development Director and a City Manager give me a good skill set to help Capitola plan for its future. Having worked in 12 other cities has taught me that every solution needs to be unique to that city based on its circumstances. Professional experience and being a 40 year resident will help me to strike the most healthy balance possible between State's housing goals and insuring Capitola neighborhoods are still healthy and safe places to live and raise families.

Additional Attachments

Upload

Acknowledgement Required*

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Acknowledged

Signature*

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Sign 

Submit



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- Art and Cultural Commission - Arts Professional
- Art and Cultural Commission - At Large
- Commission on the Environment
- Finance Advisory Committee - At Large
- Finance Advisory Committee - Business Representative
- Historical Museum Board
- Planning Commission
- Other:

Applicant Information

First Name *

Mick

Last Name *

Routh

Email *

qwakwal@gmail.com

Current Address *

Street Address

[REDACTED]

Address Line 2

City

Capitola

Postal / Zip Code

95010

State / Province / Region

Ca

Country

USA

Telephone (Home)

[REDACTED]

Telephone (Mobile) *

[REDACTED]

Are you a Capitola resident? *

Yes

Residential Neighborhood:

Jewel Box

Are you applying as a Youth Member to an Advisory Group? *

No

Youth Members are encouraged to participate with City Boards, Committees, and Commissions.

Qualifications

Occupation:

Retired

Please describe your qualifications and interest in serving on this Board/Commission/Committee: *

Served on city council 3/72 - 12/96, served 8 years on Planning Commission, served 16 years as chair SC Sanitation District, served 2 years on Lafco, school principal 10 years in local schools. I'm a nearly 60 year resident that loves Capitola. I've spent nearly all my adult life involved in the city trying to make it better and preserve its special qualities. I see Capitola's uniqueness and charm under threat and I want to still try to keep it a special community dear to so many people.

Additional Attachments

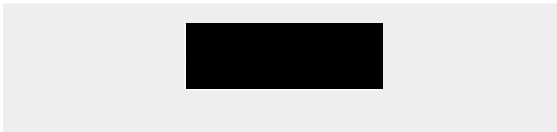
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- Art and Cultural Commission - At Large
- Commission on the Environment
- Finance Advisory Committee - At Large
- Finance Advisory Committee - Business Representative
- Historical Museum Board
- Planning Commission
- Other:

Applicant Information

First Name *

Courtney

Last Name *

Christiansen

Email *

mecourtneyc@gmail.com

Current Address *

Street Address

[Redacted]

Address Line 2

City

Santa Cruz

State / Province / Region

CA

Postal / Zip Code

95062

Country

United States

Telephone (Home)

[Redacted]

Telephone (Mobile) *

[Redacted]

Are you a Capitola resident? *

Yes / City of Capitola Sphere of Influence

Residential Neighborhood:

Pleasure Point / City of Capitola Sphere of Influence

Are you applying as a Youth Member to an Advisory Group? *

No

Youth Members are encouraged to participate with City Boards, Committees, and Commissions.

Qualifications

Occupation:

Architect / Project Management

Please describe your qualifications and interest in serving on this Board/Commission/Committee: *

I have served on the Capitola Planning Commission for the last 6 years as well as worked within the field of architecture and development for the last 13+ years. I would like to continue my work with the City of Capitola, it has been a great experience. Thank you.

Additional Attachments

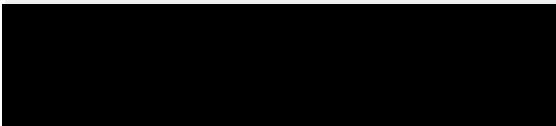
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- Finance Advisory Committee - At Large
- Finance Advisory Committee - Business Representative
- Historical Museum Board
- Planning Commission
- Other:

Applicant Information

First Name *

Matthew

Last Name *

Howard

Email *

pobox1090@gmail.com

Current Address *

Street Address

[Redacted]

Address Line 2

City

Capitola

Postal / Zip Code

95010

State / Province / Region

CA

Country

United States

Telephone (Home)

[Redacted]

Telephone (Mobile) *

[Redacted]

Are you a Capitola resident? *

Yes

Residential Neighborhood:

Upper Village

Are you applying as a Youth Member to an Advisory Group? *

No

Youth Members are encouraged to participate with City Boards, Committees, and Commissions.

Qualifications

Occupation:

Banker

Please describe your qualifications and interest in serving on this Board/Commission/Committee: *

I've completed 35 real estate transactions ranging from simple purchase and sales to larger scale developments across the county and state (all for my wife and myself - I am not a real estate agent / broker) In Capitola I most recently completed the redevelopment of the Golden Age Convalescence Hospital into two single family homes and four apartments. Professionally I have managed very large divisions of Bank of America and Morgan Stanley over my nearly 40 year career. I bring both financial and real estate development acumen to the commission During college I was a lifeguard for the city and my family had a business in Capitola Mall from its inception for early 30 years. We are a long term local family and involved with the community daily.

Additional Attachments

Acknowledgement Required *

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Signature *

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- Finance Advisory Committee - At Large
- Finance Advisory Committee - Business Representative
- Historical Museum Board
- Planning Commission
- Other:

Applicant Information

First Name *

Lindsay

Last Name *

Ramaekers

Email *

ljr2130@gmail.com

Current Address *

Street Address

[REDACTED]

Address Line 2

City

Aptos

State / Province / Region

Ca

Postal / Zip Code

95001

Country

USA

Telephone (Home)

Telephone (Mobile) *

[REDACTED]

Are you a Capitola resident? *

Yes

Residential Neighborhood:

Hill Street

Are you applying as a Youth Member to an Advisory Group? *

No

Youth Members are encouraged to participate with City Boards, Committees, and Commissions.

Qualifications

Occupation:

Public Health / Healthcare

Please describe your qualifications and interest in serving on this Board/Commission/Committee: *

I have been a resident of the Capitola community for nearly 10 years and am interested in participating more actively in our local government. While my work is based in public health, my interests include local governance as it relates to planning and development and how city polices and codes can shape, maintain and positively impact our community. My qualifications include my professional skills (applicable across fields) and my research into planning codes and city policies as they have related to my personal experience as a resident of Capitola. Thank you for your consideration of my request and interest in serving on this advisory body.

Additional Attachments

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