

City of Capitola

City Council Meeting Agenda

Thursday, January 30, 2025 – 6:00 PM



City Council Chambers
420 Capitola Avenue, Capitola, CA 95010

Mayor: Vacant
Vice Mayor: Joe Clarke
Council Members: Gerry Jensen, Melinda Orbach, Alexander Pedersen

Regular Meeting of the Capitola City Council – 6 PM

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

1. Roll Call and Pledge of Allegiance

Council Members Gerry Jensen, Melinda Orbach, Alexander Pedersen, and Vice Mayor Joe Clarke.

2. Additions and Deletions to the Agenda

3. Additional Materials

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

- A.** Item 4A - Correspondence Received and Staff Memos Regarding Withdrawal of Two Applicants
- B.** Item 8A - Correspondence Received
- C.** Item 8B - Staff Memo Regarding Applicant Withdrawal and Correspondence Received

4. City Council Vacancy

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

- A.** Appointment of Successor to Vacant City Council Seat
Recommended Action: 1) Review applicants to fill the vacancy left on the City Council by former Mayor Yvette Brooks, 2) assess and discuss applicants, and 3) by motion, select and appoint a successor to fill the vacancy.
- B.** Oath of Office Ceremony
Recommended Action: Administer the oath of office and receive comments from newly appointed Council Member.
- C.** City Council Reorganization for 2025
Recommended Action: Nominate and appoint a new Mayor and Vice-Mayor.

5. Oral Communications by Members of the Public

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

6. Staff / City Council Comments

Comments are limited to three minutes.

7. Consent Items

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

A. City Council Meeting Minutes

Recommended Action: Approve minutes from the regular meeting on January 9, 2025, and the special meeting on January 16, 2025.

B. City Check Registers

Recommended Action: Approve check registers dated December 06, 2024, December 13, 2024, December 20, 2024, January 03, 2025, and January 10, 2025.

C. State Division of Boating and Waterways Grant Application for the Cliff Drive Resiliency Project

Recommended Action: Adopt a resolution authorizing the submittal of an application for the Shoreline Erosion Protection Grant from the State of California Department of Parks and Recreation, Division of Boating and Waterways.

D. Park Reservation Permit Review

Recommended Action: Receive a six-month progress report on Administrative Policy V-21: Park Reservation Permit Use Policy.

E. RFP for Climate Action Plan Updates

Recommended Action: Authorize staff to issue a Request for Proposals (RFP) to seek a consultant to update the City’s Climate Action Plan.

F. Affordable Housing Development Loan Amendment

Recommended Action: Adopt a resolution rescinding Resolution No. 4393 and reauthorizing the City Manager to execute an Amended and Restated \$1,600,000 Loan Agreement with MP Rail Trail Associates, LP to fund development of 52 residential units affordable to low-income households at 1098 38th Avenue and allocating \$449,376 of PLHA Funds and \$900,624 of Housing Successor Agency Funds thereto, and amending the FY 2024-25 Budget.

8. General Government / Public Hearings

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

A. Short Term Wharf Events

Recommended Action: Receive report regarding the City events held on the Capitola Wharf during 2024 and provide direction regarding plans for 2025.

B. City Council Appointments to City Advisory Bodies

Recommended Action: Appoint members of the public to the City of Capitola’s Art and Cultural Commission, Commission on the Environment, Finance Advisory Committee, and Historical Museum Board; appoint a member of the public as an alternate to the Santa Cruz County Regional Transportation Commission Bicycle Advisory Committee.

C. CDBG Program Income Funds

Recommended Action: 1) Conduct a public hearing and receive public comment regarding Program Income and its eligible uses; 2) adopt a resolution allocating \$160,240.62 of Program Income for the Community Center Rehabilitation Project; and 3) adopt a resolution amending the FY 2024-25 budget.

D. Community Center Renovation Project

Recommended Action: Staff recommends the City Council: 1) approve the construction contract for the Capitola Community Center Renovation Project with SSB Contracting, Inc. in the amount of \$4,726,000, including selected additive alternates.; 2) authorize the Public Works Department to issue a notice to proceed upon final contract execution; 3) approve Amendment 3 to the Professional Services Agreement with Boone Low Ratliff Architects for design consultant services for the Project in the amount of \$18,320, for a total contract amount of \$579,033; and 4) adopt a resolution adopting the NEPA and CEQA determination and amending the FY 2024-25 Budget.

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

Recommended Action: Review appointments of City Council representatives on regional boards and committees and City advisory bodies.

9. Adjournment - *The City Council will hold a special meeting on February 4, 2025, at 12:00 PM. The next regularly scheduled City Council meeting is on February 13, 2025, at 6:00 PM.*

How to View the Meeting

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

Other ways to Watch:

Spectrum Cable Television channel 8

City of Capitola, California YouTube Channel

To Join Zoom Application or Call in to Zoom:

Meeting

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

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

Meeting ID: **833 2817 3113**

Meeting Passcode: **678550**

How to Provide Comments to the City Council

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

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

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

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

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

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

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

Gautho, Julia

From: John <jxmuly@gmail.com>
Sent: Saturday, January 25, 2025 2:43 PM
To: City Council
Subject: Prediction Margaux

If top 2

Alex and Melinda
Margaux 1
Dennis 2

Joe and Gerry
Sue 1
Margaux 2

Margaux wins

If top 3

A & M
Margaux
Dennis
Enrique

G & J
Sue
Margaux
Enrique or switch Margaux and Enrique

Margaux wins

Lot of work just to force in the state backed candidate we just voted out imo.

Warmly JM

Gautho, Julia

From: Marian Weldon <mgweld@me.com>
Sent: Saturday, January 25, 2025 2:13 PM
To: City Council
Subject: Vacant City Council Seat

Marian Weldon
920 Capitola Ave. Spc #18
Capitola, CA 95010
mgweld@me.com
408-507-5805
01/25/2025
Capitola City Council
City of Capitola
420 Capitola Avenue
Capitola, CA 95010

Dear Honorable Members of the Capitola City Council,

I am writing to express my strong support for the appointment of Margaux Morgan to the vacant City Council seat. Margaux's previous four years of service on the City Council, including her time as Mayor, exemplify her dedication and ability to lead Capitola through both challenges and opportunities.

During her tenure, Margaux demonstrated exceptional leadership as she guided the city through the aftermath of devastating cyclone storms that destroyed the wharf. Her commitment to restoring the wharf and supporting the community during this time showcased her resilience, collaborative spirit, and dedication to Capitola's recovery and future.

Margaux's perspective is unique and deeply valuable, not only as a small business owner and someone who works directly in Capitola Village but also as the ninth woman to ever serve on the City Council. Her voice is essential in ensuring diverse representation that reflects our community. Her lived experience as a local entrepreneur and active member of the Village brings a voice to the council that is currently underrepresented.

Her proven track record on the Council, her experience as a business owner, and her dedication to representing all facets of our community make her an ideal candidate for this role. Margaux Morgan's appointment would bring experienced leadership, a vital perspective, and a commitment to ensuring Capitola continues to thrive.

Thank you for considering my support of Margaux Morgan's appointment. I am confident that her service on the City Council will benefit the City of Capitola and its residents.

Sincerely,

Marian Weldon

Gautho, Julia

From: John <jxmuly@gmail.com>
Sent: Sunday, January 26, 2025 10:20 AM
To: City Council; Gautho, Julia
Subject: Re: Prediction Margaux

Now throw in Peter and assume Enrique was never being considered it was a path to Margaux.

2
AM
M
P

GJ
S
P

P wins

3
AM
M
P
D

GJ
S
P
M

A tie. Always a shame Kristen isn't my friend. She and I would be formidable.

I'm excited. I lean Dennis my fav choice atm. Enrique second. Then Peter (although if he would embrace roundabouts I'm more into him). To any candidates who read these like me I would crush finance commissioner. I get budgets.

Warmly JM

> On Jan 25, 2025, at 2:43 PM, John <jxmuly@gmail.com> wrote:

- >
- > If top 2
- >
- > Alex and Melinda
- > Margaux 1
- > Dennis 2
- >
- > Joe and Gerry
- > Sue 1
- > Margaux 2

- >
- > Margaux wins
- >
- >
- >
- > If top 3
- >
- > A & M
- > Margaux
- > Dennis
- > Enrique
- >
- > G & J
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- > Margaux
- > Enrique or switch Margaux and Enrique
- >
- > Margaux wins
- >
- >
- > Lot of work just to force in the state backed candidate we just voted out imo.
- >
- >
- > Warmly JM

Gautho, Julia

From: Elisabeth Bertrand Russell <ebertrandrussell@hotmail.com>
Sent: Sunday, January 26, 2025 8:59 PM
To: City Council; Clarke, Joe; Gerry Jensen; Melinda Orbach; Pedersen, Alexander; Gautho, Julia
Subject: Capitola City Council Business - Appointment Recommendation to fill the vacated seat city council member seat - Susan Westman

Dear Honorable Members of the Capitola City Council,

As a Capitola citizen for 25 years, I would like to respectfully ask you to select Susan Westman as the candidate to take the seat on the Capitola City Council that was vacated. I firmly believe Susan Westman is the absolute best person to serve our city at this time.

Susan has stepped up repeatedly to serve our city during unexpected shortages of trained staff at the most senior levels, as well as serving on our major city commissions. In addition, she possesses a depth of work experience in the extremely complex and highly regulatory world surrounding state mandated affordable housing coupled with the state regulations on sustainable land use/development. At this point in time, our city council needs a seasoned and strong member who can support optimal solutions and can work effectively from day one on the city council. Susan IS that person. In her work in professional community development, she has demonstrated her capability of attracting and securing economic development for Capitola. Our city is at a critical juncture and needs our fifth city council member to be able to hit the ground running. Susan will do this for the citizens of Capitola.

I personally had the privilege of working with Susan as a colleague during my 14 years as the AMBAG Director of Special Projects focused on Climate Planning and Energy Efficiency. Susan works effectively in engaging the local community, brings a professional and welcoming attitude to every meeting, brings the wisdom of her extensive experience into any deliberation. Susan also brings a tireless work ethic and a commitment to see every project through to its ultimate completion.

I respectfully ask you to appoint Susan Westman to fill the vacated term.

Best wishes,

Elisabeth Bertrand
601 Monterey Avenue
Capitola, CA 95010
ebertrandrussell@hotmail.com

Gautho, Julia

From: Jacques Bertrand <jacques.bertrand@sbcglobal.net>
Sent: Sunday, January 26, 2025 9:09 PM
To: City Council
Subject: I support Susan Westman to fill the two year opening on the Capitola City Council

Dear City Council Members,

My support is based on Susan's consistent dedication to Capitola and her extensive experience in local government.

She has stepped in to fill multiple roles during Capitola's time of need. Her resume says it all.

She has used her experience serving other communities in Northern California to develop perspective. We need this experience in Capitola.

Consider how valuable this will be for Capitola and its citizens going forward; our city is facing some serious challenges.

Susan Westman will be a wise guide in the troubled waters to come.

I strongly support Susan to be appointed to our governing body.

Regards,

Jacques Bertrand
Former City Treasure, member of City Council and Mayor

Gautho, Julia

From: capcouncil@aol.com
Sent: Monday, January 27, 2025 8:43 AM
To: City Council
Subject: Council Appointment

Council Members,

You have a unique opportunity to accomplish something special for the citizens of Capitola. Instead of making a political appointment. You have a chance to pick a council replacement that is a member of the community and isn't interested in furthering their career beyond the next two years. That is exactly what Capitola needs right now. A place holder. To that end. Susan Westman is the only person applying for that position that will bring the experience needed to keep the continuity of the council together. She doesn't have an agenda or the interest to run in two years. Her history in Capitola is unparalleled. Her previous roles in city government as a City Manager (Belmont) and Community Development Director (Capitola) can only help mentor the other council members to become better at their jobs. We hope you agree that Capitola can absolutely benefit from her appointment.

Thanks for your attention,

Bruce and Dori Arthur

Gautho, Julia

From: Gayle Ortiz <gayle@gocapitola.com>
Sent: Friday, January 24, 2025 4:26 PM
To: City Council
Subject: Council appointment
Attachments: Council appointment.docx

Follow Up Flag: Follow up
Flag Status: Flagged

Thank you for including this in the additional pack materials. Can you please let me know you got this email, not sure this is still the right council email address?

Gayle

To: Capitola City Council
From: Gayle Ortiz
Re: council member appointment

January 24, 2025

I would like to encourage you to give Susan Westman's application serious consideration. There couldn't be another applicant that has more experience than Susan.

Her career has been in city and county government, spanning jobs as city manager, planning official and fire protection.

With most of the current council being so new it would be wise to have someone with her experience.

I've worked with Susan on several projects. Her ability to bring differing opinions to a resolution is one of her strongest attributes. As well, she is adept at diffusing charges situations.

It is likely that something will be coming forward regarding the mall development in the next couple years. Susan would be a strong voice in protecting Capitola's interests in these negotiations.

Thank you for hearing me out. Often, older voices go unheard. This is a very young council, and the addition of a senior voice should be considered.

Gayle Ortiz

Gautho, Julia

From: John <jxmulry@gmail.com>
Sent: Friday, January 24, 2025 4:20 PM
To: City Council
Subject: Peter Wilk huh

Follow Up Flag: Follow up
Flag Status: Flagged

Hmmmm. Why can't he be for roundabouts? I'm all for Kristen in the end. Love her ideas. Dig her policy knowledge and drive. She just wouldn't talk to me because I was mean to Yvette too silly.

Dennis would be great for the city folks. Alex and Melinda I would put his name after Margaux if not Enrique (still the best choice hits the demos and will be a good in between never siding with one block).

Gerry and Joe. Put any names but Margaux's. If you put her name on your list she wins and unironically so do I lol. Trees compete for space in all directions at once.

Dennis Norton was on my list of hope they apply and think they will for sure. A great compromise candidate just doesn't hit the demos. Understand walkability equals wealth and quality of life plus well qualified. Deep institutional and professional housing chops.

Anyone who votes for me in their top 4 will learn my devotion to Sulla is genuine. I was never going to get votes but nothing wrong with giving folks a chance. This all assumes I attend the meeting. I would bet against that however,

Top choice Enrique
 Then Dennis
 Then why not Sue Westman just because what fun making her my third choice

Some new names in this agenda for me. Always a bonus. Good chat neighbors.

Warmly JM

Gautho, Julia

From: Marty Proctor <m.proctor@nhs-inc.com>
Sent: Tuesday, January 28, 2025 9:08 AM
To: City Council
Subject: Possible Spam Susan Westman for city council

Dear Council Members,

Hello!

As a long-time resident of Capitola, I would like to formally nominate Susan Westman to fill the vacant Council position left by Yvette Brooks.

I believe Susan would be an excellent addition to the Council, and I am confident that she will serve our community with dedication and integrity.

Thank you!
Best regards,

Marty Proctor

Gautho, Julia

From: Courtney Christiansen <courtney@fusearchitecture.com>
Sent: Monday, January 27, 2025 9:24 PM
To: Gautho, Julia; City Council
Subject: Letter of Endorsement: Susan Westman for City Council

Dear Honorable Mayor and Council,

I am writing to offer my strong recommendation for Susan Westman to fill the open City Council position. Susan's experience and dedication to our community are unmatched, and her record within Capitola's government speaks volumes.

I have personally witnessed Susan's exceptional leadership and fairness as a Planning Commissioner. Her deep knowledge of city zoning ordinances, combined with her commitment to impartiality, was evident in every decision she made. Given her profound understanding of city operations and history, Susan is uniquely positioned to provide invaluable insight to the current council.

With a council that is predominantly made up of new members, bringing someone like Susan on board would be incredibly beneficial. Having worked with her as part of the Capitola Planning Commission, I can attest to her remarkable ability to navigate conflicts and unite differing perspectives in a constructive and collaborative manner - communicating with each applicant in an informative way, always with clear direction and leadership.

Thank you for considering Susan Westman for this important position. I am confident that her appointment would bring a positive and lasting impact to both the Council and the City.

Warm regards,

Courtney Christiansen

Gautho, Julia

From: Jennifer Wiens <jen_wiens@yahoo.com>
Sent: Monday, January 27, 2025 8:25 PM
To: City Council
Subject: Concerned Citizen - hoping for the best option

Hello Capitola city Council,

I understand that the open city council seat is currently under review for a new candidate. I believe there will not be a new election so I want to have my voice heard as a 15 year resident in Capitola.

There is one person I know is putting their name up for the seat. Someone who has always supported and worked for the best for Capitola.

Her experience and dedication to the community is amazing and we just need some stability and a good steward of the city until the next election.

I am speaking of Susan Westman. I hope you strongly consider her to hold the seat on city council to keep stability in this uncertain time. The city needs this.

Best,

Jennifer Wiens and on behalf of Trevor Wiens

Residents at 409 Loma Ave

[Sent from Yahoo Mail for iPhone](#)

Gautho, Julia

From: Cybele Candau <ccandau@yahoo.com>
Sent: Monday, January 27, 2025 6:36 PM
To: City Council
Subject: Vacant City Council Seat

Dear Council Members and decision-makers,

As a Capitola resident and a long-time community member and Soquel High School teacher, I am writing to express my concerns over the choice to fill the currently vacant City Council seat.

Susan Westman is the best option to support the current and future of Capitola. Her depth of experience and historical understanding of our community combined with her forward-thinking vision of how we can maintain the unique elements of our town as we move into the future are unsurpassed.

As a community, we need someone who cares deeply about Capitola as a whole: its residents, its unique elements, and its draw as a tourist destination. Susan is the best choice as steward of the city we know and love until the next election.

Thank you so much,
Cybele Macy Candau
pronounced (Sib-elle Macy Can-dough)
831.818.3793

Gautho, Julia

From: Capitola Morrissey <morrisseycapitola@gmail.com>
Sent: Monday, January 27, 2025 6:28 PM
To: City Council
Cc: Capitola Morrissey
Subject: Support for Susan Westman

Dear Capitola City Council Members:

I am writing to give my full and unqualified support for appointing Susan Westman to the open Capitola City Council seat on Thursday night.

The entire Capitola community was inspired by your collective leadership at the recent Capitola City Council meeting where you changed course and opted for an open, transparent and community-based process to fill the open Capitola City Council seat.

Now is the time to demonstrate the same level of selfless and forward-looking leadership to vote for appointing Susan Westman to the open seat.

Susan's resume and experience highlight her deep expertise in all aspects of city governance and business operations. As important, her executive leadership skills and solutions-oriented approach to problem solving provide the Capitola City Council and community an opportunity to unite in our work to help Capitola thrive as a growing and vibrant community.

Susan has no personal political agenda or aspiration, except to do what's best for Capitola in both the short and long term.

Many of us in the community believe this is a mission-critical appointment. Susan's leadership and experience will help the Capitola City Council quickly become a high performing team that is capable of addressing the challenges that are ahead of us.

Thank you for your service. I look forward to sharing my views publicly Thursday night at the meeting.

Michael Morrissey
Capitola

Gautho, Julia

From: Edmundo Ortega <ed.ortega@gmail.com>
Sent: Monday, January 27, 2025 6:20 PM
To: City Council
Subject: City Council Vacancy

Dear members of the council,

Regarding the vacancy on the city council, I highly recommend the appointment of Susan Westman. I've known Susan for forty years, since she was a city planner and manager, and she has remained a steadfast supporter of our community the entire time.

I believe Susan's long tenure in the community gives her the perspective to help make the kind of long-lasting decisions that will be best for Capitola. She is also very well-versed in how cities are run, having managed several during her career. This combination of practicality, devotion to service, and hard-won wisdom would be hard to find in any candidate.

Thank you for your attention,

Ed Ortega
1806 47th Ave
Capitola

Gautho, Julia

From: John Martorella <martorella1115@gmail.com>
Sent: Monday, January 27, 2025 5:32 PM
To: City Council
Subject: Council vacancy

Hello all,

I am writing this letter to support Susan Westman for a position within the city council of Capitola.

I have known Susan for over 30 years and feel confident with her knowledge and experience that it will bring a contribution to the team which is exactly what we need to keep Capitola moving forward.

Thank you,
John Martorella

Gautho, Julia

From: Mikaela Martorella <martorellamikaela@gmail.com>
Sent: Monday, January 27, 2025 5:27 PM
To: City Council
Subject: Susan Westman City Council

Dear City Council I am writing to show my support that you select Susan Westman to fill the vacancy on the city council. Susan's proven track record, including being the former city manager, will be key to lead Capitola through the next two years with the number of changes facing our city. Susan is clearly the best choice. Thank you. Sincerely,

Mikaela Martorella
503 Riverview Drive, Capitola Ca, 95010

Gautho, Julia

From: Meghan D Morrissey <mdmorrissey@sbcglobal.net>
Sent: Tuesday, January 28, 2025 9:10 AM
To: City Council
Subject: Support for Susan Westman

Dear City Council Members-

I am writing to express my strong support for appointing Susan Westman to the open City Council seat.

It is necessary and in the Council's best interest to appoint a candidate who can hit the ground running with strong leadership skills, expertise on the issues Capitola is currently facing and an ability to mentor fellow council members who are all relatively new to their positions.

To begin, I would like to point out that the democratic process, via the November election, was clear in that **the residents of Capitola voted NOT to elect two of the current applicants as City Council members**, and instead chose two other citizens to represent them by a large margin.

Mr. Jensen received 2759 votes, Ms. Orbach 2335 votes, Ms. Morgan 1560 votes and Mr. Dolmo 1430 votes. Ms. Morgan should have been a clear favorite as an incumbent, but instead the voters chose to remove her and selected other candidates. She was clearly voted out and therefore should not be appointed to this position. Mr. Dolmo has run in the past two elections and lost in both.

The voters have spoken regarding these two candidates, and the Council should be listening. **The residents of Capitola want stronger, more responsive, experienced leaders on the City Council.**

It is also important to address when a large number of our population is unrepresented. Older women, who make up a substantial portion of our community, have had very little representation on the council in the past and currently have none. If we consider the demographics of Capitola, women make up 52% of total voters and women 60+ make up 46% of that total. It is also important to note that 78% of likely voters in Capitola are ages 50+ based on voter behavior in recent elections.

Susan Westman not only represents this segment of Capitola voters, but her resume speaks to her incredible experience in city government over a long career. She has served in Capitola for a majority of these years, both as a volunteer on the Planning Commission, and as a city employee in numerous positions. She can hit the ground running and assist this Council in addressing the issues she so clearly defined in her application. There is no other candidate with the breadth of experience that is so needed in Capitola at this moment in time.

Susan Westman clearly states that she is not interested in serving more than two years, until our next election in November of 2026. She will be focused on service to the city and on responding to the needs of our community, which is asking for much stronger leadership and experience at this time.

Thank you for considering Susan Westman as the appointee for City Council.

Sincerely,

Meghan Morrissey
Capitola Resident

RECEIVED

JAN 27 2025

CITY OF CAPITOLA
CITY CLERK'S OFFICE

1/21/25

Re: **Susan Westman Endorsement for Capitola City Council**

To whom it may concern:

Susan Westman exemplifies the subtle balance of civil service with political wisdom. Having raised multiple generations in the heart of Capitola she has watched her family and community grow and evolve with our everchanging social environment. Involving herself in community and school events throughout the years has set a solid foundation for her commitment to service. Eventually graduating to her several year stint on the Capitola City Planning Commission she has proven to understand the process and players and how to maintain focus on coming up with solutions using the steadfast traditions that form and maintain our City's enduring identity.

In our rapidly changing technological society we watch as "faster, cheaper, more profitable" mantras rule the vast majority of our decisions. As a Development Manager for such firms as KKR, The Carlyle Group, and Liberty Mutual investments, I oversee extensive projects in IOS, multifamily, and office/industrial development and construction partnerships. Working with municipalities across the western region I understand the dynamics of necessary growth (sometimes laced with untamed ignorant greed). The '*charm*' of Capitola is now less a place to escape this daily grind, but rather a commodity within it. While we are invariably driven to move forward we need to navigate new growth by fortifying our deep roots to help us rise above. Staunch plans to mitigate rapid growth, stepping back and fortifying our fiscal commitments, learning from local history (and past mistakes), escaping the confines of State mandates, maximizing physical land constraints, and maintaining the City's base identity are topics of debate and discussion that Susan and I have shared over coffee on multiple occasions. Her commitment to engaging in the solutions rather than spinning on the opinions shows her drive to continue to help her family and community persevere. Capitola not only needs strong leaders, but also learned wisdom.

Susan Westman knows her friends and family (community) and whom she is wishing to serve.

Susan Westman has a practical knowledge of the City Councils responsibilities without the drive or ego to askew her vision.

Susan Westman offers viable communication to all inquiries and opinions with the City's longevity and prosperity at heart.

Susan Westman listens and hears opinions, but also projects a strength and intelligence in delegating the wisdom of her own.

Susan Westman can bring viable skills to help strengthen and balance an already talented body of leadership. Please consider Susan for the Capitola City Council open seat to help our village thrive.

Most Sincerely,

Brian M. Candau

Development Manager/long time family friend/Capitola resident/Susan W supporter

Brian.candau@edwardsdev.com

831.818.5891

Gautho, Julia

From: Emmy Mitchell-Lynn <emmythehistorian@gmail.com>
Sent: Monday, January 27, 2025 11:02 AM
To: City Council; Gautho, Julia
Subject: Recommendation for Enrique Dolmo Jr. for Capitola City Council Appointment

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Capitola City Council Members,

I am writing to recommend Enrique Dolmo Jr. for appointment to the Capitola City Council. As president of the Capitola Historical Museum Board of Trustees, I've had the privilege of working with Enrique and can confidently attest to his thoughtful leadership, steadfast dedication, and deep care for our community.

For 14 years, Enrique has been a devoted member of Capitola, consistently finding ways to contribute meaningfully. His roles at New Brighton Middle School—including Athletic Director, Campus Supervisor, and CSEA Union President—demonstrate his ability to lead with calm determination, advocate for others, and uphold the values that make Capitola a special place.

Enrique is the kind of person who listens intently, considers all perspectives, and makes decisions with care. His approachable and considerate demeanor has earned him the respect of those he works with, and his commitment to Capitola ensures he prioritizes what matters most to our community. He understands the importance of preserving the character and stability of our city while also taking measured steps to address the needs of its residents.

While I recognize Margaux's prior service on the council, I believe Enrique offers a fresh perspective and proven dedication to Capitola's residents, making him the stronger choice at this time. He brings the right balance of familiarity with our community and a renewed energy that would benefit Capitola while respecting its established values and priorities. His appointment would reflect Capitola's dedication to steady, engaged leadership and to representing the heart of our city.

Enrique has been an invaluable member of the Capitola Historical Museum Board of Trustees. His thoughtful contributions and positive presence have been deeply appreciated, and I believe this appointment is a natural next step for him to expand his service to our community.

Thank you for considering this recommendation. I am confident Enrique will be a respectful, reliable, and conscientious addition to the City Council.

Sincerely,
 Emmy Mitchell-Lynn
 President, Capitola Historical Museum Board of Trustees

Written 1/16/25; Submitted 1/27/25

Gautho, Julia

From: KELLY SPENCER <kellyspencer@aol.com>
Sent: Monday, January 27, 2025 11:40 AM
To: City Council
Subject: Susan Westman

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Council,

What a gift it is for the City of Capitola that Susan Westman has applied for the vacant council seat.

She is a bright, experienced, no nonsense leader!

She would bring a wealth of experience and knowledge that would be of great value to the council and citizens of Capitola.

Regards,

**Kelly Spencer
Gilroy Street
Capitola**

Gautho, Julia

From: Ron Burke <rburke477@gmail.com>
Sent: Monday, January 27, 2025 11:58 AM
To: City Council
Subject: Council Candidate Endorsement

Follow Up Flag: Follow up
Flag Status: Flagged

Hello, Capitola Council members,

Your appointment of Yvette Brooks' council seat replacement is one of importance to the near and long-term needs of our city. As a former Planning Commissioner and involved citizen, I surmise that this candidate needs to possess the following qualifications:

- Broad experience in local government
- Tenure with an understanding of our town's history
- Understanding of current challenges confronting our community
- Desire to bring parties together to arrive at mutually beneficial solutions
- Demonstrated common sense in decision making

The only candidate I am aware of who has applied for this vacancy and whom meets this set of base criteria is Susan Westman, thus I respectfully request your earnest consideration of Susan in the role of Council member for the City of Capitola.

Ron Burke

Gautho, Julia

From: Woodmansee, Chloe
Sent: Monday, January 27, 2025 12:02 PM
To: Gautho, Julia
Subject: FW: Letter for Council Meeting
Attachments: Susan Westman .docx

FYI

Warmly,
Chloé Woodmansee (she/her)
Assistant to the City Manager - City of Capitola
831.475.7300 x220



From: Christine McBroom <cmcroom@lanaifinancialsolutions.com>
Sent: Sunday, January 26, 2025 6:02 PM
To: Woodmansee, Chloe <cwoodmansee@ci.capitola.ca.us>
Subject: Letter for Council Meeting

Hi Chloe

I hope I made it in time.

Can you please add my letter to the council meeting packet for Thursdays meeting.

Sincerely,
Christine



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with a better view...*

Christine R. McBroom, AAMS®
Wealth Advisor · CA Insurance License #0G47335

1066 41st Avenue Suite A101
Capitola, CA 95010

☎ [831.476.7300](tel:831.476.7300) 🖨 [888.675.2501](tel:888.675.2501)

✉ cmcroom@lanaifinancialsolutions.com

🌐 www.lanaifinancialsolutions.com



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Dear Council Members

As you consider your appointment for someone to serve alongside you, I encourage you to weigh the candidate's experience with development and planning, their ability to collaborate effectively, and their knowledge of Capitola's inner workings.

Looking ahead, I believe Capitola would benefit greatly from the expertise and experience of Susan Westman. Susan has a proven track record, having served as our City Manager, as an Community Development Director, and currently as a member of the Planning Commission. With significant planning initiatives on the horizon, Capitola would be well-served by someone with Susan's depth of experience in these critical areas.

Additionally, Susan's professional rapport with the current City Council Members and staff would foster meaningful, informed discussions and support thoughtful decision-making on the pressing issues Capitola faces today.

Thank you for your time and dedication to our community.

Sincerely,

Christine McBroom

Gautho, Julia

From: Susan McPeak <susan@thedalesgroup.com>
Sent: Monday, January 27, 2025 12:03 PM
To: City Council
Subject: Letter in Support of Margaux Morgan
Attachments: letter of support .docx

Follow Up Flag: Follow up
Flag Status: Flagged

Susan McPeak
 912 Ponselle Ln
 Capitola, CA 95010
Susan@thedalesgroup.com

1/27/2025

Capitola City Council
 City of Capitola
 420 Capitola Avenue
 Capitola, CA 95010

Dear Honorable Members of the Capitola City Council,

As a small business owner and proud resident of Capitola, I am writing to express my enthusiastic support for the appointment of Margaux Morgan to the vacant City Council seat. Margaux's previous four years on the City Council, including her time as Mayor, highlight her unwavering dedication and proven ability to guide Capitola through both challenges and opportunities.

During her tenure, Margaux displayed extraordinary leadership, particularly in the aftermath of the devastating storms that caused severe damage to the wharf. Her steadfast commitment to restoring this critical part of our community, while providing support to residents and businesses during that difficult time, underscored her resilience, collaborative mindset, and deep dedication to Capitola's recovery and future prosperity.

Margaux brings a unique and invaluable perspective to the table. As a small business owner and someone who works daily in Capitola Village, she has firsthand experience with the issues that matter most to our community. Furthermore, as only the ninth woman to serve on the City Council, Margaux's voice is instrumental in ensuring diverse representation that truly reflects the vibrant and multifaceted nature of Capitola. Her lived experience as a local entrepreneur and active community member offers insights and representation that are currently underrepresented.

Margaux's proven track record on the Council, her practical experience as a business owner, and her steadfast dedication to representing every corner of our community make her an ideal candidate for this appointment. Her leadership, perspective, and commitment to fostering Capitola's success are qualities that will greatly benefit the city.

Thank you for taking my support for Margaux Morgan into consideration. I am confident that her return to the City Council will serve the best interests of Capitola and its residents.

Sincerely,



Susan McPeak
 TDG Principal, Creative Director

--

Susan McPeak
Direct Line: 517 214 4681



Susan McPeak
Principal, Creative Director
Marketing, PR, Web



Susan McPeak
912 Ponselle Ln
Capitola, CA 95010
Susan@thedalesgroup.com

1/27/2025

Capitola City Council
City of Capitola
420 Capitola Avenue
Capitola, CA 95010

Dear Honorable Members of the Capitola City Council,

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Margaux brings a unique and invaluable perspective to the table. As a small business owner and someone who works daily in Capitola Village, she has firsthand experience with the issues that matter most to our community. Furthermore, as only the ninth woman to serve on the City Council, Margaux's voice is instrumental in ensuring diverse representation that truly reflects the vibrant and multifaceted nature of Capitola. Her lived experience as a local entrepreneur and active community member offers insights and representation that are currently underrepresented.

Margaux's proven track record on the Council, her practical experience as a business owner, and her steadfast dedication to representing every corner of our community make her an ideal candidate for this appointment. Her leadership, perspective, and commitment to fostering Capitola's success are qualities that will greatly benefit the city.

Thank you for taking my support for Margaux Morgan into consideration. I am confident that her return to the City Council will serve the best interests of Capitola and its residents.

Sincerely,

A handwritten signature in black ink, appearing to be 'SM', written in a cursive style.

Susan McPeak

Susan McPeak Direct Line ● (517) 214-2681

912 Ponselle Ln. Capitola, CA 95010

Gautho, Julia

From: Barbara Graves <Capitola@dancin.biz>
Sent: Monday, January 27, 2025 1:02 PM
To: City Council
Subject: please appoint Dennis Norton for 2-year term

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Capitola City Council Members,

I thank Councilmember Yvette Brooks for her service and wish her all the best in her new position.

As a longtime resident of Capitola and former member of various City committees, I'm writing to ask that you appoint former Mayor Dennis Norton for the 2-year term remaining in her term. Dennis listens. He gets things done! Dennis has proven his worth to our community as a public servant and as a volunteer, but more than that, he has served the needs of residents even when it's not in his own self-interest. Although I've sometimes disagreed with Dennis politically, I can always see the integrity of his vision.

For these reasons and many more, I ask you to choose Dennis Norton to serve the remainder of Ms. Brooks' term.

With Gratitude,
Barbara Graves
PO Box 1640, Capitola, CA 95010

Gautho, Julia

From: Christie Donaldson <christieadonaldson@gmail.com>
Sent: Monday, January 27, 2025 2:34 PM
To: City Council
Subject: Susan Westman for City Council

Dear City Council Members,

I was thrilled to learn that Susan Westman applied to the council's open position. I first met Susan at a Soquel Elementary Back to School BBQ when she was serving food to support her grandkids.

I have had the opportunity to connect with Susan on a variety of community initiatives and issues since then. She is a wealth of knowledge, very level headed, open minded, and cares deeply about Capitola and the people that live here.

I strongly recommend you carefully consider her qualifications and select her based on her substantial experience and deep understanding of our city's needs.

Sincerely,

Christie Donaldson
4725 Opal St., Capitola CA 95010

Gautho, Julia

From: Brian Winterhalder <bwinterhalder@gmail.com>
Sent: Tuesday, January 28, 2025 11:06 AM
To: City Council
Subject: Council Member Vacancy

To Whom it May Concern,

I'm writing you to endorse Susan Westman to fill the Capitola City Council vacancy left open by Yvette Brooks. Susan (as you know) is more than well qualified with an extensive history of service in local government as well as a stellar reputation.

Respectfully Submitted

Brian Winterhalder
Capitola resident

Gautho, Julia

From: TMW <tmacwinter@gmail.com>
Sent: Tuesday, January 28, 2025 10:57 AM
To: City Council
Subject: Capitola City Council appointment

To Whom It May Concern...

I am a Capitola resident/home owner and am writing to support the appointment of Susan Westman to replace Yvette Brooks as a council member.

She is highly qualified having been the former city manager, planning commissioner and past council member.

Please consider her for the position, she has the experience, the previous leadership and most importantly cares about our community.

Thank You,
Tracy Winterhalder

Sent from Gmail Mobile

Gautho, Julia

From: Carin Hanna <carinhanna@aol.com>
Sent: Tuesday, January 28, 2025 11:47 AM
To: City Council
Subject: Item 4A

Follow Up Flag: Follow up
Flag Status: Flagged

To the City Council,

How fortunate for the residents of Capitola that Planning Commissioner Susan Westman has applied for the interim council position. Susan not only has experience at all levels of city government, knows how to run a meeting, is a long time city resident but essentially has had no controversy associated with any of the various positions in and around Capitola. Her historical knowledge would be a huge asset to the current members. Since she has indicated that she would not consider running for election after the two year period, the concern about giving someone an advantage at the next election would not be a factor.

We hope you select Susan Westmen for the position.

Carin Hanna
Former Capitola City Council Member
Glenn Hanna

Former Capitola City Treasurer

Gautho, Julia

From: heatherohara36@yahoo.com
Sent: Tuesday, January 28, 2025 12:30 PM
To: City Council
Subject: empty seat on council

Follow Up Flag: Follow up
Flag Status: Flagged

I implore you to do the right thing in this situation.
I hear that people want transparency, the election did just that.
Ms Morgan and Mr Dolmo both went through the process and should be the only ones considered to fill the seat.
An application process is not transparent because the people of the city are not voting. I find it an easy way for anyone to step in and not go through the election process.
Ms Morgan is the right choice.

Heather OHara

Gautho, Julia

From: Tory Delfavero <tory.delfavero@sbcglobal.net>
Sent: Tuesday, January 28, 2025 1:14 PM
To: City Council
Subject: Susan Westman - Council Appointment

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Council-

I would like to share my support for Susan Westman to fill the vacant council member seat as a resident of Capitola and her daughter.

I invite you to look deeply at ALL the candidates' resumes and applications to see how they align with the needs of the City.

My kids and I are incredibly proud to see her file for this vacancy to preserve the best of Capitola's past, step up to address the current challenges facing the City, and plan for the future.

The Council has an opportunity to appoint someone who has an unparalleled understanding of Capitola's budget, municipal needs, and a genuine dedication to serving its residents.

Susan Westman is compassionate, diplomatic, and knowledgeable.

I look forward to attending the Council meeting Thursday to share more about the person behind the resume and application.

Kindly -
Tory Del Favero
Capitola

Gautho, Julia

From: michael@triadelectric.com
Sent: Tuesday, January 28, 2025 1:41 PM
To: City Council
Subject: city council appointment

Follow Up Flag: Follow up
Flag Status: Flagged

Dearest council members;

I know you find yourselves in a difficult situation, appointing a new council member to fill the vacancy without the benefit of a city wide election.

I am aware of the applications submitted to you and I wish it were more clear cut than it seems.

You are in the unenviable position of inevitably disappointing , at the very least, many fellow citizens. But not to worry, your decision is actually simple. I know, you ask yourselves "do I pick one of the most recent candidates"? "Do I choose the person who is most popular and has received the most letters of endorsement"? "Someone who has served"? "someone who has name recognition"?

Well, I would propose a simpler choice; pick the person you feel will make it a better council. The person who may have the most to bring to the table. Will it be someone with a deep institutional memory of our city? Will it be a person who has already served as a council member or planning commissioner? Well, that is for you to decide. But, whatever you do, get it done! Never fear, throughout your career you will always have citizens second guessing your choices always.

Keep in mind that you all have two years' experience at most so don't beat yourselves up for a bit of floundering, it happens.

I do not envy your place on Thursday night. Just know that the majority of your constituents appreciate your service and will tolerate a less than excellent performance from time to time.

Now get out there, smile, be sincere, and vote your conscience always.

sincerely

Michael Termini

Michael Termini PM
 Triad Electric inc.
 c-831-476-6206

Gautho, Julia

From: Margaux Morgan <margauxpmorgan@gmail.com>
Sent: Tuesday, January 28, 2025 1:36 PM
To: Gautho, Julia
Subject: [PDF] City Council Appointment
Attachments: ITEM-Attachment-001-7e1c13f1e6164ad1aaf8968639899d13.pdf; ITEM-Attachment-001-76ccff4e77045eabe9fff2d8ff152b3.pdf; ITEM-Attachment-001-0ec1ce6e95be45a1a74e41ce19aded4c.pdf; ITEM-Attachment-001-8cf2c3ff5c3f4870aa9793374b78309b.pdf; ITEM-Attachment-001-afe13b1e4a594422967598a4e8f6d4f0.pdf; ITEM-Attachment-001-c46a8b675b2749cfbd6c84b52daaf552.pdf; ITEM-Attachment-001-0371deb1764a40d08f1ab80a9c89d8ef.pdf; ITEM-Attachment-001-b4fccb7530174829af293fe248097701.pdf; ITEM-Attachment-001-982a697b8dc84c988ce940c7b55ac695.pdf; ITEM-Attachment-001-2404dbd398ac407e940793df755259e7 (1).pdf; ITEM-Attachment-001-2404dbd398ac407e940793df755259e7.pdf; ITEM-Attachment-001-7275d21722a84813869e71e0072671a5.pdf; ITEM-Attachment-001-dd0ddec6c9464140bb1e8d0a93a6b259.pdf; ITEM-Attachment-001-88a153e4c2b2470c929330d73a9deb42.pdf; ITEM-Attachment-001-894ddb3d86d64fbeb16c0057360f0c18.pdf; ITEM-Attachment-001-3d0e0368a74e4d8a86ffe3904925cb72.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Julia, I am attaching correspondence sent to the City Council in support of my appointment to the vacant position. These were received prior to the January 16th meeting, so I just wanted to put them back on record.

Thank you so much,
 Margaux Morgan

Gautho, Julia

From: Lori Mahan <lori.mahan@yahoo.com>
Sent: Thursday, January 9, 2025 1:04 PM
To: City Council
Subject: Margaux Morgan

Dear Capitola City Council,

With Mayor Brooks stepping down, I urge you to honor the runner up of the most recent election.

We should not spend City funds on a special election.

Please do not waste time on an application system and swiftly move forward with appointing Margaux Morgan to City Council.

Ms. Morgan has plenty of experience, has stood as Mayor during one of our most tumultuous years, even greeted and toured the President through our beloved city. She has knowledge of, and has been involved with the issues at hand and maintains great relationships with city staff, council, and the community.

Please do what is best for Capitola by supporting consistency, vision and loyalty to our city.

Sincerely,
Lori Mahan
504 Oak Drive
Capitola ca

Gautho, Julia

From: olson_steven@yahoo.com
Sent: Thursday, January 9, 2025 2:27 PM
To: City Council
Subject: Support for Margaux Morgan

I am writing to express my support for appointing Margaux Morgan to the council to serve the remainder of Yvette Brooks term. I have known Margaux for several years, and as some of you that served with her can attest, she is a smart, thoughtful, and dedicated person, whose experience on the council and as mayor, would be invaluable now. I also realize that there may be other former council members willing to take on this role, but I really think she brings a fresh perspective, and youthful energy, that will service our community best.

Sincerely,

Steve Olson
olson_steven@yahoo.com
831.419.6142
www.linkedin.com/in/swolson

Gautho, Julia

From: Hollis Snell <hollisbsnell@yahoo.com>
Sent: Wednesday, January 8, 2025 7:30 PM
To: City Council
Subject: Margaux Morgan to City Council

Dear Capitola City Council,

With Mayor Brooks stepping down, I urge you to honor the runner up of the most recent election.

We should not spend City funds on a special election.

Please do not waste time on an application system and swiftly move forward with appointing Margaux Morgan to City Council.

Ms. Morgan has plenty of experience, has stood as Mayor during one of our most tumultuous years, even greeted and toured the President through our beloved city. She has knowledge of, and has been involved with the issues at hand and maintains great relationships with city staff, council, and the community.

Please do what is best for Capitola by supporting consistency, vision and loyalty to our city.

Sincerely,
Hollis Snell

Gautho, Julia

From: Margaux Morgan <margauxpmorgan@gmail.com>
Sent: Thursday, January 9, 2025 2:47 PM
To: City Council
Subject: Vacancy Letter of Intent

Dear Capitola City Council,

While it is the end of an era to see Mayor Brooks step down, I want to put forth my letter of intent to occupy the new vacant seat on Capitola City Council.

I would be honored to serve the City of Capitola for the next 2 years while the City works through this transitional period. I can provide some up to date leadership as I have been serving the city for the last four years.

During my term in office I worked well with my fellow council members and our city staff to complete many successful projects. Affordable housing projects, rebuilding and reopening of the Municipal Wharf, moving forward with our City's strategic plan, passing measure Y to ensure the prosperity of our community, among many other things.

One of my main goals taking office was to have more community awareness, knowledge and engagement and I am seeing that come to fruition as we navigate this transition and I could not be more pleased.

I would be proud to assist this new council for the end of Mayor Brooks' term, creating space for more people to become informed, and up to date with upcoming decisions so that they may properly run for a seat on council in 2026.

Council, you have a hard decision ahead of you as to how to move forward and I will support your decision whatever it may be. Serving this beautiful city is not easy, and you are never going to be able to please everyone at once, but I have faith you will do what is best for our community.

Please, if you have any questions do not hesitate to reach out.

Best regards,
Margaux Morgan
Capitola City Mayor 2023

Sent from my iPhone

Gautho, Julia

From: Teri Snell <terileighsnell@gmail.com>
Sent: Wednesday, January 8, 2025 7:33 PM
To: City Council
Subject: Mayor

Dear Capitola City Council,

With Mayor Brooks stepping down, I urge you to honor the runner up of the most recent election.

We should not spend City funds on a special election.

Please do not waste time on an application system and swiftly move forward with appointing Margaux Morgan to City Council.

Ms. Morgan has plenty of experience, has stood as Mayor during one of our most tumultuous years, even greeted and toured the President through our beloved city. She has knowledge of, and has been involved with the issues at hand and maintains great relationships with city staff, council, and the community.

Please do what is best for Capitola by supporting consistency, vision and loyalty to our city.

Sincerely, Teri Snell

Gautho, Julia

From: Neal Stokes <curlyskidman@gmail.com>
Sent: Thursday, January 9, 2025 8:19 AM
To: City Council
Subject: Best for Capitola

Dear Capitola City Council,

With Mayor Brooks stepping down, I urge you to honor the runner up of the most recent election.

We should not spend City funds on a special election.

Please do not waste time on an application system and swiftly move forward with appointing Margaux Morgan to City Council.

Ms. Morgan has plenty of experience, has stood as Mayor during one of our most tumultuous years, even greeted and toured the President through our beloved city. She has knowledge of, and has been involved with the issues at hand and maintains great relationships with city staff, council, and the community.

Please do what is best for Capitola by supporting consistency, vision and loyalty to our city.

Sincerely,
Neal Stokes

Sent from my iPhone

Gautho, Julia

From: Kevin Zelter <zelv5@yahoo.com>
Sent: Thursday, January 9, 2025 7:39 AM
To: City Council
Subject: Margaux Morgan

Dear Capitola City Council,

With Mayor Brooks stepping down, I urge you to honor the runner up of the most recent election.

We should not spend City funds on a special election.

Please do not waste time on an application system and swiftly move forward with appointing Margaux Morgan to City Council.

Ms. Morgan has plenty of experience, has stood as Mayor during one of our most tumultuous years, even greeted and toured the President through our beloved city. She has knowledge of, and has been involved with the issues at hand and maintains great relationships with city staff, council, and the community.

Please do what is best for Capitola by supporting consistency, vision and loyalty to our city.

Sincerely,

Kevin Zelter
Santa Cruz County Resident

[Sent from Yahoo Mail for iPhone](#)

Gautho, Julia

From: robin elias <robinlelias@gmail.com>
Sent: Thursday, January 9, 2025 3:11 PM
To: City Council
Subject: City Council replacement

Dear Capitola City Council,

With Mayor Brooks stepping down, I urge you to honor the runner up of the most recent election.

We should not spend City funds on a special election.

Please do not waste time on an application system and swiftly move forward with appointing Margaux Morgan to City Council.

Ms. Morgan has plenty of experience, has stood as Mayor during one of our most tumultuous years, even greeted and toured the President through our beloved city. She has knowledge of, and has been involved with the issues at hand and maintains great relationships with city staff, council, and the community.

Please do what is best for Capitola by supporting consistency, vision and loyalty to our city.

Sincerely,
Robin Elias

Gautho, Julia

From: Sheryl Coulston <sheryl.coulston@gmail.com>
Sent: Wednesday, January 8, 2025 8:01 PM
To: City Council
Subject: Appoint Margaux Morgan to City Council

January 8, 2025

Dear Capitola City Council,

With Mayor Brooks stepping down, I urge you to honor the runner up of the most recent election.

We should not spend City funds on a special election.

Please do not waste time on an application system and swiftly move forward with appointing Margaux Morgan to City Council.

Ms. Morgan has plenty of experience, has stood as Mayor during one of our most tumultuous years, even greeted and toured the President through our beloved city. She has knowledge of, and has been involved with the issues at hand and maintains great relationships with city staff, council, and the community.

Please do what is best for Capitola by supporting consistency, vision and loyalty to our city.

Sincerely,

Sheryl Coulston
300 Plum St. #25
Capitola, CA 95010
831-227-9494
sheryl.coulston@gmail.com

Gautho, Julia

From: heatherohara36@yahoo.com
Sent: Wednesday, January 8, 2025 11:50 PM
To: City Council
Subject: Replacing Mayor Brooks seat on city council

With Mayor Brooks moving on to her next opportunity it leaves a vacancy on our city council. Having had an election recently it gives us a perfect candidate to fill in the remaining two years. The runner up.

Ms Morgan has plenty of current experience and knowledge of our city. She stood strong as our Mayor during a very difficult time for Capitola. Margaux has served our council with grace and class. I ask that our City Council and Staff waste no time or money on a special election or an application system.

Appointing Ms Morgan is the right and smart option in front of you.

Thank you
Heather OHara
20-year resident

Gautho, Julia

From: heatherohara36@yahoo.com
Sent: Wednesday, January 8, 2025 11:50 PM
To: City Council
Subject: Replacing Mayor Brooks seat on city council

With Mayor Brooks moving on to her next opportunity it leaves a vacancy on our city council. Having had an election recently it gives us a perfect candidate to fill in the remaining two years. The runner up.

Ms Morgan has plenty of current experience and knowledge of our city. She stood strong as our Mayor during a very difficult time for Capitola. Margaux has served our council with grace and class. I ask that our City Council and Staff waste no time or money on a special election or an application system.

Appointing Ms Morgan is the right and smart option in front of you.

Thank you
Heather OHara
20-year resident

Gautho, Julia

From: Mary Cahalen <mbbythesea@aol.com>
Sent: Thursday, January 9, 2025 6:48 AM
To: City Council
Subject: Resignation of Mayor Yvette Brooks

Dear Capitola City Council,

I am writing in regard to the recent resignation of Mayor Yvette Brooks. As I understand, the City Council has two options for filling the mayoral vacancy:

1. Calling a special election, which is estimated to cost the city approximately \$80,000.
2. Appointing a Capitola resident to serve for the remainder of the mayor's term.

Regarding the first option, I strongly believe that calling a special election would be an unnecessary and wasteful expenditure, particularly given the tightness of the city's budget and the fact that a general election was held just two months ago. It seems inefficient to incur such significant costs when the community has already recently participated in the electoral process.

For the second option, I would like to express my strong support for appointing Margaux Morgan (Kaiser) to fill the mayoral vacancy. Having served a term on the City Council, Margaux has a solid understanding of the issues facing our city and would serve the residents of Capitola well. She has already demonstrated her commitment to the community, particularly in helping during the storms and with the Wharf. Furthermore, as the third-highest vote recipient in the recent election, she has the backing of a broad segment of the community, making her a logical and appropriate choice.

Additionally, I would like to make it clear that I am *strongly opposed* to the reappointment of former Mayor Kristen Brown to the City Council. Having completed two consecutive terms, Kristen is ineligible to serve another term under the City's term limits. Appointing her would be in direct contradiction to the will of the voters, who established the term limit rule to ensure fresh perspectives and accountability on the Council.

In conclusion, I believe appointing Margaux Morgan is the best course of action for our community and would reflect the values of fiscal responsibility and respect for the electoral process.

If you have any questions or would like further input, I am happy to provide additional information.

Sincerely,
Mary Beth Cahalen

Gautho, Julia

From: carol morgan <carolhillmorgan@gmail.com>
Sent: Wednesday, January 8, 2025 7:00 PM
To: City Council
Subject: best for Capitola

Dear Capitola City Council,

With Mayor Brooks stepping down, I urge you to honor the runner up of the most recent election.

We should not spend City funds on a special election.

Please do not waste time on an application system and swiftly move forward with appointing Margaux Morgan to City Council.

Ms. Morgan has plenty of experience, has stood as Mayor during one of our most tumultuous years, even greeted and toured the President through our beloved city. She has knowledge of, and has been involved with the issues at hand and maintains great relationships with city staff, council, and the community.

Please do what is best for Capitola by supporting consistency, vision and loyalty to our city.

Sincerely,
Carol Morgan

Gautho, Julia

From: Andrew Baumhardt <andrew.baumhardt@yahoo.com>
Sent: Thursday, January 9, 2025 12:00 AM
To: City Council
Subject: Vacancy left by Mayor Brooks

I urge the Council and Staff to honor the latest election results by filling the seat with Ms Morgan. Please do not waste money or time on special election or applications. Margaux knowledge of our city and recent experience make her the perfect choice.

Thank you
Andrew Baumhardt



City Council Vacancy

From vickee95010@aol.com <vickee95010@aol.com>

Date Tue 1/7/2025 12:46 PM

To City Council <citycouncil@ci.capitola.ca.us>

To Whom It May Concern:

In light of Yvette Brooks resignation from the Capitola City Council, we believe the most logical and cost-effective decision would be to appoint Margaux Keiser to complete the remainder of Yvette Brook's term.

Margaux is already highly knowledgeable about the workings of the City Council, and her dedication, intelligence, and commitment would continue to serve the best interests of the people of Capitola.

We are confident that Margaux would be a valuable asset to both the Council and the community.

Sincerely,

Vicki & Armando Rubalcaba

Gautho, Julia

From: Judy Garrison <judyxgarrison@gmail.com>
Sent: Thursday, January 9, 2025 9:45 AM
To: City Council
Subject: Margaux Morgan

Dear Capitola City Council,

With Mayor Brooks stepping down, I urge you to honor the runner up of the most recent election.

We should not spend City funds on a special election.

Please do not waste time on an application system and swiftly move forward with appointing Margaux Morgan to City Council.

Ms. Morgan has plenty of experience, has stood as Mayor during one of our most tumultuous years, even greeted and toured the President through our beloved city. She has knowledge of, and has been involved with the issues at hand and maintains great relationships with city staff, council, and the community.

Please do what is best for Capitola by supporting consistency, vision and loyalty to our city.

Sincerely,

Judy Garrison

Gautho, Julia

From: Terre Thomas <terra12@cruzio.com>
Sent: Tuesday, January 28, 2025 2:17 PM
To: City Council
Subject: Election of New Councilmembers

Dear City Council Members,

I would like to submit my earnest support for you to elect Susan Westman to one of the two available City Council seats. I have known, and worked with her doing Capitola's business for many years, and have always found her fair, respectful and insightful in dealing with the many projects that have come before the Council in the past.

It is not often that you are given the opportunity to bring on board a person with so much experience and knowledge of the City, and I hope you will do so this time.

Respectfully submitted,

Terre Thomas

Former Planning Commissioner

Sent from my iPhone

Gautho, Julia

From: James Wallace <jocamo49@yahoo.com>
Sent: Wednesday, January 29, 2025 2:20 PM
To: City Council
Subject: New City Council Appoints

Follow Up Flag: Follow up
Flag Status: Flagged

Dear City Council Members,

I am contacting you to let you know We support Dennis Norton to be appointed to the vacant City Council position. I think the Council will benefit from some Veteran experience. Dennis has served on many Committees throughout the Years including Mayor. He has always been for the best interests of Capitola. I remember the time Noble Creek had the Flash Floods in 2012 and the Village was totally flooded. Within two days Dennis had Pop Up Tents delivered so all the Merchants had a spot to relocate and continue to be Open. The Pop Up Tent Village was located in The Mercantile Parking Lot. Win Win for everyone. That is just one example of the many things Dennis has done for Capitola. In closing please appoint Dennis to the City Council Position. I am positive Capitola will benefit from this addition.

Sincerely

James Wallace

Vicki. Muse

608 Gilroy Dr.

831-319-3507

Sent from my iPad

Sent from my iPad

Gautho, Julia

From: Tricia Proctor <triciaproctor@hotmail.com>
Sent: Wednesday, January 29, 2025 1:58 PM
To: City Council
Subject: Concerns Regarding Old Endorsements for Vacant City Council Seat

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Council Members,

I hope this message finds you well. After reviewing the agenda packet for the meeting scheduled for Thursday night, January 30th, 2025, regarding the filling of the vacant city council seat, I would like to express my concerns.

It has come to my attention that former city council member Margaux Morgan has submitted old letters of support from the previous appointment process when two candidates' seats were open, prior to January 16th 2025. While I recognize the value of endorsements, I believe it is crucial for the integrity of our council that the support reflects the current needs and perspectives of our community. Old letters may not accurately represent the evolving priorities and challenges we face today.

I urge the council to consider the implications of relying on outdated endorsements and to seek fresh input that aligns with our present circumstances. It is essential that our decisions are based on the most relevant and timely information available.

Thank you for your attention to this matter. I look forward to seeing how the council will proceed in ensuring a fair and transparent selection process for the new member.

Best regards,

Tricia Proctor

Capitola Resident

Gautho, Julia

From: Austin Roman <austindroman@gmail.com>
Sent: Wednesday, January 29, 2025 10:10 AM
To: City Council
Subject: [PDF] Public Comment on 01/30/25 City Council Agenda Item 4A
Attachments: 4A-Comment.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Hello Capitola City Council,

Just dropping a note in regards to agenda 4A. Please see attached letter

Thank you

-Austin Roman
Capitola Resident

Dear City Council,

Re: Capitola City Council Agenda Item 4A

The person selected to serve out the remainder of former Capitola City Councilmember Yvette Brooks' term should be someone with policy positions as closely aligned with hers as possible. Other than holding a special election, this is the only way to truly respect the democratic process. Voters in last year's election cast their ballots with the understanding that Councilmember Brooks would be one of the five City Council members. Based on that information, voters selected Gerry Jensen and Melinda Orbach, giving the council a young and moderately progressive majority. Replacing Councilmember Brooks with someone whose policy positions directly conflict with hers on critical issues such as housing and the rail trail would be doing a disservice to voters who supported that progressive majority as well as those who overwhelmingly re-elected Councilmember Brooks in 2022.

Dennis Norton and Margaux Morgan would be acceptable options, as they each have prior experience on the City Council, support policy positions similar to Councilmember Brooks, and have demonstrated the ability to work collaboratively and effectively with other council members to address problems facing our city. With sixteen years of experience on the Capitola City Council, Mr. Norton would be a strong choice, as he would bring years of institutional knowledge and steady and trusted leadership to a relatively new council, and his positions would maintain the majority voters chose in the last two elections. Mrs. Morgan could also step into the position ready to work on day one, having just finished a four-year term and up to speed on all of the current and upcoming City projects and other issues.

Barring the selection of Norton or Morgan, another interesting option could be Peter Wilk, who doesn't have City Council experience, but whose commitment to the city is well documented, having served as City Treasurer, Planning Commissioner, and on the Committee on the Environment. With his knowledge of the City, pragmatic approach to analyzing issues based on facts, and focus on process improvement, he could potentially be a valuable addition to the City Council.

Despite the impressive qualifications listed in Susan Westman's application, a quick Google search reveals a long history of supporting local initiatives aimed at sabotaging the rail trail project, such as Measure L (2018) and Greenway's Measure D (2022), as well as many examples of standing in the way of progressive housing policy and housing development for many years as a Planning Commissioner. In addition to undermining the will of the voters, her selection would risk pushing the City towards regressive housing and transportation policies that would put the City at odds with our neighboring jurisdictions, as well as state and regional agencies, at a time when the City should be collaborating with those very same agencies to ensure that the development of higher density housing and regional transit projects along our main commercial corridors are moving forward together hand in hand.

This appointment comes at a critical time for Capitola, with many of our residents looking for City leadership to take us in a new direction due to the failed policies of past leaders that have left us without workforce housing and isolated from our neighboring communities due to the lack of safe and reliable public and active transportation. Thousands of Capitola residents elected the four of you and Councilmember Brooks to represent their values, and yet very few of them have any idea that this process is even happening. Please don't let the commentary from a vocal minority unduly influence your decision and put someone in a position of power who could take the City in a direction the majority of our residents do not support.

Respectfully,

Austin Roman
Capitola Resident

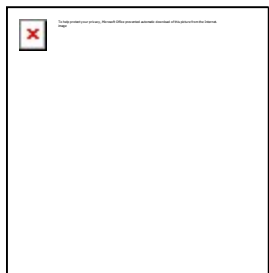
Gautho, Julia

From: Nicole Wood <nicolewood831@gmail.com>
Sent: Wednesday, January 29, 2025 8:57 AM
To: City Council
Subject: My vote for Margaux Morgan

Follow Up Flag: Follow up
Flag Status: Flagged

Good morning, I just wanted to extend my support and vote for Margaux Morgan in city council!

Kindly, Nicole Wood



NICOLE WOOD

Broker Associate | DRE 01259219

831.234.9309
nicolewood831@gmail.com
301 Capitola Ave, Capitola, CA 95010



Gautho, Julia

From: Elizabeth S-C <escarson@gmail.com>
Sent: Tuesday, January 28, 2025 11:17 PM
To: City Council
Subject: Council vacancy: support for Susan Westman

Follow Up Flag: Follow up
Flag Status: Flagged

Hello Capitola City Council!

We live at 305 Alma Lane in Capitola and want to voice our very strong support for Susan Westman's application for the council vacancy. We've read the application packets available online and she's simply the best qualified candidate -- and clearly the one who took the assignment seriously.

We met Susan just after we moved to Capitola 12 years ago, and she's always impressed us with her dedication to Capitola and to working for a great future for all of us who live here and those who will be here in the future. Her city management credentials are unimpeachable and we know she will give serious issues that face the city the serious thought that they deserve.

Thanks for your consideration,

Elizabeth Stearns and Chris Carson
305 Alma Lane
Capitola CA 95010

Gautho, Julia

From: Sue Kaufmann <suegkaufmann@gmail.com>
Sent: Tuesday, January 28, 2025 10:12 PM
To: City Council
Subject: Vacant city council seat

Follow Up Flag: Follow up
Flag Status: Flagged

Dear City council, I am writing this letter to ask for the vote of Dennis Norton. Dennis is running for City Council and I think with his experience of leadership and 16 years on the council and 2 terms as city Mayor he would be just what we need. It obvious with climate change, we are Living in a very scary time with fires and floods. The environment in Capitola is similar to Lahaina Hawaii, which burnt to the ground. Dennis has ideas of how to prepare the people and the city.

We need Dennis Norton experience and expertise.

Thank you

Sue Kaufmann

Resident on Capitola since 1994



Being

The finest gift or compliment I can receive is a referral from friends, family and clients. "Thank you"

suegkaufmann@gmail.com

Gautho, Julia

From: Brett Graessle <graessles@gmail.com>
Sent: Tuesday, January 28, 2025 3:46 PM
To: City Council
Subject: Susan Westman

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Capitola City Council,

Writing to express my support for Susan Westman for City Council appointee. We have known her family for many many years here in Capitola and greatly appreciate the hard work and dedication she has given to our amazing town. Looking forward to her energy and voice on the Capitola City Council.

Thank you.

Molly Graessle

Gautho, Julia

From: Annelies Walbridge <jawalbridge@charter.net>
Sent: Tuesday, January 28, 2025 3:24 PM
To: City Council
Subject: Susan Westman for Capitola City Council

Follow Up Flag: Follow up
Flag Status: Flagged

To Whom it May Concern,

My husband and I are long time residents of Capitola. We have served our local communities for our entire careers in the fire service and in healthcare at Dominican Hospital. We would support Susan Westman to step in as City Councilwomen in light of Yvette Brooks resignation.

Sincerely,
John and Annelies Walbridge



CITY MANAGER DEPT.

Memo

To: City Council
From: Julia Gautho, City Clerk
Date: January 29, 2025
Re: Withdrawal from City Council Vacancy

On Wednesday, January 29th, staff received a request from Dennis Norton to withdraw his application from consideration for the City Council vacancy.

Staff has included his request as an attachment to this memo.

Gautho, Julia

From: Gautho, Julia
Sent: Wednesday, January 29, 2025 2:00 PM
To: City Clerk
Subject: FW: [SPF Softfail] Council appointment

Follow Up Flag: Follow up
Flag Status: Flagged

From: Goldstein, Jamie (jgoldstein@ci.capitola.ca.us) <jgoldstein@ci.capitola.ca.us>
Sent: Wednesday, January 29, 2025 1:03 PM
To: Gautho, Julia <jGautho@ci.capitola.ca.us>

From: Dennis Norton <dennis@dennisonortondesign.com>
Sent: Wednesday, January 29, 2025 10:26 AM
To: Goldstein, Jamie (jgoldstein@ci.capitola.ca.us) <jgoldstein@ci.capitola.ca.us>; Cityclerk@ci.capitola.ca.us
Subject: [SPF Softfail] Council appointment

Goodmorning Jamie

I would like my name to be take off list of potential replacement seat on City Council.

Please remove my name from consideration.

Thank You

Dennis Norton

--

Mahalo

Dennis Norton

831-818-0335

Gautho, Julia

From: Erin Bernall <ebernall@sbcglobal.net>
Sent: Wednesday, January 29, 2025 4:16 PM
To: City Council
Subject: Susan Westman support

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Council members and city staff,

Please accept this letter in support of Susan Westman filling Ms. Brooks' vacant council seat. Aside from Ms. Westman's extensive and longtime Capitola leadership experience, she clearly identified in her letter of interest the importance of recognizing the needs and sensitivities of existing neighborhoods throughout the 41st Avenue corridor, particularly with regard to proposed high density development. She understands Capitola as a whole.

City residents, including the significant percentage of those who live in and care for the neighborhoods in the 41st Avenue vicinity, require an experienced and sensible perspective to help guide the city in making thoughtful decisions.

Sincerely,

Erin and Marc Bernall

20+ years Capitola residents

Gautho, Julia

From: Gautho, Julia
Sent: Thursday, January 30, 2025 3:58 PM
Cc: Tran, Marc
Subject: City Council Vacancy - Applicant Withdrawal
Attachments: Memo - Withdrawal of CC Applicant.pdf

Good Afternoon, Vice Mayor and City Council,

Today, staff received a request from John Mulry to withdraw his application from the City Council vacancy. With yesterday's withdrawal from Dennis Norton, that leaves eight (8) eligible applicants for the vacancy. The attached memo will be incorporated into the agenda packet as additional materials.

The current list of applicants is below:

- Enrique Dolmo Jr.
- Laura Alioto
- Lunamar Harter
- Margaux Morgan
- Michael D. Gutierrez
- Peter Wilk
- Rachel Neuman
- Susan Westman

Please let me know if you have any questions. Thank you,



JULIA GAUTHO
City Clerk

📞 831-475-7300 x228
 ✉️ jgautho@ci.capitola.ca.us
 📍 420 Capitola Avenue
 🌐 CityofCapitola.org

[Apply to Join a City Board, Committee, or Commission.](#)

[Click here to find out information about the 2024 Election.](#)



CITY MANAGER DEPT.

Memo

To: City Council
From: Julia Gautho, City Clerk
Date: January 30, 2025
Re: Withdrawal from City Council Vacancy

On Thursday, January 30th, staff received a request from John Mulry to withdraw his application from consideration for the City Council vacancy.

Staff has included his request as an attachment to this memo.

Gautho, Julia

From: John <jxmuly@gmail.com>
Sent: Wednesday, January 29, 2025 7:08 PM
To: Gautho, Julia; Goldstein, Jamie (jgoldstein@ci.capitola.ca.us)
Subject: Withdrawal

Follow Up Flag: Follow up
Flag Status: Flagged

Hey y'all

While the outpouring of support has been nice, please withdraw my name for consideration for city council. Maybe I'll end up on a commission.

Warmly JM



CITY MANAGER DEPT.

Memo

To: City Council
From: Julia Gautho, City Clerk
Date: January 30, 2025
Re: Withdrawal from City Council Vacancy

On Thursday, January 30th, staff received a request from John Mulry to withdraw his application from consideration for the City Council vacancy.

Staff has included his request as an attachment to this memo.

Gautho, Julia

From: John <jxmuly@gmail.com>
Sent: Wednesday, January 29, 2025 7:08 PM
To: Gautho, Julia; Goldstein, Jamie (jgoldstein@ci.capitola.ca.us)
Subject: Withdrawal

Follow Up Flag: Follow up
Flag Status: Flagged

Hey y'all

While the outpouring of support has been nice, please withdraw my name for consideration for city council. Maybe I'll end up on a commission.

Warmly JM

Gautho, Julia

From: John <jxmuly@gmail.com>
Sent: Monday, January 27, 2025 3:37 PM
To: City Council; Gautho, Julia
Subject: Item 8A

Hello Neighbors

Regarding ST Wharf events and the 20-60K from the general fund to budget it, iirc a large part of Nikki's large raise was to take on this work. Also, do not lose more money on the wharf, the wharf is supposed to be an revenue engine and community/tourist draw not a drag.

Warmly JM



CITY MANAGER DEPT.

Memo

To: City Council
From: Julia Gautho, City Clerk
Date: January 29, 2025
Re: Withdrawal of Art and Cultural Commission Application

On Wednesday, January 29th, staff received a request from James Wallace to withdraw his application from consideration for the Art and Cultural Commission vacancy.

Staff has included his request as an attachment to this memo.

Gautho, Julia

From: James Wallace <jocamo49@yahoo.com>
Sent: Wednesday, January 29, 2025 1:50 PM
To: Gautho, Julia
Subject: Re: Appointments to City of Capitola Art and Cultural Commission

Follow Up Flag: Follow up
Flag Status: Flagged

Julia,

After further consideration I have decided to pull my Application to be a Member of The Art & Cultural Commission.

Sincerely

James Wallace

Sent from my iPad

On Jan 17, 2025, at 11:11 AM, Gautho, Julia <jGautho@ci.capitola.ca.us> wrote:

Good Morning,

Thank you for your interest in serving as a City of Capitola Art and Cultural Commissioner. During the January 16th Special City Council meeting, the City Council made the following appointments to the Art and Cultural Commission:

	<i>Appointment</i>
<i>At-Large/Regular Member</i>	Jill Payonzeck-Lengre
<i>At-Large/Regular Member</i>	Esther Sylvan
<i>At-Large/Regular Member</i>	Laurie Hill
<i>At-Large/Regular Member</i>	Mary Beth Cahalen
<i>At-Large/Regular Member</i>	VACANT – TBD AT LATER MEETING DATE
<i>Artist</i>	Roy Holmberg
<i>Art Professional</i>	<i>Roy Johnson</i>
<i>Planning Commission Rep.</i>	<i>TBD – To be appointed by Planning Commission</i>
<i>City Council Rep.</i>	<i>Vice Mayor Clarke</i>

The City Council will continue making appointments to the Art & Cultural Commission, and other City advisory bodies, at another meeting. You will be notified of this meeting date and of any outcomes.

Thank you for your interest in serving on a City advisory body – your dedication to Capitola is sincerely appreciated! Please feel free to contact me with any questions.

Sincerely,

<image001.png>

[Apply to Join a City Board, Committee, or Commission.](#)

Gautho, Julia

From: John <jxmuly@gmail.com>
Sent: Thursday, January 30, 2025 10:35 AM
To: City Council; Gautho, Julia
Subject: Finance commission

Follow Up Flag: Follow up
Flag Status: Flagged

Please consider appointing me. I'm so good at budgets. For instance:

We are spending 50K updating a Climate Action Plan that is not a qualified GHG reduction plan and never receives a status report measuring GHG emissions reductions over the last ten years (the point of such a plan). Did we meet our 4.9% reduction target from the 2010 baseline by 2020?

What happened to the solar farm, trash and recycling code enforcement etc?

Instead of wasting another 50K we should join the Monterey Bay Area Regional Climate Project Working group (RCPWG). By pooling resources with our neighbors we can apply for large state and federal grants for transformative regional climate projects. RCPWG has already been awarded millions we've missed out on. Other local jurisdictions did not miss out. What a sweet return on a 50K investment.

I got lots of these gems. I'm not larking, I get budgets in a way y'all never will. I'd be so good for our city.

Warmly JM

Capitola City Council

Agenda Report

Meeting: January 30, 2025

From: City Manager's Department

Subject: Appointment of Successor to Vacant City Council Seat



Recommended Action: 1) Review applicants to fill the vacancy left on the City Council by former Mayor Yvette Brooks, 2) assess and discuss applicants, and 3) by motion, select and appoint a successor to fill the vacancy.

Background: On January 3, 2025, Yvette Brooks announced her resignation from the City Council effective January 15, 2025. The requirements to fill a vacancy on the City Council are defined by Government Code Section 36512.

Section 36512(b) states if a vacancy occurs in an elective office, the Council shall, within 60 days from the commencement of the vacancy, either call a special election to fill the vacancy or fill the vacancy by appointment.

At the January 9, 2025, meeting, the City Council declared a vacancy and announced its intent to fill the vacant City Council seat by appointment. The City Council directed staff to invite the two remaining candidates from the November 5, 2024, General Municipal Election, Enrique Dolmo Jr. and Margaux Morgan, to be interviewed on January 16, 2025. Due to scheduling conflicts, staff was unable to find a meeting date before January 30, 2025, where the candidates and the entire City Council was available for an interview.

During the special meeting on January 16, 2025, the City Council decided to open an application period from January 17, 2025, through January 23, 2025, at 5:00 PM. The application (Attachment 1) included a request for basic information from the applicant, a request for a resume/CV, and four questions.

The application period closed on January 23, 2025, at 5:00 PM. The City Clerk received 10 applications. All applicants have been confirmed to be qualified for the position.

Discussion: During the January 16, 2025, special meeting, the Council discussed an interest in using ranked-choice voting (RCV) to help establish the top applicant to fill the vacancy. While Council may employ tools like RCV or other methods to help establish the top candidate, ultimately, the appointment will require a motion and an affirmative vote from a majority of the City Council.

Ranked-Choice Voting: RCV is an election method in which voters rank candidates for an office in order of their preference (first choice, second choice, third choice, and so on). If a candidate receives more than half of the first choices, that candidate wins, just like in any other election. However, if there is no majority winner after counting the first choices, the race is decided by an instant runoff. The candidate with the fewest votes is eliminated, and voters who ranked that candidate as their first choice will have their votes count for their next choice. This process continues until a majority winner, a candidate with more than half of the vote, wins.

RCV is an excellent tool to help establish the overall preferences of a large electorate, however it is unlikely to assist in decision making by a group of four people¹.

Modified Ranked-Choice Voting: Because there are only four Council Members participating in the RCV process, there is a high likelihood that RCV would not help in the event there is not a simple majority for one candidate in the first round. Therefore, staff recommends a modified version of RCV to review the

¹ For example, in a scenario where two Council Members' first choice is Candidate A and two Council Members' first choice is Candidate B, no candidates can be eliminated as they have the same number of votes. In another example, where there are two votes in favor of A, 1 in favor of B, and 1 in favor of C, B and C would both be eliminated at the same time, as they have fewer votes than A and the same number of votes. In this case all candidates except A would have been eliminated, even if one of the other candidates received more first and second preference votes than A.

applicants, sometimes called “order of merit”. Following an opportunity for public comment, each Council Member can provide their top applicant choice. If there is a consensus (at least three Council Members in favor of one candidate), the Council may proceed to appoint the applicant by a motion and a vote. If there is less than a majority for a candidate, the Order of Merit process would begin, and the Council would provide their second-choice applicant. Candidates will be given three points for a first choice, two for second. If, after two rounds, a top applicant can be identified, the Council should proceed with a motion to appoint (Table 1).

Table 1					
	<i>Council Member 1</i>	<i>Council Member 2</i>	<i>Council Member 3</i>	<i>Council Member 4</i>	
3 points	Applicant 1	Applicant 1	Applicant 3	Applicant 3	Tied
2 points	Applicant 3	Applicant 2	Applicant 1	Applicant 1	
Results					Points
Applicant 1					10
Applicant 2					2
Applicant 3					8
Applicant 1 wins					

If a third round is needed, one point would be assigned for third place, and Council could appoint the top candidate by motion (Table 2).

Table 2					
	<i>Council Member 1</i>	<i>Council Member 2</i>	<i>Council Member 3</i>	<i>Council Member 4</i>	
3 points	Applicant 1	Applicant 1	Applicant 3	Applicant 3	Tied
2 points	Applicant 3	Applicant 2	Applicant 4	Applicant 1	Tied
1 point	Applicant 2	Applicant 4	Applicant 1	Applicant 2	
Results					Points
Applicant 1					9
Applicant 2					4
Applicant 3					8
Applicant 4					3
Applicant 1 wins					

It should be noted this process, along with any other, could still potentially yield a tie given there are only four Council Members. If that were to occur, Council will need to consider how best to proceed to fill the vacancy.

The Council must either appoint a successor to the vacant seat or call a special election no later than 60 days from the commencement of the vacancy, pursuant to Government Code Section 36512 (b). This appointment deadline is March 13, 2025, following the commencement of the vacancy on January 13, 2025.

Public Outreach: Following the Council's decision to accept applications, staff prepared the application form and an associated webpage, which was promoted on the City's website (cityofcapitola.org). In addition, staff issued and distributed a press release on January 17, 2025, a special edition of the Capitola Waves Newsletter, a social media post and story in English and in Spanish, and hard copy flyers in English and in Spanish to the business community and City-owned kiosks.

Fiscal Impact: There would be no fiscal impact to appoint a replacement Councilmember to fill the vacancy. The current adopted budget does not include funding for a special election. Should Council direct staff to prepare documentation for such an election, staff would work with the County Clerk to determine estimated election costs and prepare a budget amendment.

Report Prepared By: Julia Gautho, City Clerk

Reviewed By: Samantha Zutler, City Attorney

Approved By: Jamie Goldstein, City Manager



City of Capitola Application to Fill City Council Vacancy

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Full Name *

E-mail *

Phone Number *

Address *

Street Address

Address Line 2

City

State

Zip Code

Are you at least 18 years of age? *

- Yes
- No

Are you registered to vote? *

- No
- Yes, address is same as above.
- Yes, address is different than listed above:

Why do you wish to serve as a City Council Member?

Can you share an example of a difficult decision you've had to make in a leadership or professional role, where the ethical choice wasn't necessarily the easiest or most popular? How did you approach it, and what was the outcome?

What do you see as the most significant challenge Capitola will face in the next two years, and how do you envision contributing to addressing it?

What is your vision for Capitola's future?

Please attach any additional materials relevant to your background and experience that may be considered for the appointment, including a resume or CV.

Drag and drop up to 10 files here to upload or [Choose files](#)

Signature

Sign

Date

2025-01-17

Submit



City of Capitola Application to Fill City Council Vacancy

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Full Name *

dennis norton

E-mail *

Dennis@dennisnortondesign.com

Phone Number *

[REDACTED]

Address *

Street Address

[REDACTED]

Address Line 2

City

Capitola

Zip Code

95010

State

CA

Are you at least 18 years of age? *

Yes

No

Are you registered to vote? *

No

Yes, address is same as above.

Yes, address is different than listed above:

Why do you wish to serve as a City Council Member?

The City has significant issues to be addressed in coming two years.

Environmental issues such as climate change, water, and transportation.

The City budget will be under critique.

The size of City government, and its function and responsibility will be public issues.

My past experience makes me a perfect choice to help the existing Council and City in these times.

Bring back the Begonia Festival

Can you share an example of a difficult decision you've had to make in a leadership or professional role, where the ethical choice wasn't necessarily the easiest or most popular? How did you approach it, and what was the outcome?

During my 16 years on the Capitola City Council, I was involved and instrumental in making the following decisions.

Development of Capitola Library, Esplanade Park, Pacific Cove Parking Lot, Capitola Skateboard Park, a balanced City Budget for 16 years, Development of our Parks and Recreation Department after Joint powers agreement folded, obtaining funding for Beach/wharf/jetty maintenance, maintaining a full compliant workforce for City and Police Department, Was instrumental in purchase of Union Pacific Corridor and served on RTC and Metro for 12 years as City's Representative.

What do you see as the most significant challenge Capitola will face in the next two years, and how do you envision contributing to addressing it?

Climate Change, Start now in addressing issues of wave inundation, water shortages, road maintenance

Balanced budget, Start planning budget for 3 years based on projected or anticipated funding.

Traffic and Street repair, Need well funded and ongoing program program

Aging population, Begin programs in making Capitola more livable for our seniors population.

What is your vision for Capitola's future?

A walking community
Affordable for all ages
Clean air& water, and safe.
Fun and happy town

Please attach any additional materials relevant to your background and experience that may be considered for the appointment, including a resume or CV.

DENNIS NORTON CAPITOLA CITY COUNCIL.docx	16.15KB
Beatles words of wisdom.jpg	60.75KB
begonia festival 2013.pdf	120.94KB

Signature

Date

Dennis Richard Norton

2025-01-17

DENNIS NORTON CAPITOLA CITY COUNCIL

42 YEAR RESIDENT OF CAPITOLA.

32 YEARS SELF-EMPLOYED HOME DESIGNER IN CAPITOLA

VETERAN

3 CHILDREN RAISED AND SCHOOLED IN CAPITOLA

12 YEARS AS CAPITOLA COUNCIL MEMBER

5 YEARS AS CAPITOLA PLANNING COMMISSIONER

**8 YEARS AS COMMISSIONER, SANTA CRUZ COUNTY REGIONAL
TRANSPORTATION COMMISSIONER**

8 YEARS CAPITOLA ARTS COMMISSIONER

6 YEARS CAPITOLA COMMISSION ON ENVIRONMENT

4 YEARS SANTA CRUZ TRANSIT BOARD

**4 YEARS ON MONTEREY BAY REGIONAL AIR QUALITY
CONTROL BOARD**

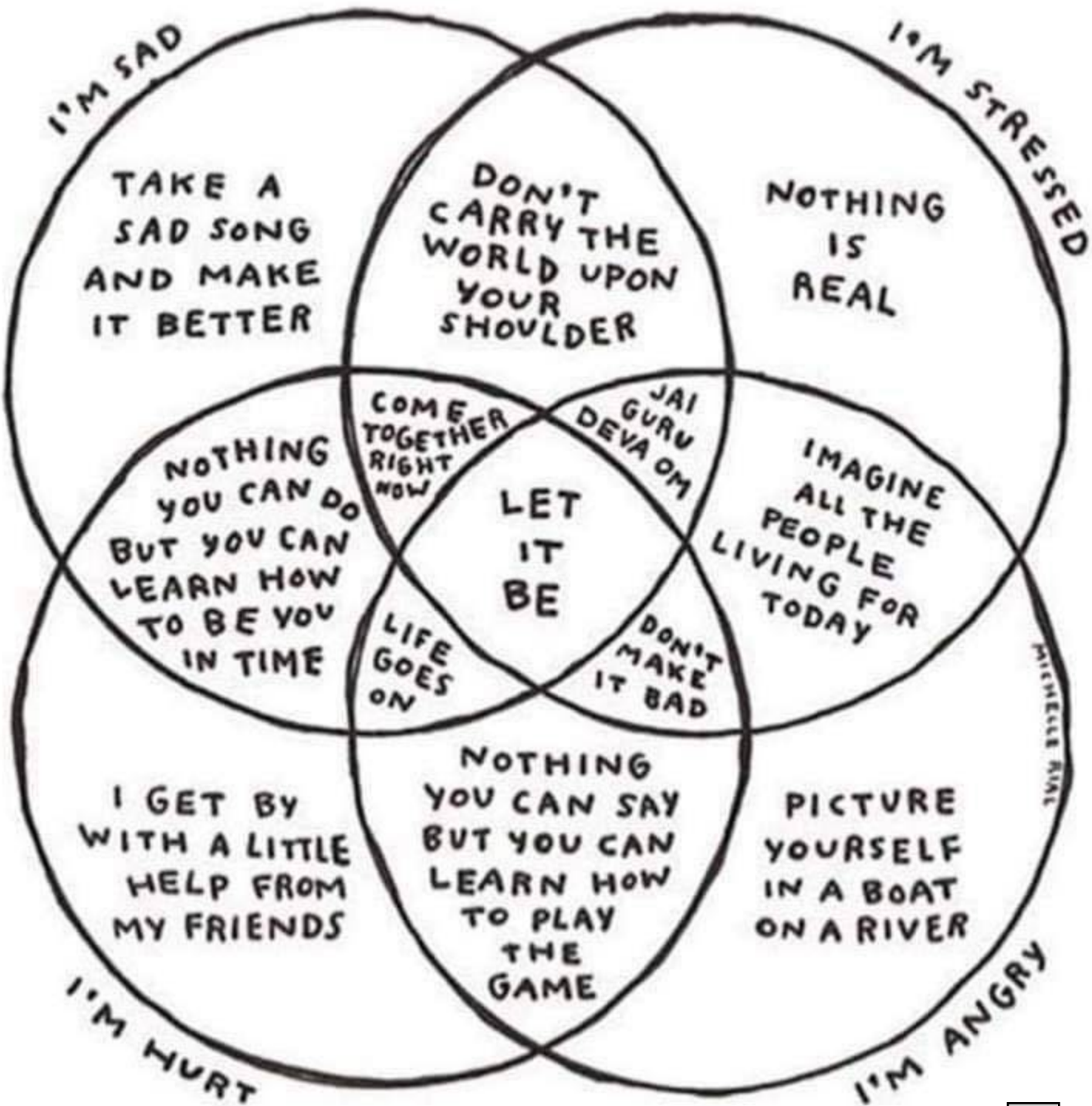
**3 YEARS ON ASSOCIATION OF MONTEREY BAY AGEA
GOVERNMENTS.**

2 YEARS ON LOCAL AREA FORMATION COMMISSION (LAFCO)

BOARD OF DIRECTORS OF SAVE OUR SHORES

VOTE TO KEEP THIS EXPERIENCE IN OFFICE

ADVICE FROM THE BEATLES



need 259 boxes total

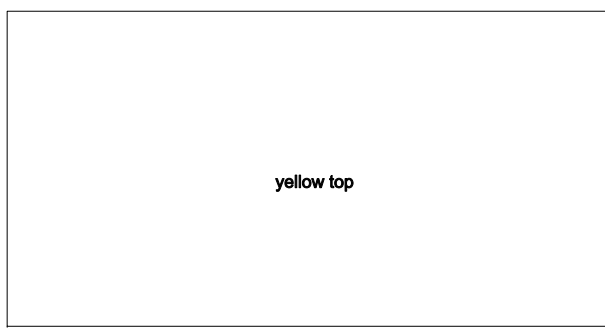
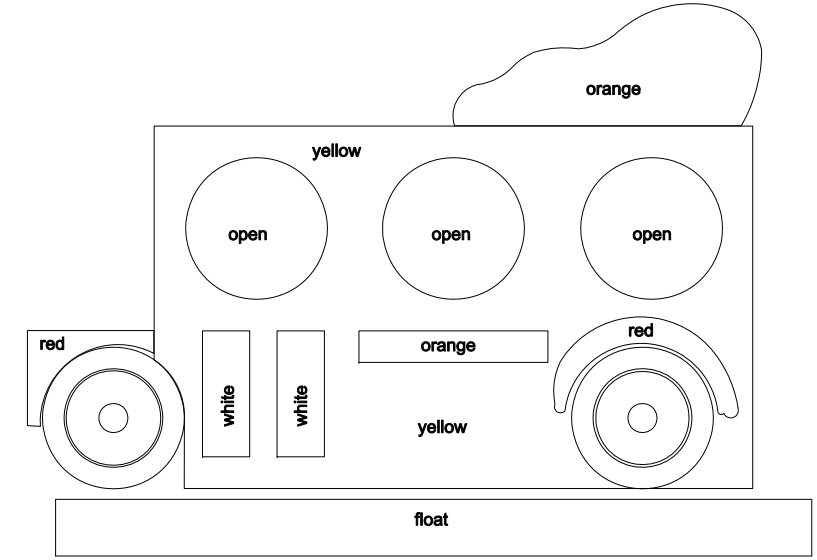
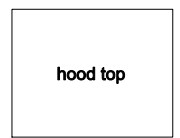
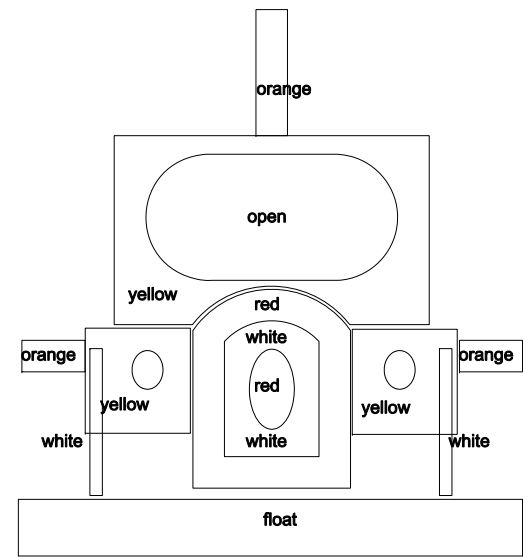
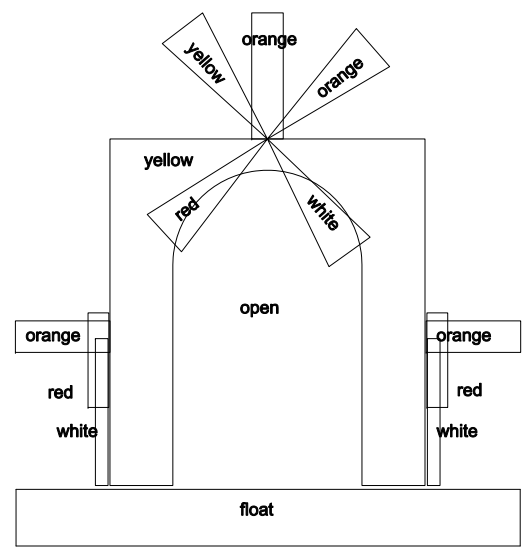
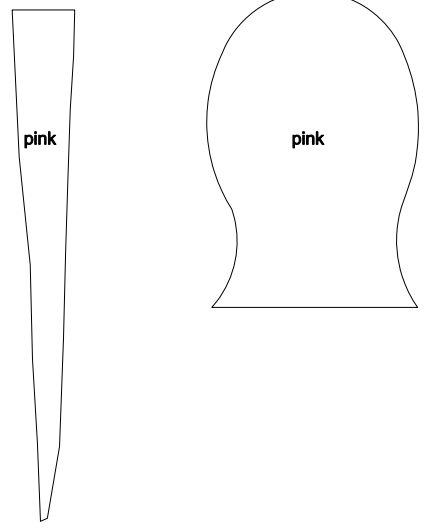
pink
4 legs 60 sq. ft.
head 56 sq. ft.
total pink 116 sq. ft. = 78 boxes

yellow
propeller 3 sq. ft
body front 27 sq. ft.
body side 32 sq. ft.
body side 32 sq. ft.
body back 14 sq. ft.
body top 48 sq. ft
4 hub caps 7 sq. ft.
total yellow 163 sq. ft. = 109 boxes

red
propeller 3 sq. ft
2 wheel wells 8 sq. ft.
radiator hood 21 sq. ft.
radiator center 2 sq. ft.
4 hub cap center 2 sq. ft
total red 36 sq. ft. = 24 boxes

white
propeller 3 sq. ft
2 headlights 2 sq. ft.
4 white wall wheels 16 sq. ft.
4 side panels 6 sq. ft.
total white 27 sq. ft. = 18 boxes

orange
propeller 3 sq. ft
top fin 18 sq. ft.
side fin 12 sq.ft
side fin 12 sq.ft
total orange 45 sq. ft. = 30 boxes





City of Capitola Application to Fill City Council Vacancy

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Full Name *

Enrique Dolmo Jr

E-mail *

mrcapitola@gmail.com

Phone Number *

[REDACTED]

Address *

Street Address

[REDACTED]

Address Line 2

City

Capitola

Zip Code

95010

State

CA

Are you at least 18 years of age? *

Yes

No

Are you registered to vote? *

No

Yes, address is same as above.

Yes, address is different than listed above:

Why do you wish to serve as a City Council Member?

I want to serve as a City Council member because I am deeply committed to our community and I want to make a positive impact. I view myself not as a politician but as someone who loves his community and seeks to address its needs. Through my work with organizations like Campus Kids Connection (CKC), the Capitola Police Chief Advisory Board, and the Capitola Historical Museum, as well as his volunteer efforts at the juvenile hall, I have shown my dedication to fostering a safe, inclusive, and thriving environment for everyone.

Serving on the City Council would allow me to amplify my efforts, give back to Capitola, and work on initiatives that enhance the quality of life for its residents. Whether it's helping people with opportunities, advocating for fairness, or improving local resources, I am passionate about creating meaningful change.

Can you share an example of a difficult decision you've had to make in a leadership or professional role, where the ethical choice wasn't necessarily the easiest or most popular? How did you approach it, and what was the outcome?

In my role as a board member for Campus Kids Connection, we faced a difficult decision regarding budget allocations for afterschool programs. We were presented with a proposal to reduce staffing in one of the less-popular programs to redirect funding toward expanding a more in-demand program. On paper, it seemed logical—focusing on what would serve more families. However, the proposed cuts would disproportionately affect a small group of families who relied heavily on that specific program for childcare and enrichment.

I approached the situation by first thoroughly understanding the perspectives of all stakeholders. I spoke with the families who would be impacted, listened to staff concerns, and analyzed the financial projections. Balancing the needs of the broader community with those of a vulnerable group required careful deliberation.

Ultimately, I advocated for an alternative solution: identifying new grant opportunities and reworking the budget to preserve the smaller program while still allocating some resources to expand the popular one. This approach required more effort and wasn't the easiest path, but it ensured we upheld our commitment to equity and serving all families fairly.

The outcome was positive—both programs remained operational, and the process strengthened trust between the board, staff, and families. This

experience reinforced my belief that ethical leadership often requires taking the harder path to do what's right, even when it's not the most popular decision.

What do you see as the most significant challenge Capitola will face in the next two years, and how do you envision contributing to addressing it?

1. Investing in Youth: One of the most pressing challenges Capitola faces in the next two years is ensuring that our city continues to provide opportunities and resources for youth while balancing the needs of our growing community. Young people are not only the future of Capitola, they are also its present, and it's vital that we invest in their development, safety, and well-being.

As someone who works closely with young people through my roles at New Brighton Middle School, Campus Kids Connection board and volunteering at the Santa Cruz Juvenile Hall, I've seen firsthand how critical these investments are. To address this, I would focus on:

Youth Engagement: Creating programs that actively involve young people in community decisions. It's important that they have a voice in shaping Capitola's future, especially in matters that directly affect them. Through regular town halls or youth councils, we can empower the next generation to become active participants in their community.

Access to Resources: Expanding access to afterschool programs, recreational activities, and mental health services so every young person has the tools to succeed and feel supported. No child should be left behind because of lack of opportunity. We need to ensure that the resources they need are not just available, but also accessible and equitable for all families.

Safe Spaces: Ensuring our parks, public spaces, and community centers are safe and inclusive environments where youth can gather, learn, and thrive. We need to continue improving these spaces with an emphasis on safety, accessibility, and fostering a sense of belonging.

2. Balancing Growth and Community Character: Another challenge Capitola faces is maintaining the balance between preserving our small-town charm and addressing the growing demands for housing, infrastructure, and sustainable tourism. While growth is inevitable, we must ensure that development does not come at the expense of our community's unique character or the well-being of its residents.

To navigate this balance, I envision a collaborative approach—engaging residents, businesses, and local organizations to ensure their voices are heard in every decision. Specifically, I would focus on:

Affordable Housing: Advocating for housing policies that prioritize affordability for families, workers, and seniors. We need to ensure that new developments offer options that are accessible to people at all income levels while preserving Capitola's aesthetic and environmental standards. This means encouraging thoughtful, mixed-use developments that blend seamlessly with our community's identity.

Infrastructure Improvements: Supporting investments in infrastructure, particularly addressing traffic congestion, parking, and the maintenance of aging facilities. We must make sure that as Capitola grows, our infrastructure evolves with it—keeping the city accessible, livable, and resilient. Smart transportation and sustainable development practices will be key.

Sustainable Tourism: Promoting eco-friendly tourism initiatives that protect our environment while still supporting the local economy. Capitola's tourism is a significant part of its economic engine, but it's crucial that we protect the very qualities that attract visitors in the first place. Promoting green initiatives, responsible tourism practices, and reducing environmental impacts will help us preserve our natural beauty for future generations.

What is your vision for Capitola's future?

My vision for Capitola's future is a city that thrives while preserving the unique charm and sense of community that make it so special. I see a Capitola that continues to grow responsibly, balancing the needs of its residents, businesses, and environment to create a vibrant, inclusive, and sustainable community for generations to come.

In my vision:

1. **Youth Thrive:** Capitola provides abundant opportunities for our young people through enhanced education, afterschool programs, sports, mentorship, and spaces where they feel safe and supported. Investing in our youth will ensure a brighter future for the entire community.
2. **Housing is Accessible:** Our city develops affordable housing options that prioritize working families, seniors, and young professionals while maintaining our small-town character.
3. **The Environment is Protected:** Capitola leads in sustainability by promoting eco-friendly tourism, protecting our coastline, and adopting green initiatives that preserve our natural beauty for future generations.
4. **The Economy is Strong:** Our local businesses thrive, supported by smart policies that draw visitors while ensuring that residents' needs come first.
5. **The Community is United:** Capitola continues to be a place where everyone—young and old, new residents and lifelong community members—feels connected and valued.

I envision Capitola as a city that embraces progress without losing sight of its roots, a place where everyone has the opportunity to succeed, and where neighbors continue to look out for one another.

Please attach any additional materials relevant to your background and experience that may be considered for the appointment, including a resume or CV.

Enrique Dolmo Jr (1).pdf

51.57KB

Signature

Enrique Dolmo Jr

Date

2025-01-22

Item 4 A.

Enrique Dolmo Jr.
mrcapitola@gmail.com
Capitola Ca, 9501

Professional Summary

Dedicated and community-focused leader with a strong commitment to public service, education, and community safety. Proven experience in organizational governance, strategic decision-making, and community outreach through active roles on multiple boards. Passionate about creating positive impacts and building stronger communities.

Professional Experience

Board Member
Campus Kids Connection

- Collaborate with fellow board members to oversee strategic planning, budgeting, and operations for after-school care programs.
- Advocate for high-quality child care services that meet the needs of families in the community.

Advisory Committee Member
Capitola Police Chief Advisory Committee

- Provide input and guidance to the Capitola Police Department to improve public safety and community relations.
- Represent community concerns and contribute to shaping policies that ensure equitable and effective policing.

Board Member
Capitola Historical Museum

- Support the preservation and promotion of Capitola's rich history through exhibits, events, and community education.
- Participate in strategic planning to enhance the museum's reach and impact.

Chapter 388 Soquel Union School District Union President

- Active participant in advocating for worker rights, fair labor practices, and organizational improvements.

Community Leadership

- Advocate for Criminal Record Relief
- Assist individuals in navigating the process to remove felonies and misdemeanors from their records, empowering them to access new opportunities.



City of Capitola Application to Fill City Council Vacancy

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Full Name *

John Mulry

E-mail *

jxmulry@gmail.com

Phone Number *

[REDACTED]

Address *

Street Address

[REDACTED]

Address Line 2

City

Capitola

Zip Code

95010

State

CA

Are you at least 18 years of age? *

Yes

No

Are you registered to vote? *

No

Yes, address is same as above.

Yes, address is different than listed above:

Why do you wish to serve as a City Council Member?

I'm the only one who will apply who understands policy period. I'm also the only one won't be representing a power bloc. I will fix all our problems in two years and not run in 2026. Small Groups are my jam.

Can you share an example of a difficult decision you've had to make in a leadership or professional role, where the ethical choice wasn't necessarily the easiest or most popular? How did you approach it, and what was the outcome?

I am the sole local government accountability advocate. It's a chore. I called Alex out on his not being inclusive. Melinda on pawning for Yvette. Gerry for his faults. Joe for being not up for the job (but usual for our council not a disqualification).

What do you see as the most significant challenge Capitola will face in the next two years, and how do you envision contributing to addressing it?

By giving staff clear, detailed instructions at meetings. That alone will solve much. Plus like we know I know about our challenges root and stem. I would crush governing.

What is your vision for Capitola's future?

Economic Accessibility. Neighborhoods where people live, walk and congregate in community. Safe and productive streets. Missing middle housing. Children and families choosing to live here again. I can reverse our decline. No one else can. If y'all choose not me it will only get worse and we know I love I told ya so's.

Please attach any additional materials relevant to your background and experience that may be considered for the appointment, including a resume or CV.

Signature

JOHN MULRY

Date

2025-01-17



City of Capitola Application to Fill City Council Vacancy

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Full Name *

Laura Jane Alioto

E-mail *

Lauraalioto@yahoo.com

Phone Number *

[REDACTED]

Address *

Street Address

[REDACTED]

Address Line 2

[REDACTED]

City

Capitola

Zip Code

95010

State

Ca

Are you at least 18 years of age? *

Yes

No

Are you registered to vote? *

No

Yes, address is same as above.

Yes, address is different than listed above:

Why do you wish to serve as a City Council Member?

I have been involved in the city as a resident since 1999, an arts and cultural commissioner since 2018, on the financial advisory committee since 2020 and working for the recreation department as a tennis instructor and piano teacher since 2019 so I am a very happy resident and have an understanding of what has been happening in our city for many years. I would like to be involved with the development of the community in a variety of ways since I have a knowledge of different aspects of the city and how it functions. I also was in the academy for city government in 2020 which also provided me with additional understanding of how our city works. I am excited for the new playground and building remodel for Jade st, our very successful rebuilding of the wharf and look forward to implementing development of our mall and business communities.

Can you share an example of a difficult decision you've had to make in a leadership or professional role, where the ethical choice wasn't necessarily the easiest or most popular? How did you approach it, and what was the outcome?

When you teach tennis you teach on a specific court with authorization from the group that owns the courts. It's a known fact to only teach on the courts that you're allowed to teach on and pay for your court time and have proof of insurance or have insurance provided for you through that entity that is in charge of the courts.

So when I see others not authorized to use the courts, not just Jade st but other courts, and I know the instructors, I feel it's my responsibility to alert the persons in charge of the courts of the use by unauthorized coaches.

All the coaches in town know each other, we have a small tennis community, but I feel it's important for the safety of all participants that we follow the rules

What do you see as the most significant challenge Capitola will face in the next two years, and how do you envision contributing to addressing it?

I grew up in the Los Angeles area and obviously heartbroken from the current situation with the wildfires.

A massive wildfire may not be our number 1 problem in the future but dealing with an incredible incident of such magnitude, I believe, should be something we need to be prepared for that needs to be addressed how we can make sure all our residents are safe and how we as a city are ready to handle a disaster.

What is your vision for Capitola's future?

I love our village and want to continue to create a warm and relaxing place for residents and visitors to enjoy with lots of wonderful shops and restaurants and fun events to bring our residents and visitors down to the village to enjoy.
I do want to see our mall thriving once again and have a safe and supportive business community.

Please attach any additional materials relevant to your background and experience that may be considered for the appointment, including a resume or CV.

Signature

Laura Alioto

Date

2025-01-17

Dear Capitola city council,

As a resident of Capitola, I have applied for the vacant city council seat.

I have served on the arts and cultural commission and the finance advisory committee over the past few years.

I am also a tennis and piano instructor for the Capitola recreation.

I have served on the UCSC Arboretum board and volunteered in the gardens,

I volunteer for the California state parks at Seacliff visitors center, yearly I volunteer for the Grazing on the green and have volunteered throughout my life in various ways.

I believe being involved in our communities makes them stronger and a great way to meet my neighbors and make a difference.

I have done accounting/ bookkeeping work for a variety of different businesses locally.

As I stated in the questions asked on the application, my interests being, but not limited to, continuing to help our local businesses grow and be successful and review our emergency plans for the city given the recent disaster in Los Angeles.

I look forward to continuing working with the city of Capitola.

Sincerely, Laura Alioto

Gautho, Julia

From: Laura Alioto <lauraalioto@yahoo.com>
Sent: Sunday, January 19, 2025 5:16 PM
To: Gautho, Julia
Subject: Attachment for application for city council

Dear Capitola City Council,

I am a 16 year resident of Capitola and recently applied for the vacant City Council seat. Currently I am a tennis and piano instructor for Capitola Recreation and also do accounting and bookkeeping work for a variety of local businesses.

Over the past few years, I have served on the Capitola Arts and Cultural Commission and on the Finance Advisory Committee.

I have volunteered throughout my life in various ways. I believe being involved in our community makes it stronger and is a great way to meet my neighbors and make a difference.

I served on the UCSC Arboretum Board and volunteered in the gardens. Each year I volunteer for Grazing on the Green. And I currently volunteer for the California State Parks at the Seacliff Visitors Center.

As I stated in the questions asked on the application, some of my interests include helping our local businesses grow and thrive and, given the recent disaster in Los Angeles, ensuring our emergency plans for the city are complete and reliable.

I appreciate your consideration and look forward to continuing to work with the city of Capitola.

Sincerely,

Laura Alioto



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Full Name *

Lunamar Harter

E-mail *

lunamar.harter@gmail.com

Phone Number *

[REDACTED]

Address *

Street Address

[REDACTED]

Address Line 2

City

Capitola

Zip Code

95010

State

CA

Are you at least 18 years of age? *

Yes

No

Are you registered to vote? *

No

Yes, address is same as above.

Yes, address is different than listed above:

Why do you wish to serve as a City Council Member?

I am interested in supporting the community of Capitola in the role of City Councilwoman by leveraging my background in local government to move forward key pieces of work that are important to our community. Capitola has been home for my son and I for nearly 3 years, and in this short time I have been fortunate to experience how special the city is, which can be attributed to the extraordinary people and leaders who make up the fabric of the community. It would be an honor to serve the public in a new capacity that can bring positive change to those most in need.

Can you share an example of a difficult decision you've had to make in a leadership or professional role, where the ethical choice wasn't necessarily the easiest or most popular? How did you approach it, and what was the outcome?

Throughout my career as a public servant, there have been many challenges centered on making ethical choices. By nature of working with the public and utilizing public funds, there are often many inquiries and criticisms of government work, whether an ethical dilemma is at hand or not. In my career, the most significant ethical dilemma I have faced is to call in to action community leaders and advocate on behalf of those who are not able to be in the room when critical decisions are made on behalf of the community. My approach is to come from a place of curiosity, and address the dilemma with consideration to the audience and those I advocate of behalf of. It is my strong belief that government decisions should reflect the voices of those who make up our diverse community, and there should always be an opportunity for every voice, and criticism, to be heard.

What do you see as the most significant challenge Capitola will face in the next two years, and how do you envision contributing to addressing it?

I believe the most significant challenge Capitola will face are the continued impacts of inclement weather and the associated infrastructure needs. I plan to contribute to addressing these issues by leveraging my understanding of the systems and functions of local government administration, particularly centered on Climate Action and Adaptation and Public Works projects, at a practical level. I believe there is great value in having representation and perspective on governing boards/councils from those who move work forward in our government systems on a daily basis.

What is your vision for Capitola's future?

My vision for Capitola's future is that it continues to be a City that serves not only its constituents, but the larger Santa Cruz County community, and beyond. I envision Capitola being a place where all people, residents and visitors alike, feel represented, heard, valued and cared for. I hope it continues to

be a place where our local entrepreneurs and economy can thrive, while simultaneously valuing the stage of life where every resident is at, and doing best to serve their needs.

Please attach any additional materials relevant to your background and experience that may be considered for the appointment, including a resume or CV.

Harter, Lunamar - Resumé.pdf

137.26KB

Signature

A rectangular box containing a handwritten signature in cursive script that reads "Lunamar Harter".

Date

2025-01-23

LUNAMAR HARTER

Administrative Professional



About Me

(She/Her)

I am an experienced Administrative professional specializing in contract administration, budget development, and organizational initiatives with a focus on equity and process improvement.



Capitola, California

LANGUAGE

- English
- Spanish

EXPERTISE

- Contract Administration
- Strategic Initiative Implementation
- Project Management
- Data Collection & Analysis
- Budget Development
- Workplace Culture Champion
- Management Skills

EXPERIENCE

Departmental Administrative Analyst County of Santa Cruz, General Services Department 2022-Present

Administrative oversight of Departmental Operations, including management of departmental contract portfolio, construction projects, and preparation of department wide budget. Preparation of detailed reports and recommendation of organizational structure changes in connection with studies, data collection and analysis. Creation and implementation of strategic goals, operational objectives, and countywide initiatives.

Administrative Aide County of Santa Cruz, Human Services Department 2020 - 2022

Administrative support of the procurement, administration, and management of contracts between the Human Services Department and partners in a fast-paced environment with a high volume of work.

Personnel Technician County of Santa Cruz, Personnel Department 2018-2020

Technical Recruitment & Selection services, including screening job applications, creating job announcements, administering bilingual skills examinations, advertising job opportunities, attending job fairs, and other tasks related to recruiting.

EDUCATION

University of California, Santa Cruz
Bachelor of Science, Politics & Sociology
In Progress/Paused



City of Capitola Application to Fill City Council Vacancy

Thank you for your interest in participating in Capitola's Government. This application is defined as a public record under California's Public Record Act. Completion and submission of this application is required for consideration of appointment to Councilmember, term ending December 2026. This application must be submitted no later than the deadline of January 23, 2025 by 5:00 PM. You must be a resident of the City of Capitola and a registered voter.

Full Name *

Margaux Morgan

E-mail *

margauxpmorgan@gmail.com

Phone Number *

[REDACTED]

Address *

Street Address

[REDACTED]

Address Line 2

[REDACTED]

City

Capitola

Zip Code

95010

State

CA

Are you at least 18 years of age? *

Yes

No

Are you registered to vote? *

No

Yes, address is same as above.

Yes, address is different than listed above:

Why do you wish to serve as a City Council Member?

I served on the Capitola City Council from 2020-2024. I re-ran in 2024, with the intention to serve another term, but unfortunately did not get elected back in. I would be honored to continue serving the community and be involved in the many upcoming projects ahead of us. I was fortunate to be involved with the City for the last four years and have worked well with our current council members, city staff and many other groups county wide.

Can you share an example of a difficult decision you've had to make in a leadership or professional role, where the ethical choice wasn't necessarily the easiest or most popular? How did you approach it, and what was the outcome?

While serving our City as Mayor in 2023 one of our City Council Meetings experienced a "zoom bombing". The "zoom bombings" were extremely disruptive, offensive and completely unacceptable. I had to decide to continue allowing zoom comments even though we were being subjected to such awful behavior. Legally, we had to continue to take zoom comments, but believe me, it was the last thing I wanted to endure. Council then made the decision to no longer allow zoom commenting. This could be controversial, because it could be looked at as limiting community input from those who are unable to attend meetings in person, however I felt it was necessary. I felt that this was the only choice to make in order to protect our council, staff, and community attendees. I also think it is for the best because it encourages those who wish to participate to attend in person.

What do you see as the most significant challenge Capitola will face in the next two years, and how do you envision contributing to addressing it?

The most significant challenge in the next two years, is the fact that there are very complex issues at hand and that whatever agreement council comes to for any of them will not satisfy the entirety of the community.

We are facing reconstruction of the Stockton Bridge, a resiliency plan for Cliff Drive, housing and development strategies, implementation of the RTC trail...just to name a few. With all of these items (and then some) on the table it will take lots of consideration to make the best choices for the overall community. Therefore, community outreach is going to be a huge component of many of these items. In the past we have seen great turn outs from the community at forums for things like the wharf rebuild and the city's strategic planning. It will be important to continue these types of engagements moving forward.

What is your vision for Capitola's future?

I want Capitola to thrive. I hope to continue to be involved with the future of our beautiful City. We need to have some consistency and experience within our council. I want Capitola to remain a place where small, local businesses can flourish. I want to continue to work with our Police Department to ensure that the safety of our community prevails. I want our coastal/beach access to be maintained and for Capitola to continue being a welcoming and inclusionary space for all.

Please attach any additional materials relevant to your background and experience that may be considered for the appointment, including a resume or CV.

Margaux-appointment.docx

12.97KB

Signature

A rectangular box containing a handwritten signature in black ink that reads "Margaux Morgan".

Date

2025-01-22

Dear Capitola City Council,

I have lived and worked in the City of Capitola for the last 20 years. I have successfully managed multiple local businesses along with my own personal training work. Over this time, I have forged many great relationships with numerous constituents.

I first ran for council in 2020. The height of Covid was a very stressful, scary, and uncertain time. Despite all of that, I wanted to step up and represent my community, and I did just that.

I've had the honor of serving on Capitola City Council for the last four years. In 2023 I held the mayoral position, lead the city through devastating storms and visits from dignitaries, including President Biden. Throughout my term on council, I've supported affordable housing, pedestrian and bike safety, the rebuild & reopening of our iconic municipal wharf, along with many community-oriented initiatives.

There is still more work to be done. I really wish to see many other projects through, like the Cliff Drive Resiliency Project, Capitola's Strategic Plan, the park at Rispin Mansion, Treasure Cove at Jade Street Park, and potential development at the Capitola Mall, the list could truly go on!

It should be taken into consideration that I am an applicant who has most recently served on council and ran a campaign in hopes of serving another term. I will be able to provide leadership in this tumultuous time and maintain good working relationships with Council and staff.

I feel my vibrancy and dedication to the community has shown bright over the last four years and would love nothing more than to serve the next two years on Capitola City Council. Consistency in leadership is key, and our community deserves that. I would be honored to have your appointment on January 30th.

Thank You for your consideration,

Margaux Morgan



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Full Name *

Michael D Gutierrez

E-mail *

mdgutierrez@gmail.com

Phone Number *

[REDACTED]

Address *

Street Address

[REDACTED]

Address Line 2

[REDACTED]

City

Capitola

Zip Code

95010

State

CA

Are you at least 18 years of age? *

Yes

No

Are you registered to vote? *

No

Yes, address is same as above.

Yes, address is different than listed above:

Why do you wish to serve as a City Council Member?

Capitola is more than just my hometown; after living here for over 20 years, it's woven into the fabric of who I am. It's where my wife and I built our lives, buying our first home and establishing our roots. My commitment to this community extends beyond personal ties, as evidenced by my service as a Court Appointed Special Advocate and a suicide prevention/crisis intervention volunteer. I am a graduate of the 2022 Local Government Academy lead by Larry Laurent and Jamie Goldstein. As a dedicated runner, I've literally covered every inch of this town, giving me a unique perspective on its needs and potential. I believe I have an innate ability to recognize the value in every facet of Capitola and every one of its residents, which I'm eager to leverage on the city council.

Can you share an example of a difficult decision you've had to make in a leadership or professional role, where the ethical choice wasn't necessarily the easiest or most popular? How did you approach it, and what was the outcome?

As a corporate alliance manager, I must balance partner interests with program policies. When two strategic partners vied for a customer renewal, one had incumbency rights and protected margins, while the other was the customer's preferred vendor. Despite the customer's preference, program policies required me to uphold the incumbent's pricing advantage. This decision upset the non-incumbent partner, who then partnered with a competitor, resulting in the loss of the customer. While losing the customer was undesirable, adhering to policy preserved both partnerships, a far more critical outcome for our organization.

What do you see as the most significant challenge Capitola will face in the next two years, and how do you envision contributing to addressing it?

Capitola faces two key challenges: the impact of natural events on coastal infrastructure and hillside roads, and the effects of increased housing density. Addressing natural threats requires collaboration with relevant agencies and clear communication with residents. Managing housing growth demands navigating complex issues like land availability, zoning, neighborhood character, traffic, service strain, construction costs, and potential displacement. My 20 years of experience forging productive cross-organizational agreements, coupled with my commitment to collaboration and results, will be very valuable in finding effective solutions for these challenges as a member of the city council.

What is your vision for Capitola's future?

My vision for Capitola is to preserve its warm, close-knit community spirit while thoughtfully navigating the changes necessary for a thriving future. I envision a city that continues to cherish its natural beauty while embracing balanced and forward-thinking development that meets the needs of a modern community.

Please attach any additional materials relevant to your background and experience that may be considered for the appointment, including a resume or CV.

Michael Gutierrez Resume.pdf 77.85KB

Signature

Date

Michael D Gutierrez

2025-01-21

Michael Gutierrez

Capitola, CA | [REDACTED] | mdgutierrez@gmail.com

Summary

Partner Manager/Alliance Strategist/Channel and Business Development Leader

Experienced Partner and Alliance Manager with a demonstrated history of success in IT Security. Proven success at bringing innovative companies to a broader market by identifying and aligning with strategic, revenue-producing regional and national partners. Adept at developing strong partnerships with channel partners, technology alliances, and SIs/ISVs/MSPs. Process-oriented, analytical, problem solver able to assess, report, and make sound business decisions with consideration of competitive landscape and current market conditions.

Specialized in partner enablement, recruitment, developing and driving strategic business plans, with measurable results and exceeding corporate revenue and partner goals. Full partner acceleration, driving both short-term impact and long-term growth. Extensive experience working with Managed Service Providers (MSPs), System Integrators (SIs) and National Channel Partners in designing and implementing quantifiable, multi-faceted programs, campaigns, sales plays with go-to market partners.

Related areas of expertise include: Business Development, Strategic Business Plans, Partner Training and Enablement, accomplished public speaker, Account Mapping, Partner Agreements, Partner Portal, Budget Management, Communications, Channel Development, Recruitment and Programs, Sales Tools, Deal Registration, Forecasting, Reporting, Security Software, Events, Tradeshow, Saas, Cloud Computing, Salesforce.com

Experience

Securly – San Jose, CA

December 2018—Present

Channel Manager, US West and Canada

- Recruited, onboarded, and enabled new partners in Western US, Canada and Latin America
- Aligned with cross-functional teams to design partner collateral and competitive selling tools
- Created strategic and measurable partner business plans aligned to company and partner goals
- Established common practice guidelines for territory sales teams to engage with partner network and establish regional sales goals
- Repeatedly met and achieved 100% of sales goals

Riverbed - San Francisco, CA

December 2015—December 2018

Channel Manager, US West and Canada

- Increased territory sales by 23% in first six months through focused partner engagement and partner-driven sales initiatives
- Named Channel Department Top Contributor for Leadership and Communications in 2016
- Launched a bi-weekly channel training and virtual enablement seminar
- Developed and drove four unique sales campaigns to build pipeline and expand solution sales
- Established certification plans to enable top partners to sell and support emerging technologies

Proofpoint – Sunnyvale, CA

January 2014 – December 2015

Senior Partner Manager, US West and Canada

- Succeeded in six consecutive quarters of over-achievement against quota

- Pioneered onboarding and enablement for Optiv selling relationship with Proofpoint
- Developed a \$3.2 Million pipeline for FH of 2015 through Optiv in the Western US market
- Authored a Channel Sales best- practices guide that was adopted by the North American Sales team for new hire training
- Drove Account Manager and Sales Engineer certifications for over 45 total contributors in 2015

Veeam Software - Santa Clara, CA

December 2012 – December 2013

Territory Manager, US West

- Increased sales in territory 41% YoY in first half of FY2013
- Developed a \$1.3million pipeline in first sixty days through strategic lead generation activities
- Closed SLED and commercial accounts working at all levels inside of the organizations
- Developed a sales training curriculum for Gold Partners and Major National Partners in territory
- Innovated a partner certification process that streamlined training and certification

Trend Micro – Cupertino, CA

June 2010 – November 2012

Channel Development Manager, US West

- Increased sales in territory 33% in 2010, 38% in 2011
- Managed four national channel partners and sixteen regional partners
- Developed a whiteboard sales presentation that became de facto standard for the US sales team
- Maintained an 89% retention rate on existing client renewals
- Increased sales of emerging technologies by 87%

M86 Security - Orange, CA

May 2008 – May 2010

Senior Channel Manager, US West

- Lead Western Hemisphere in web and e-mail security sales revenue four consecutive quarters
- Increased sales in territory by 44% over prior year
- Designed a distribution strategy for two sub-territories
- Pioneered new competitive take-out strategies for underperforming sub-territories
- Maintained a 92% retention rate on existing client renewals

Websense - Scotts Valley, CA

September 2000 – April 2008

Senior Channel Manager, US West

- Managed renewal sales, distribution sales, and channel sales for Latin America Created the first and most successful three-tier channel in the Western Hemisphere
- Managed five distributors, and fourteen resellers throughout Latin America
- Awarded Sales Person of the Year 2006 for overachievement and top sales in the Americas sales region at 153% of assigned quota
- President's Club award winner 2006 and 2007

Education

Bachelor of Arts, Public Policy & Mass Media

St. Olaf College, Northfield, MN



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Full Name *

Peter George Wilk

E-mail *

petergwilk@gmail.com

Phone Number *

[REDACTED]

Address *

Street Address

[REDACTED]

Address Line 2

City

Capitola

State

CA

Zip Code

95010

Are you at least 18 years of age? *

Yes

No

Are you registered to vote? *

No

Yes, address is same as above.

Yes, address is different than listed above:

Why do you wish to serve as a City Council Member?

I wish to be appointed the City Council because I have extensive experience in many aspects of Capitola governance and can provide needed advice and perspective to a relatively new and inexperienced council. I have demonstrated that I dive deep into the questions put before me and ask the tough questions. As an unelected member, I would not push my agenda but will act as a sounding board for process and history in ways that the staff is not authorized to respond.

I have many issues that my subcommittee membership will soon bring before the council:

The new Climate Action Plan is going to go out for consultant bids and I was instrumental in redlining the existing plan and have close ties to the remaining COE members.

Implementing the Housing Element will be a huge challenge that will come before the council. I was on the Planning Commission that crafted the document and got it approved by the state.

The Monterey Railing project is not fully approved. This project was initiated by me.

The new housing development on Capitola road will create public outrage over parking. I was on the commission that approved this development and was on the Ad Hoc parking committee so I know all the issues.

As an unelected council member, I will not drive my opinion on any of the issues but will be happy to ensure all sides of the arguments are addressed.

If requested, I am happy to commit to not running for office in 2026.

Can you share an example of a difficult decision you've had to make in a leadership or professional role, where the ethical choice wasn't necessarily the easiest or most popular? How did you approach it, and what was the outcome?

The most difficult decision I dealt with was to campaign for the removal of the elected office of Treasurer. Council member Bertrand was a former treasurer and believed it was a valuable office and an easy way to get experience for entry into politics. City manager Goldstein argued that it was not worth pursuing because earlier attempts to do so had failed and polling efforts indicated that it would not pass. And can you have enough eyes overseeing the budget? Other council members supported me because the fear of a renegade treasurer with powers implied by the state but none granted by the city was a

problem they has seen before. My solution was to research the charter, see what other cities did and craft a powerpoint presentation that would con the Council to agree to put the issue on the ballot. I wrote the argument for the proposal and it passed by well over 60% I still sometimes wonder if that was a proud accomplishment or a mistake.

What do you see as the most significant challenge Capitola will face in the next two years, and how do you envision contributing to addressing it?

I believe the cities biggest challenge in the next two years will be managing growth mandated by the Housing Element. Although already approved, the implementation of the Housing Element is the most difficult part. The Planning Commission will end up kicking issues upstairs to the Council due to public outrage regarding overcrowding, parking and losing the "quaint small-town feel" of Capitola. I am aware of all the issues and can present both sides.

What is your vision for Capitola's future?

I see Capitola gaining significant population growth despite being essentially built out already. The growth needs to be concentrated along 41st Avenue and creative traffic flow solutions will be needed. This is best handled by citizen committees. I also see us pursuing grants and seeking cooperation with other agencies regarding sea level rise. I can only hope that some progress is made on the Mall site.

Please attach any additional materials relevant to your background and experience that may be considered for the appointment, including a resume or CV.

Capitola Resume.pages	338.78KB
Peery Park flyer .pages	1.7MB
Engineering Resume.pages	304.97KB

Signature

Date

Peter Wilk

2025-01-19

Dates approximate:

2013. Established Capitola residence. Joined citizens input committee to update Municipal code. Got height requirements clarified among other inputs.

2014 - 2024. Appointed and reappointed to the **Capitola Committee on the Environment**. Led volunteer initiative to renovate Peery Park (flyer attached). Completed efforts without accessing the general fund. Facilitated creation of the Environmental Sustainability tab on the city website. Updated the green building program. Reviewed and redlined the Capitola Climate Action Plan. Facilitated multiple Soquel Creek improvement efforts.

2016 - 2018. Elected **Capitola City Treasurer**. An office without a city charter, I nevertheless used it to participate in hiring our current Finance Director, select independent audit accountants and review city finances, specifically the check registers. Held staff accountable for expenses. Chaired the Finance Advisory Committee. Attended all City Council Meetings as an elected non-voting member who reviewed and questioned all agenda items from a cost standpoint. Made a powerpoint presentation to the city council arguing for the removal of the City Treasurer as an *elected* official, wrote the argument in favor on the ballot initiative and resigned when it passed. 2024: Asked by City Council to write the rebuttal to arguments against Measure Y, if necessary.

2022. Participated in the Ad Hoc citizens **Parking Committee** which established the current parking fees and permit allowances.

2023. Appointed to **Art and Cultural Commission**. Emceed summer concerts. Hosted artists in my home. Initiated the Monterey avenue railing project. Helped select the tree stump art project and the Begonia Festival monument. Attempted to adjust the commission budgeting process.

2018 - 2024. Appointed **Planning Commissioner**. Focused on enforcing the municipal code where applicable and discerning the proper intent of the code items. Always had the applicant's viewpoint in mind, trying to eliminate cost and grief. Argued against commission overreach. Successfully argued for elimination of commission control over private residence house color, simplified the landscape requirements and streamlined the application process with simplification of the staff review process. Worked to clarify the often unworkable tree removal requirements. Was educated on state housing requirements and helped pass our current Housing Element.

2024: Official Treasurer for the Kristen Brown of Supervisor campaign.

Peery Park Habitat Restoration Project

VOLUNTEERS WANTED



Come join us Saturday, January 16th from 9:00 A.M. until noon (approximately) to help remove the invasive English Ivy as the first step in returning Peery Park to its natural riparian habitat. English Ivy, the green desert, is not native to the area and is harmful to indigenous plants and animals.

Instructions and tools will be provided on site.

Please e-mail your intent to participate in this community service to Danielle Uharriet at duharriet@ci.capitola.ca.us. For questions contact Capitola environmental commissioner Peter Wilk at petergwilk@gmail.com or call (510) 378 2769.

Peery Park is located in Capitola, behind the Bay Avenue Nob Hill grocery store by the foot bridge. This effort is endorsed by the Capitola City Council.

ENGINEERING ACCOMPLISHMENTS

- **2012-2020** Engineering consultant

ATK (Alliant Techsystems) PROPULSION AND CONTROLS

- **2006 - Retirement.** Engineering Manager, Electronics and Software
Established and staffed a new engineering department. Grew from an initial 4 heads acting as consultants, to a peak of 23 heads with a portfolio of designs and customer funded programs.

Created and marketed an FPGA-based Thrust Vector Control System (TVC) designed in-house at the San Jose lab. This has become the standard for the ATK STAR rocket motor when vectorable nozzles are needed.

Evolved this design for use on Divert Attitude Control Systems (DACs) - used on the successful PA-1 launch abort test for NASA (Orion program).

Established our department as the go-to engineering staff for control systems and vehicle electrical systems modeling for all of ATK (i.e. Matlab Simulink models).

Responsible for budget, schedule, hiring, firing, process/ procedures and technical excellence at both the functional and project levels.

PRATT & WHITNEY, SPACE PROPULSION.

- **1999-2006.** Engineering Manager, Avionics and Controls.
Responsible for an 88% increase in business during management tenure. Increased staff from 17 to 32 heads. Avionics was a separate product center accounting for 15% of total sales at the Pratt & Whitney San Jose site.

Line manager for a staff of engineers, technicians and draftspersons. Projects were mostly mechatronics systems. Experts on TVC (thrust vector control), electric propulsion (Hall Effect Thrusters) and other electro-mechanical based rocket components having strict military and space requirements. Demonstrated success on THAAD, GMD, Titan boosters, IUS, Standard Missile, Delta III & IV and Minuteman programs.

Responsible for product development from proposal stage through design, qualification, manufacture, acceptance test and launch support. Complete budget and schedule responsibility. Directed IR&D efforts. Created methods and procedures to

capture design for manufacturability, lessons learned, standardized costing and engineering skills development.

Recreated tooling group to design and maintain special test consoles, test electronics, tooling fixtures and manufacturing aids for manufacture and test of the Avionics product line.

Acted as integration manager for incorporation of Space Power Inc. into the Pratt & Whitney family at San Jose. Served as member of the Aerojet acquisition due diligence team. Assigned as technical manager for electric propulsion (Hall Effect thruster) programs.

- **1990-1999.** Supervisor, Avionics Electronics.

Supervised a staff of 10 while concurrently designing and managing the Titan IVA Flow Control Valve upgrade. Standardized production methods by implementing the MSI process. Technical lead for all Titan 34D and Titan IVA booster electrical components.

- **1983-1990.** Chief Electrical Design Engineer, IUS and Block IV Standard Missile TVC programs.

Served as technical manager for Parker Hannifin TVC subcontract. Modified IUS control system for use on TOS program for OSC/NASA. Technical lead for Space Shuttle Aft Frame Tilt Actuator (AFTA) control system. Investigated 1984 flight failure of the IUS Techroll joint and implemented corrective action design enhancements.

- **1978-1983.** Electrical Design Engineer.

Redesigned and qualified IUS control system upgrades. Designed and built test equipment for nozzle vector testing and controller low power testing. EMC design and test.

SKILLS

Project and functional line management. Analog and digital design. Brushed and brushless motor drive. Closed loop servo systems. Batteries. Filter design. Circuit board layout. Configuration management. Quality control systems. EMI/EMC. Electronics piece part screening.

EDUCATION

BSEE. UCLA. 1977. MBA. University of Santa Clara. 1991



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Full Name *

Rachel Neuman

E-mail *

rachelnneuman@hotmail.com

Phone Number *

[REDACTED]

Address *

Street Address

[REDACTED]

Address Line 2

[REDACTED]

City

Capitola

State

CA

Zip Code

95010

Are you at least 18 years of age? *

Yes

No

Are you registered to vote? *

No

Yes, address is same as above.

Yes, address is different than listed above:

Why do you wish to serve as a City Council Member?

I'm interested in serving on Capitola's City Council because I want to be a public servant and give back to the community, to improve the infrastructure, support economic growth, enhance public safety, promote equity and most importantly I'm passionate about addressing and supporting environmental sustainability solutions.

Can you share an example of a difficult decision you've had to make in a leadership or professional role, where the ethical choice wasn't necessarily the easiest or most popular? How did you approach it, and what was the outcome?

As the Director of Graduate Student Life at UC Santa Cruz, I'm charged with supporting and advising a governing board of Graduate Students in shared governance. My role is to ensure that the board's initiatives are aligned with University policy and procedures. During a contentious time, during the UCSC graduate student's labor union WildCat strike, I had to navigate a fine line of supporting students but also upholding UCSC policies. The students wanted my advocacy and support but it was against UCSC policies. I felt like a rock in the hard place, wanting to support my students but being obligated to university administration and policy. I sought UCSC leadership and council and had to make a tough decision and cancel a graduate student event. The graduate students were not pleased with this decision. Bridges and trust were broken and I had to work hard to restore the rapport and respect of the student leaders that I worked closely with.

What do you see as the most significant challenge Capitola will face in the next two years, and how do you envision contributing to addressing it?

I see Capitola having two major challenges; one is an environmental issue with coastal storms, flooding and erosion. The sea wall erosion will need to be addressed and I'm aware of the survey the city is doing to consult with their community to make a decision on how to address the roadway from opal cliff down into the Capitola Village. Affordable housing in another issue the city is currently working on with the development office to provide infrastructure to provide more affordable housing while still keeping the small town community look and feel.

In my role on the city council, I hope to help address these issues by consulting with professionals, and connecting and soliciting the community's opinions. It's critical to get expert opinions, data and feedback to help make these decisions. Feedback can be solicited via surveys and town halls; as town halls

provide the opportunity to share data and findings with the community and get their feedback. Soliciting the community's feedback and receiving professional guidance is critical to making informed shared governance decisions.

What is your vision for Capitola's future?

My vision for Capitola's future is to support community engagement, with the goal of retaining the small coastal town vibes, that enhances the community wellbeing through the entertainment music at the esplanade, art and wine festivals, parks and recreation, while ensuring the infrastructure is in place to support the parking and roads that gives access to the community, which support the success of small business and revenue that is brought in by tourism.

Please attach any additional materials relevant to your background and experience that may be considered for the appointment, including a resume or CV.

Capitola City Coucil Cover Letter - Rachel Neuman.pdf	35.66KB
RNeuman Resume 1-22-25.pdf	224.02KB

Signature

Date

Rachel Neuman, M.A.

2025-01-22

Dear Capitola City Council Members,

I am writing to express my strong interest in serving as a member of the Capitola City Council. As a dedicated member of this community since 2001, I am deeply committed to addressing the challenges we face and fostering a thriving, inclusive environment for all residents.

Throughout my career in higher education at Cabrillo Community College and UC Santa Cruz, I have had the privilege of serving on task forces, working groups, and governing boards making shared governance decisions, leading initiatives, managing budgets, collaborating with diverse stakeholders, while advocating for higher education issues. These experiences have equipped me with the skills and perspective needed to contribute effectively to the Capitola's city council's efforts.

My priorities as a council member would include improving infrastructure, supporting economic development, enhancing public safety, addressing environmental sustainability, and promoting diversity and equity. I believe that through collaboration, transparent governance, and active community engagement, we can develop innovative solutions that reflect the values and needs of our city.

I am eager to bring my skills, such as strategic planning, leadership, problem-solving, communication and emotional intelligence to this role and work alongside my fellow council members to build a stronger, more vibrant community.

Thank you for considering my candidacy. I would be honored to contribute to the growth and well-being of Capitola as a member of the city council.

Sincerely,

Rachel Neuman

[REDACTED]

Capitola, CA 95010

Rachel Neuman, M.A.

Capitola, CA

rachelnneuman@hotmail.com

Summary of Relevant Skills and Abilities

- Eighteen years experience in higher education; eleven years of progressive experience in Student Affairs and four years Athletic Administration at UCSC and three years in Athletic Administration at Cabrillo Community College.
- Extensive experience with holistic student learning and development, advocacy, conduct and crisis management, strategic planning, policy assessment, policy advocate, professional development, alumni networking, event management and campus wide collaborations.
- Business operations, organization and personnel management, project management, fiscal planning, procurement oversight, fund development, crowdfunding, grant writing, financial forecasting and oversight of fund accounting and expenditures.

Professional Experiences

Division of Graduate Studies - University of California, Santa Cruz

- **Director of Graduate Student Life (August 2013- Current)**

Organizational & Strategic Planning Accomplishments:

- Responsible for strategic planning and advocacy for graduate students, policy development, budget administration, staff development and supervision, mentoring student leadership development and shared governance, facility management, and financial administration. Ensuring graduate students understand and follow complex campus policies and procedures.
- Provided creative leadership and organization, while collaborating with academic departments, grad advisors and campus resource partners in planning, organizing and implementing large scale events, graduate orientation and grad video production. Organized mandatory orientation training sessions for Title IX, Global Engagement, Teaching Assistants Training (CANVAS) and providing access for the UAW Mandatory Academic Student Employee info sessions.
- Oversight of the Graduate Student Commons Governing Board and auxiliary enterprise retail cafe. Served as the landlord to the tenant. Managed the new restaurant vendor selection process including the request for interest, request for proposal and bidding process. Negotiated the real estate lease terms with selected vendor Café Ivéta. Project manager and provided oversight for ensuring successful design and build for the tenant improvements, capital improvement repairs and new equipment order and installation based on the tenant's desired theme and aesthetics. Successfully, managed lease renewals that had new UC system wide policies and constraints.
- Developed the Graduate Student Peer Mentor Program for all grads across 5 academic divisions.
- Managed the graduate students enacted student fee referendum, proposed amendments to the fee measure and had the amendments on the student elections ballot. Supported the graduate students with getting the vote out to support civic engagement and success of their ballot measure passing.
- Working with the Graduate Student Association and the Graduate Student Commons Governing Board to support reunifications, which would result in more participation of shared governance, promotion of graduate student organization and engagement with the graduate student body.

Student Support & Advocacy Accomplishments:

- Member of the Okanagan Charter working group
- Served as staff support for the Chancellor's Strategic Plan: Envisioning the Future of Graduate Education
- Championed and influenced institutional changes to provide better support for graduate student welfare. Served as staff support for the graduate student welfare working group and made recommendations to the Executive Vice Chancellor.
- Advocated for graduate student housing needs and coordinated with campus partners within Colleges, Housing and Educational Services (CHES) on the Student Housing West Project.
- Member of the strategic academic planning working group designed to reduce barriers and to improve integration of Silicon Valley Campus and Santa Cruz Campuses to ensure graduate students at the Silicon Valley have access and sense of belonging.
- Served on a Academic Recovery Planning Task Team on Engagement, Community, Sense of Belonging
- Served on the Steering Committee [GANAS Graduate Pathways](#) (Graduating and Advancing New American Scholars) a 5 year grant awarded to UCSC in support of Hispanic Serving Institution initiatives.
- Developed a Graduate Student Peer Mentorship Program and worked with campus Deans to institutionalize the program.
- Provided vision and leadership of a comprehensive and innovative graduate student life program. Developed programs consisting of the 8 elements of well-being; professional development, emotional, nutritional, physical, spiritual, financial, environmental, social and cultural. These co-curricular programs supported a graduate student sense of community, belonging, which contributes to their overall well-being and academic success. Worked in collaboration with campus partners in student affairs, academic units and chancellors administrative units to cosponsor a myriad of events such as professional development, alumni networking, peer mentoring, DEI and wellness.
- Developed marketing and communication strategies to promote the graduate student life programming across multiple communication platforms consisting of a weekly newsletter, campus events calendar, videos, and social media.
- Collaborated with the Graduate Student Association and campus leaders to advocate for student needs, to ensure the student voice is heard. Coordinated graduate student advocacy town hall forum for graduate students called *In Conversation with Campus Leaders*. Giving the graduate students a forum to voice their concerns and to be heard by the Associate Vice Chancellor, Vice Provost and Deans.
- Developed a new graduate student program, called GradLab, an initiative between the Graduate Student Association and the Graduate Student Commons Governing Board. GradLab supports graduate student initiated organizations, events, clubs and programs.
- Fundraising initiatives: Raised \$11,609 via crowdfunding and \$2,500 in grants for the GradLab program, raised \$750 for Peer Mentoring during the Spring Give. Raising money for Peer Mentoring and a Connected Graduate Student Community on Giving Day Nov. 8, 2023.

Supervision & Human Resource Accomplishments:

- Responsible for sensitive personnel and human resource management, hiring, training and staff supervision.
- Supervised part time graduate student interns and part time undergraduate student employees. Ensuring fee remission were incorporated into the employment offering.
- Provided leadership and direction, delegation of work, led staff training, and annual performance evaluations.

- Worked in collaboration with staff human resources to create a graduate internship position. I worked with the Academic Personnel Office to hire UCSC lecturers. I worked closely with the human resources timekeeper to approve payroll and direct pay for academic employees..
- Served on various hiring committees, with national recruitment ranging from senior administrative searches to unit level manager positions.

Finance & Operations Accomplishments:

- Responsible for budgetary planning, control and acquisitions.
- Assessed funding needs, developed funding and budget strategies, identified potential funding sources and wrote grant proposals to secure resources from campus and extramural resources and raised money from donors via a 24 hour crowd fundraising campaign on UCSC's Giving Day. Brought in over \$178K in total resources.
- Oversaw \$300k operating budget involving multiple fund sources and types of funds as well as a \$500k plant reserve.
- Managed all financial activities and monitored and approved funding requests, transfer of funds and purchase orders.

Office of Physical Education, Recreation and Sports - University of California, Santa Cruz

- Facilities and Operations Manager (October 2008 - August 2013)

Organizational & Strategic Planning Accomplishments:

- Provided leadership, supervision, and oversight of multi-use recreation and sports facilities and athletic fields. Oversaw athletic events, customer service, operations, maintenance, staff supervision and financial management.
- Managed logistical operations, scheduling, staffing, event operations, routine and major maintenance projects. Performed daily inspection of facilities for general appearance, cleanliness and safety. Generated and maintained master schedule for all PE classes, recreation programs, athletic schedules using 27 resource calendars and updating the websites. Managed master key inventory, audit, collection and distribution as well as wireless key access management system. Managed and maintained annual physical inventory of equipment.
- Developed and successfully implemented new facility policies and procedures.

Supervision & Human Resource Accomplishments:

- Supervised 5 full time employees and 150+ student employees. Provided leadership and direction, delegation of work, led staff training, and annual performance evaluations. Worked in collaboration with staff human resources when hiring full time employees and sensitive personnel matters.
- Responsible for fiscal responsibility, worked in coordination with the Business Manager to review maintenance and operations budgets that had multiple fund sources.

Emergency Management Accomplishments:

- Served as the safety and emergency manager for the sports and recreation facilities.
- Managed the Injury Illness Prevention Program (I2P2).
- Served as the disaster preparedness coordinator and ergonomic coordinator for the department. Ensured that all employees remained up to date with all training and that the department stayed up to date with all safety and emergency management mandates.
- Certified as a Shelter Manager, point person to oversee OPERS recreation facilities during natural disasters.
- Primary responder in life saving CPR rescue and point person emergency responders.
- Primary responder to campus grenade threat, when a grenade was found near OPERS. Point person to UC Chief of Police.

Division of Health, Athletics, Wellness and Kinesiology - Cabrillo Community College

- Athletics Manager (October 2003 - March 2007)

- Supported the Athletic Director in athletic administration, athletic event management, staff supervision of athletic facilities, overseeing competition, facility access, security and athletic equipment management. Ensured PE classes and athletic event facilities were managed, set up, supported during the event or class and struck down post event.
- Provided support and oversight of all athletic event management. Ordered athletic equipment, team uniforms and sports equipment.
- Personnel supervisor, responsible for hiring athletic event staff, training, scheduling, delegation of work, approval of payroll and performance management.
- Provided support in athletic fundraising and development, assisted the planning and organization of the annual fundraising golf tournament.

Education

San Jose State University (2006) Masters of Arts: Kinesiology and Sport Management

George Fox University (2000) Bachelors of Science: Health & Human Performance / Religion

Portland Community College (1998) Core Courses: General Education

Certifications & Trainings

- Educational Testing Services (ETS): Strategies to support the success of Every Student (8/29/2023)
- University of California: Women's Initiative for Professional Development, CORO, (6/18/19)
- UCSC Sexual Violence and Sexual Harrassment Prevention Training (2/26/20)
- UC Cyber Security Awareness Fundamentals (2/3/20)
- UC Managing Implicit Bias Series: Managing Implicit Bias in the Hiring Process (4/1/19)
- UC Managing Implicit Bias Series: Mindfulness and Conscious De-biasing (4/1/19)
- UC Managing Implicit Bias Series: Commons Forms of Bias (4/1/19)
- UC Managing Implicit Bias Series: What is Implicit Bias (4/1/19)
- UC Cyber Security Awareness Fundamentals (2/8/19)
- UCSC's Sustainability Certificate, (6/7/18)
- UC: General Compliance Briefing: University of California Ethical Values and Conduct (6/19/18)
- UCSC Emotional Intelligence Series (Relationship Management, Social Awareness, Self Management) (6/4/19)
- UCSC Diversity Equity and Inclusion Certificate Program (2013-14)
- UCSC: Fair Hiring, (2/28/12)
- Mental Health First Aid, (10/26/11)
- PhotoShop, Level 1 (1/2011)
- InDesign, Level (12/1/10)
- Dreamweaver, Level 1 (7/14/09)
- UCSC Performance Management (1/2009)
- California Real Estate License (2007-2010)

Committees & Conferences

- ACE Women's Network Northern California annual conference UC Berkeley (November 1, 2024)
- Okanagan Charter (Fall 2023 - current)

- Basic Needs Task Force (Fal 2023 - current)
- Chancellor's Strategic Plan: Envisioning the Future of Graduate Education (Winter & Spring 2023)
- Campus Advisory Committee on the Status of Womxn ([CACSW](#)) at UC Santa Cruz (2021- current)
- Steering Committee [GANAS Graduate Pathways](#) (Graduating and Advancing New American Scholars) a 5 year grant awarded to UCSC in support of Hispanic Serving Institution initiative (2021-Current), Activity 6: [VOCES Writing Center](#)
- Coronavirus: New Student Communication and Planning Sub-Working Group (Summer 2020)
- Academic Recovery Planning Task Team on Engagement, Community, Sense of Belonging (2020)
- UCSC Strategic Academic Plan, Initiative Subwork Group #6 Improving integration of Silicon Valley Campus and Santa Cruz Campuses (2019 - 2020)
- Radical Resilience Initiative @ UCSC Working Group (2019 - 2020)
- Resilience Operations Committee (2018 - 2020)
- UC Berkeley's Greater Good Science of Happiness Conference (Spring 2019)
- UC's Healthy Campus Network Conference, UCLA (Fall 2018)
- UCSC's Healthy Campus Network Committee (Fall 2018 - 2020)
- Working Group on Graduate Student Welfare (Spring 2018)
- Campus Welfare Committee (2016 - 2018)
- Campus Based Fees Working Group (2016 - 2017)
- Graduate Student Commons Restaurant Vendor Selection Committee, Chair (2015 - 2016)
- Quarry Amphitheater Building Committee (2014 - 17)
- Graduate Student Commons Governing Board (2013 - current)
- Quarry Plaza Council, Chair (2013 - current)
- Events Coordination Committee (2008 -2013)
- Steering Committee: Office of Physical Education, Recreation and Sports (2008 - 2013)
- UCSC Fall Festival Committee (2008 - 2013)

Video Production, Digital and Web Development

University of California, Santa Cruz

- [Graduate Orientation Welcome Video](https://www.youtube.com/watch?v=jwOWqad97u4&feature=youtu.be), <https://www.youtube.com/watch?v=jwOWqad97u4&feature=youtu.be>
- [Grad Orientation Resources Slide Deck](https://docs.google.com/presentation/d/1gsoxbK7YCRtp_o-NBLrQF76g03mAesPPzZmCVLXQLxc/edit?usp=sharing), https://docs.google.com/presentation/d/1gsoxbK7YCRtp_o-NBLrQF76g03mAesPPzZmCVLXQLxc/edit?usp=sharing
- [GradLab Giving Day Video](https://www.youtube.com/watch?v=CFj65_nmepA), https://www.youtube.com/watch?v=CFj65_nmepA
- [GradLab website](https://gradlab.ucsc.edu/), <https://gradlab.ucsc.edu/>
- [Graduate Student Commons website](https://gradcommons.ucsc.edu/about), <https://gradcommons.ucsc.edu/about>



City of Capitola Application to Fill City Council Vacancy

Thank you for your interest in participating in Capitola's Government. This application is defined as a public record under California's Public Record Act. Completion and submission of this application is required for consideration of appointment to Councilmember, term ending December 2026. This application must be submitted no later than the deadline of January 23, 2025 by 5:00 PM. You must be a resident of the City of Capitola and a registered voter.

Full Name *

Susan Westman

E-mail *

Susan@bestwestman.com

Phone Number *

[REDACTED]

Address *

Street Address

[REDACTED]

Address Line 2

City

Capitola

Zip Code

95010

State

CA

Are you at least 18 years of age? *

Yes

No

Are you registered to vote? *

No

Yes, address is same as above.

Yes, address is different than listed above:

Why do you wish to serve as a City Council Member?

I am stepping forward to apply for this opening on the City Council because Capitola is at a critical juncture, and I bring the depth and breadth of experience necessary to meet its pressing challenges head-on. My many years as City Manager for Capitola and several other cities, coupled with my current service on the Planning Commission, have equipped me with the skills, knowledge, and relationships to contribute meaningfully to this Council from day one.

I have lived in Capitola for 43 years and raised my family here while working for the city for 16 of those years. I love this town and its people, and I am proud of my well-earned reputation as a problem solver who understands Capitola's unique character and challenges. I am committed to serving this Council through the 2026 election, without seeking re-election, to ensure stability and focused leadership during this transitional time.

Capitola faces intense challenges that demand immediate action:

- The Capitola Mall, once our largest revenue generator, is no longer fulfilling that role.
- Retail and restaurants, the staple of the Village, are struggling.
- Our police facilities face flood risks that threaten public safety.
- State mandates require us to address California's housing crisis.
- The city's financial outlook is troubling, with projections trending downward.

These are major and urgent challenges facing this Council during the next two years and beyond. They require bold, creative, and realistic solutions grounded in expertise and guided by a vision that preserves what makes Capitola so cherished. I have the real-world experience to navigate this complexity. From negotiating with developers to being part of the team that brought the Capitola Mall and Capitola Auto Plaza to life, I know how to get things done.

Capitola's challenges are not a reflection of its staff or City Manager but rather the

shifting political and economic environment that is reshaping our future. It's imperative that the Council is focused, informed, experienced, and motivated to act decisively. I am ready to contribute with immediate impact, and I will bring the leadership necessary to help Capitola navigate this pivotal moment. If selected, I am confident in my ability to work collaboratively with the Council, staff, and community to keep Capitola moving forward while safeguarding its unique charm and character.

Can you share an example of a difficult decision you've had to make in a leadership or professional role, where the ethical choice wasn't necessarily the easiest or most popular? How did you approach it, and what was the outcome?

Ethics must be at the heart of every decision made by a Council Member or City employee. The public's trust depends on it, and adhering to the highest ethical standards not only cultivates confidence but also leads to better outcomes for the community. Capitola's recently adopted Code of Conduct is a significant step forward in ensuring decisions reflect these principles and prioritize the public good. For professionals like City Managers, some of the most consequential ethical decisions occur behind closed doors, often involving personnel matters that never become public. These moments test a leader's commitment to integrity and the values they profess to uphold.

During my career as a City Manager, I faced many ethical challenges, but one stands out as a defining moment. Three of five Council Members asked me to remove a well-respected, long-serving Community Development Manager after he publicly announced that he was gay and moving in with his partner. They expressed concerns that his announcement might discourage developers from working with the City. Regardless of their motivations, their directive was deeply flawed and unethical. They made it clear that if I did not act swiftly, I would be seen as putting personal beliefs above the City's interests—and that I should start looking for another job.

This demand not only violated the Brown Act, as the three had coordinated their directive without public notice, but it also raised significant legal and moral issues. After careful consideration, I determined the most ethical course of action:

- I scheduled a closed session with the Council to discuss my job performance, using it as an opportunity to address the inappropriate directive I had received.
- I relied on the City Attorney to advise the Council on the legal implications of firing an employee based on their sexual orientation.
- I stood firm in my decision, fully aware that it could jeopardize my career but recognizing that protecting the rights and dignity of the Community Development Manager was paramount.

In that closed session, one of the three Council Members reconsidered their position, and the Council ultimately decided to retain the Community Development Manager. However, the fallout was significant. Over the next year, the two remaining dissenting Council Members repeatedly voiced their displeasure with me and resisted the diversity training program approved by the majority.

Despite these challenges, ethical leadership prevailed. The Community Development Manager went on to attract major new revenue sources for the City, including a large auto dealership and several other commercial developments. He later moved to a larger city, where he enjoyed a successful 15-year career. By the end of the year, one of the dissenting Council Members chose not to run for re-election, and the other lost their bid. This experience underscores a vital truth: Ethical decisions often come with personal and professional costs, but they are the foundation of good governance and community trust. As a Council Member, I would bring this unwavering commitment to ethics, ensuring that every decision prioritizes fairness, legality, and the well-being of Capitola's residents.

What do you see as the most significant challenge Capitola will face in the next two years, and how do you envision contributing to addressing it?

Capitola faces two key, interconnected challenges requiring immediate and skilled attention over the next two years: Residential Development and Commercial/Mixed-Use Development. These intricate issues require a leader with the experience to navigate state requirements, budget constraints, and community concerns while strengthening trust and collaboration.

Residential Development

The complexities of state housing mandates place Capitola in a difficult position, severely restricting the city's ability to balance compliance with minimizing negative impacts on our community. Failure to meet these mandates risks serious sanctions from the state, making it essential to address this issue with both urgency and skill.

The first step is to ensure transparency and clarity. Many frustrations and tensions stem from a lack of understanding about these mandates and their implications. To bridge this gap, I propose:

- Town Hall meetings to openly discuss challenges and opportunities.
- White papers to clearly explain the constraints and options available.
- Improved public noticing and ample lead time for proposed changes and projects.

These actions will create a more informed and engaged public, reducing misplaced anger and building collaboration between the community, city staff, and leadership. My deep understanding of planning processes and my ability to distill complex issues into actionable steps uniquely position me to guide this effort effectively.

Commercial and Mixed-Use Development

Stabilizing Capitola's fiscal health hinges on increasing sales tax and Transient Occupancy Tax revenues, which depend on strategic and successful commercial development. The Capitola Mall property and the 41st Avenue Corridor are key areas where thoughtful development can drive long-term revenue growth and community benefit.

However, the 41st Avenue Corridor is also home to sensitive neighborhoods. Growth in this area must respect the needs of these communities while delivering economic benefits.

To achieve this, we need:

- Proactive zoning changes to encourage investment.
- A welcoming attitude toward businesses and developers to build partnerships.
- Engagement with the local community to ensure their concerns and ideas are incorporated into development plans.
- An expedited timeline for implementing these changes to initiate the multi-year process of development.

While development decisions will inevitably face differing opinions, the key is to approach the community with respect, openness, and clear communication. By including residents in the decision-making process, we can balance economic growth with Capitola's unique character and address the financial challenges ahead.

What is your vision for Capitola's future?

Thank you for this excellent question. It provides an opportunity to articulate "what" we aspire to achieve for Capitola, even as we navigate the "how" with thoughtful and informed decisions. While our challenges are substantial, I am confident we can move forward with actionable steps guided by a clear and practical vision:

- Financial Stability and Quality Services:

A city that is financially stable, well-maintained, and delivers high-quality services to residents, businesses, and visitors. This creates a self-reinforcing cycle of sustainability and livability that supports Capitola's long-term success.

- Respectful Civic Engagement:

A city that encourages and values respectful civic engagement while proactively connecting with the community through transparent communication, inclusive outreach, and meaningful dialogue.

- A Vibrant 41st Avenue Corridor:

A revitalized 41st Avenue Corridor integrating new housing options, health services, and thriving commercial opportunities while addressing the unique needs of adjacent neighborhoods.

- Diverse and Inclusive Neighborhoods:

A city of neighborhoods offering a well-integrated mix of home sizes and prices, ensuring access to housing for all income levels while maintaining a neighborhood character for all residents.

- A Thriving Village:

A Village area that embraces new opportunities for visitor accommodations and businesses while honoring and preserving the charm and history of Capitola's beloved Village.

- Serving a Diverse Community:

A city that recognizes and serves the diverse needs of all residents.

- Forward-Thinking Transportation:

A city that embraces second-order thinking to move beyond car-based transportation, with accessible sidewalks, bike and pedestrian trails, efficient shuttle services, and a truly usable public transportation system.

Please attach any additional materials relevant to your background and experience that may be considered for the appointment, including a resume or CV.

Westman Resume.pdf

46.89KB

Signature

Date



2025-01-22

SUSAN C. WESTMAN

[REDACTED]
 Capitola, CA. 95010
 [REDACTED]

Email – Susan@bestwestman.com

EXPERIENCE**Capitola Planning Commissioner – Currently, 2020-2024, and 2016–2018**

During this last year a few of the major issues the Planning Commission worked on were:

- Changes needed for to have Capitola’s Housing Element certified
- Zoning code updates to support businesses and housing development
- Approved a 52 unit affordable housing project on 38th Avenue

Interim Community Development Director and General Plan Consultant – City of Capitola 2012 – 2013

- Worked with Capitola’s General Plan Committee to complete the 2014 City of Capitola General Plan
- Organized recruitment for Community Development Director
- Managed the Planning and Building Departments

**Interim Community Development Director – City of Scotts Valley 2008 – 2009
2005 – 2006**

- Assisted with the recruitment and hiring of a permanent Community Development Director
- Worked with the Council, Planning Commission and Department of Fish and Game to finalize a habitat conservation plan for Scotts Valley.
- Completed environmental review and related staff work on a number of commercial and residential projects.

Interim Community Development Director and Deputy Director of the Redevelopment Agency – City of El Cerrito 2004 – 2005

- Redefined the Community Development Director position and assisted with the recruitment and hiring of a permanent Community Development Director
- Supervised all aspects of the Planning Department and Redevelopment Agency

Interim Town Manager – Town of Moraga 2003- 2004

- Worked with City Council to recruited and hired permanent Town Manager.

- Purchased building for City Hall and Police Department
- Restructured Town's recreation program and developed a joint recreation program with the City of Lafayette

Interim Executive Director - Doran Center for the Blind and Visually Impaired **2002- 2003**

- Worked with the Board of Directors to restructure the organization and budget to maintain services to the blind and visually impaired in Santa Cruz County.
- Structured a merger with another non-profit organization to resolve the Center's financial crisis.

Interim City Manager – City of Half Moon Bay **2001- 2002**

- Worked with the City Council to complete their City Manager and Finance Director recruitments.
- Completed labor negotiations on three-year contracts for three labor groups in the City.
- Worked with new and interim staff to maintain city operations and accomplish Council goals.

Interim City Manager – City of El Cerrito **2000- 2001**
Interim Executive Director of the Redevelopment Agency

- Worked with the City Council to successfully complete their City Manager recruitment.
- Provided leadership, guidance, motivation and management expertise to the staff by creating an atmosphere of openness, stability and respect that improved employee morale while filling vacancies and working with interim staff.
- Successfully completed labor negotiations on a four-year police contract and a five-year fire department contract.
- Improved City relations with the press and public by implementing a strong customer service orientation throughout the organization.

City Manager - City of Belmont
Executive Director of the Belmont Redevelopment Agency
Executive Director of the Belmont Fire Protection District and Co-Director of the South County Fire Authority **1997-2000**

- Restructured and re-bid a \$95 million grade separation project that was \$35 million over budget.
- Completed a \$25 million Redevelopment Agency bond refinancing lowering the interest rate on \$16 million of existing debt and generating \$9 million in new money for economic development.

- Developed accurate and comprehensive information on the issues and choices facing the City Council and community to facilitate the decision making process.
- Completed a five-year Technology Master Plan for the City to implement technology improvements to provide better access for the public and increased productivity of City staff.
- Restructured the City's personnel procedures and hired Belmont's first Human Resources Director. Extensive experience in dealing with employee labor, grievance, and workers compensation issues.
- Represented the City in economic development negotiations for numerous projects.
- Developed a budget process to improve public participation and an easily understood budget format to assist both the public and the Council.
- Built an effective management team by successfully integrating competent existing department heads and new hires where required.
- Co-Director South County Fire Authority. This is a Fire Authority that serves both the City of Belmont and City of San Carlos.

City Manager - City of Capitola

Executive Director of the Capitola Redevelopment Agency 1993-1997

Planning and Community Development Director - City of Capitola

**Deputy Executive Director of the Capitola Redevelopment Agency
1986-1993**

**Redevelopment Agency Housing Coordinator
and Associate Planner - City of Capitola**

1981-1986

Planning Assistant - City of Saratoga

1979-1981

Work history prior to 1979 available upon request.

EDUCATION

- **MASTERS OF PUBLIC ADMINISTRATION**
San Jose State University - 1983-1986
Graduated with Honors
- **BACHELOR OF ARTS IN ENVIRONMENTAL STUDIES**
With an emphasis in Urban and Regional Planning
San Jose State University - 1974-78
Graduated with Distinction

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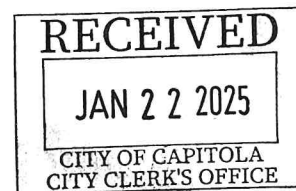
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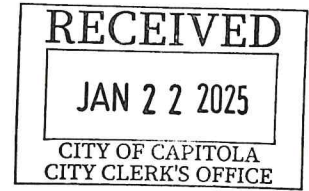
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Commercial and Mixed-Use Development

Stabilizing Capitola's fiscal health hinges on increasing **sales tax** and **Transient Occupancy Tax** revenues, which depend on strategic and successful commercial development. The **Capitola Mall property** and the **41st Avenue Corridor** are key areas where thoughtful development can drive long-term revenue growth and community benefit.

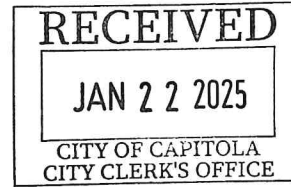
However, the 41st Avenue Corridor is also home to **sensitive neighborhoods**. Growth in this area must respect the needs of these communities while delivering economic benefits.

To achieve this, we need:

- Proactive **zoning changes** to encourage investment.
- A **welcoming attitude** toward businesses and developers to build partnerships.
- Engagement with the **local community** to ensure their concerns and ideas are incorporated into development plans.
- An **expedited timeline** for implementing these changes to initiate the multi-year process of development.

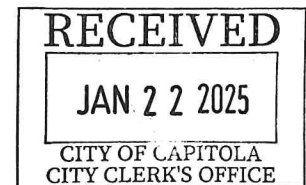
While development decisions will inevitably face differing opinions, the key is to approach the community with respect, openness, and clear communication. By including residents in the

decision-making process, we can balance economic growth with Capitola's unique character and address the financial challenges ahead.



Thank you for this excellent question. It provides an opportunity to articulate “**what**” we aspire to achieve for Capitola, even as we navigate the “**how**” with thoughtful and informed decisions. While our challenges are substantial, I am confident we can move forward with actionable steps guided by a clear and practical vision:

- **Financial Stability and Quality Services:**
A city that is financially stable, well-maintained, and delivers high-quality services to residents, businesses, and visitors. This creates a self-reinforcing cycle of sustainability and livability that supports Capitola’s long-term success.
- **Respectful Civic Engagement:**
A city that encourages and values respectful civic engagement while proactively connecting with the community through transparent communication, inclusive outreach, and meaningful dialogue.
- **A Vibrant 41st Avenue Corridor:**
A revitalized 41st Avenue Corridor integrating new housing options, health services, and thriving commercial opportunities while addressing the unique needs of adjacent neighborhoods.
- **Diverse and Inclusive Neighborhoods:**
A city of neighborhoods offering a well-integrated mix of home sizes and prices, ensuring access to housing for all income levels while maintaining a neighborhood character for all residents.
- **A Thriving Village:**
A Village area that embraces new opportunities for visitor accommodations and businesses while honoring and preserving the charm and history of Capitola’s beloved Village.
- **Serving a Diverse Community:**
A city that recognizes and serves the diverse needs of all residents.
- **Forward-Thinking Transportation:**
A city that embraces second-order thinking to move beyond car-based transportation, with accessible sidewalks, bike and pedestrian trails, efficient shuttle services, and a truly usable public transportation system.



Gautho, Julia

From: Tricia Proctor <triciaproctor@hotmail.com>
Sent: Wednesday, January 22, 2025 12:24 PM
To: City Council
Subject: Nomination for Capitola Council Position

Dear Council Members,

I hope this message finds you well. As a long-time resident of Capitola, I would like to formally nominate Susan Westman to fill the vacant Council position left by Yvette Brooks.

I believe Susan would be an excellent addition to the Council, and I am confident that she will serve our community with dedication and integrity.

If you have any questions or require further information, please feel free to reach out to me.

Thank you for your consideration.

Best regards,

Tricia Proctor
505 A Riverview Dr
Capitola, CA 95010

Gautho, Julia

From: Marie Martorella <marie.martorella@sprinklr.com>
Sent: Wednesday, January 22, 2025 12:15 PM
To: City Council
Subject: Support of Susan Westman for City Council

FR: John and Marie Martorella <jmarto@pacbell.net>
Subject: Support of Susan Westman for City Council

Dear City Council and City Manager

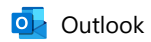
I'm writing today to show my utmost support for Susan Westman for consideration to the City Council appointment.

I'm sure I do not need to highlight Susan's past accomplishments throughout her extensive career with our charming City, including her time sitting as the City Manager.

Susan knows the pulse of our community; she thoroughly understands the budget constraints, how to navigate outside agencies for funding as well as getting permits and the like for both crisis situations and general infrastructure improvements. Susan has navigated multiple situations throughout her tenure with our city and her incredible leadership and knowledge is unparalleled. We need this type of mentorship, partnership and guidance for our community.

I think we are incredibly lucky that Susan has applied for this role; the Council need strong, competent and respected individuals to lead us from our present state, into a future state where we are funded, we have transparency, we will allow for growth where necessary and halt the overbuilding of our town where necessary as well. Susan can navigate these issues and more facing our City and can do it with a proven track record AND the respect of the citizens of our community. Coupled with her extensive knowledge and past experience with multiple state and federal agencies, Susan is the best suited for this position. I hope the Council will also see that as well and encourage Susan to be our next City Council member.

Respectfully,
Marie Martorella
Riverview Drive Resident



(No subject)

From Rhnovak <rhnovak@yahoo.com>
Date Wed 1/22/2025 4:16 PM
To City Council <citycouncil@ci.capitola.ca.us>

Dear Council Members,

I hope this message finds you well. As a long-time resident of Capitola, I would like to formally nominate Susan Westman to fill the vacant Council position left by Yvette Brooks.

I believe Susan would be an excellent addition to the Council, and I am confident that she will serve our community with dedication and integrity.

If you have any questions or require further information, please feel free to reach out to me.

Thank you for your consideration.

Best regards,

Richard Novak
831-246-2301
Sent from my iPad

Gautho, Julia

From: Heidi <Heidy@cwo.com>
Sent: Wednesday, January 22, 2025 5:04 PM
To: City Council
Subject: Council Vacancy

January 22, 2025

Dear Capitola City Council Members,

Thank you for opening your appointment process for public input. This thoughtful approach allows the community to participate in shaping the qualities we value in our representatives. However, I had hoped the Council would establish clear standards and qualities to guide this important decision. Since it's unclear whether that groundwork has been done, I respectfully offer the following suggestions for your consideration.

This appointment is for a short, two-year term, with another election cycle occurring in 2026. Typically, anyone considering running in 2026 would begin preparing early next year. Given the short-term nature of this appointment and the Council's stated commitment to upholding democratic principles, it is imperative to ensure that this decision does not inadvertently grant political leverage. For this reason, I believe the appointee should commit to serving the full remainder of the term and refrain from running in the 2026 election. A pledge not to campaign would ensure their undivided focus on serving Capitola during this critical time.

Because this is a limited appointment, it would be prudent to select someone who not only has prior experience serving the city in an elected or appointed position but also demonstrates a track record of accomplishments and the ability to deliver meaningful results for Capitola. It is essential to evaluate what was achieved in prior service. The appointee should bring more than just familiarity with the role—they should bring evidence of effective leadership and measurable contributions.

To ensure the best choice for Capitola, I recommend prioritizing:

- **Proven Leadership:** Someone who has taken the initiative and actively driven efforts to improve the community, rather than merely fulfilling the duties of the role.
- **Substantial Accomplishments:** A record of tangible achievements—specific projects, policies, or community improvements that conform to Capitola's priorities.
- **Community Engagement:** A history of being accessible, responsive, and genuinely connected with the community through all forms of communication (i.e. phone, email, in-person, etc.). I respectfully request that this question be asked of all candidates during your selection meeting, as it will provide valuable insight into their approach to community engagement—an essential cornerstone of public service.
- **Commitment to Service:** Someone who is fully focused on Capitola's challenges and opportunities, without the distraction of future political ambitions during this term and ensuring the Council does not inadvertently interfere with the democratic process.

Thank you for your consideration and your dedication to Capitola's future. I trust your careful deliberations will lead to a choice that best serves our community.

Best Regards,
Heidy Kellison

Capitola Resident

Item 4 A.

Gautho, Julia

From: Michael routh <qwakwak@icloud.com>
Sent: Wednesday, January 22, 2025 7:41 PM
To: City Council
Subject: Fwd: City Council Appointment

Follow Up Flag: Follow up
Flag Status: Flagged

Sent from my iPhone

>
 > Council members,
 >
 > Please give the applications to fill the council vacancy serious consideration -
 >
 > Margaux Morgan - the only incumbent ever to be voted out of office in the history of Capitola. Her contributions during her four years are difficult to discern. The community has spoken by not reelecting her. She should not be appointed.
 >
 > Enrique Dolmo - He has come in last in two elections. It is clear he has little community support. His knowledge of city policies and functions is almost non-existent.
 >
 > Ed Botoroff - Ed was not well liked by the community at the end of his first term and even less at the end of his second term. He survived his reelection by only 10 votes over write-in candidate Sam Story. He is remembered primarily for supporting two failed proposals that angered the community. While discussing Jewel Box cut through traffic, out of the blue he proposed, and the council passed, barricading every Jewel box street at 47th Ave, cutting the Jewel Box neighborhood in half. A neighborhood outcry forced a reconsideration and his proposal was overturned at the next council meeting. He supported demolishing city hall, replacing it with a hotel, building a multi-story parking garage in the Pac Cove parking lot, and constructing a new city hall at Monterey and Bay / Park Ave - a proposal that would have created a \$35 million dollar bonded indebtedness for the city and forever changed the character of the Village. As a result of his decisions that often flew in the face of what residents desired, a campaign slogan "Anybody but Botoroff" gained traction which almost led to his defeat by a write-in candidate. Although a better choice than Margaux or Enrique, He should not be appointed. He has demonstrated he does not listen to the community.
 >
 > Susan Westman - Susan has served as Capitola's Community Development Director, successfully overseeing multiple projects to improve Capitola. She served as City Manager when Steve Burrell resigned. She ranks as one of the best city managers in Capitola's history and led the city through some difficult times. As a Planning Commissioner she has demonstrated fairness toward applicants and an extensive knowledge of city zoning ordinances. There is no doubt she is the strongest candidate and could have a positive impact on the council and the city. Her knowledge of city practices and history would be an invaluable asset to the council. The city would benefit greatly if the council were to appoint her. She has stated she would only serve 2 years.
 >
 > Please do what's best for Capitola as a whole, base your decision on qualifications, not what will satisfy someone or some special interest group.
 >
 > I base my judgement on having served on the council with 14 different council members and 6 different city managers.
 >

- > Mick Routh
- >
- >
- >
- > Sent from my iPhone

Gautho, Julia

From: Sheri Siegfried <sherimsiegfried@gmail.com>
Sent: Wednesday, January 22, 2025 6:35 PM
To: City Council
Subject: Susan Westman for City Council position

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Council Members,

I hope this message finds you well. As a long-time resident of Capitola, I would like to formally nominate Susan Westman to fill the vacant Council position left by Yvette Brooks.

I believe Susan would be an excellent addition to the Council, and I am confident that she will serve our community with dedication and integrity.

If you have any questions or require further information, please feel free to reach out to me.

Thank you for your consideration.

Sincerely,

Sheri Siegfried

Gautho, Julia

From: Michael routh <qwakwak@icloud.com>
Sent: Thursday, January 23, 2025 8:13 AM
To: City Council
Subject: City council applicants

Follow Up Flag: Follow up
Flag Status: Flagged

Council members -

I understand Dennis Norton is now an applicant for the vacant city council seat.

Dennis is a “come hell or high water” train supporter. He has lost all objectivity. He has an agenda and that is his primary reason for applying for the position. Capitola needs open minded people on the council - not those attempting to use the position to push their pet projects.

Correction to my previous email - Margaux is the only incumbent voted out of office after one term. Ron Graves was voted out after 5 terms but was reelected 2 years later.

Ed Botoroff proclaimed at the 1/16 meeting he was applying. My first email was predicated on that announcement. I don't know if he followed through.

Mick Routh
Sent from my iPhone

Gautho, Julia

From: mtavella <tavella@sbcglobal.net>
Sent: Thursday, January 23, 2025 11:56 AM
To: City Council
Subject: Susan Westman

Follow Up Flag: Follow up
Flag Status: Flagged

Sent my wife and I want to communicate our unqualified support for Susan Westman to assume open position on the city council. Ernie and Mary Tavella. If you have any questions, feel free to call me at 916-502-0410 to discuss Susan's qualifications. from my iPhone

Gautho, Julia

From: Woodmansee, Chloe
Sent: Thursday, January 23, 2025 4:47 PM
To: City Council
Subject: FW: [SPF Softfail] Susan Westman (please forward to City Council Members)

Follow Up Flag: Follow up
Flag Status: Flagged

Honorable Mayor and Council,

Please see email below. Thank you!

Warmly,
 Chloé Woodmansee (she/her)
 Assistant to the City Manager - City of Capitola
 831.475.7300 x220

-----Original Message-----

From: Doug@lomakgroup.com <doug@lomakgroup.com>
Sent: Thursday, January 23, 2025 4:27 PM
To: Woodmansee, Chloe <cwoodmansee@ci.capitola.ca.us>
Subject: [SPF Softfail] Susan Westman (please forward to City Council Members)

Members of the Capitola City Council:

We have worked with Susan Westman while she served as Capitola Planning Director, Capitola City Manager, and Scotts Valley Community Development Director. She is a community-minded jewel.

Our buildings are home to more than 200 businesses, some of which would not be in business today if not for Susan's wisdom and common sense. She is driven by her desire to serve the community. She has the experience to recognize when something is important, and when it is not. She is calm, reasonable, and sensible, but willing to fight hard for something that she believes is right.

I am surprised that Susan is willing to step into the political fray, but if she is, we would all be blessed to have her.

Doug Kaplan

Doug Kaplan
 Lomak Property Group
 820 Bay Avenue
 Suite 220
 Capitola, CA 95010
 Office: 831.476.3627
 Fax: 831.462.0333
 Email: doug@lomakgroup.com

Gautho, Julia

From: Nathan Benjamin <nathan@nbcllaw.com>
Sent: Thursday, January 23, 2025 11:44 AM
To: City Council
Subject: Susan Westman

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Council Members,

I am a resident of Capitola, and I would like to support the nomination of Susan Westman to fill the vacant Council position left by Yvette Brooks. Susan is an excellent candidate for Council, she will serve well the City and its residents. I Thank you for your attention.

Nathan Benjamin



CITY COUNCIL VACANCY

January 30, 2025



Background

- 1/9/25: Mayor Brooks resignation, Council discussed appointment process and directed staff to invite 2 candidates from recent election to be interviewed January 16th
- 1/16/25: Due to scheduling conflicts unable to find time where all could meet. In response, Council directed staff to publish an open application with questions and return on January 30th



Legal Requirements

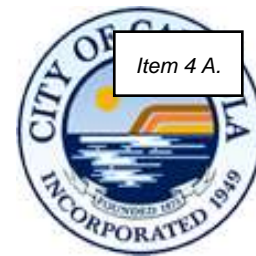
- CA Govt. Code 36512 (b): Council must either appoint somebody by March 13th or call for special election.
- Qualifications: at least 18 years of age, registered voter, resident



Background

- Public Outreach: Application advertised via press release, social media, website, and a hard copy flyer

- 10 applications received
 - ▣ 2 withdrawn: Dennis Norton & John Mulry



Application Review

- Ranked Choice Voting
 - Utilized by large voting pools
 - Rank all candidates in order of preference
 - Instant run-off vote
- Modified Rank Choice - Order of Merit Voting
 - Assigned points for each rank of preference
 - First choice = 3, second choice = 2, third choice = 1
 - Person with most points is presented for consideration



Recommended Action

1. Determine if modified rank choice voting should be used by Council to review applicants, or an alternative process
2. Utilize process
3. Make a motion and at least 3 votes to appoint a successor to the vacant City Council seat

Capitola City Council Agenda Report

Meeting: January 30, 2025

From: City Manager's Department

Subject: Oath of Office Ceremony



Recommended Action: Administer the oath of office and receive comments from newly appointed Council Member.

Report Prepared By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager

Capitola City Council

Agenda Report

Meeting: January 30, 2024
From: City Manager's Department
Subject: City Council Reorganization for 2025



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

Background: With the resignation of Mayor Brooks, the City Council should select a new mayor and vice-mayor by motion. At the January 9, 2025 City Council meeting this item was continued to the January 16th Special Meeting to allow a full Council to participate in the decision-making process for Mayor and Vice-Mayor. On January 16th, this item was continued to January 30th.

Capitola Municipal Code Section 2.04.150 states that each year, the City Council shall select a mayor and vice mayor. During years with a general election, such selection shall be made at the meeting during which election results are certified.

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."

Attachments: Public Comments (Received After Publication of January 9th Agenda)

Fiscal Impact: None.

Report Prepared By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager



Public Comment for Thursday agenda items

From Leslie Nielsen <lpbeach21@gmail.com>

Date Wed 1/8/2025 10:04 AM

To City Council <citycouncil@ci.capitola.ca.us>; Gautho, Julia <jGautho@ci.capitola.ca.us>

Capitola City Council,

Re: Agenda Item 8C - Process to Fill a Vacant Council Seat, and Agenda Item 8D - City Council Reorganization for 2025

As I will be attending the meeting remotely this week, I submit the following public comments for your consideration.

Item 8C. While an election is clearly the least controversial and most democratic approach to filling the seat, the time and budget trade-offs are not insignificant. I believe this task can be managed in a democratic way that continues the momentum of improving collaboration amongst the City Staff, City Council, and Community using a transparent process versus the swift appointment of a named person.

The time required to get this done using a process that includes the community by having them involved in a committee approach or being present for application reviews, interviews, etc. will go a long way towards building trust. It will also ensure the newly appointed member can hit the ground running having been properly vetted in a public and transparent manner.

I am confident you can define a community inclusive process that doesn't have to be a huge time sink, and that the extra effort over a mere appointment will have a great payback for all constituent groups.

8D. It struck me as odd that item 8C was to define the approach to be used to select a council member, and that item 8D was to take action and appoint Mayor and Vice Mayor seats before the new member was identified. Please consider allowing the Vice Mayor to act in the Pro Tempore capacity covering the duties of the Mayoral position until a full council is seated, and postpone this action. Given the new council member will be a vetted and deemed qualified candidate, they should be a participant in selecting governing positions.

This logic may also warrant a discussion on postponing Items 8E and 8F.

Best regards,
Leslie Nielsen



Capitola City Council vacancies-Agenda Item 8-D,E

From Concerned Citizens Of Capitola <concernedcitizensofcapitola@gmail.com>

Date Wed 1/8/2025 10:47 AM

To City Council <citycouncil@ci.capitola.ca.us>; Gautho, Julia <jGautho@ci.capitola.ca.us>

Cc Welch, Troy (TJ) (noworries4TJ@mac.com) <noworries4TJ@mac.com>

Council Members,

We recognize that Vice Mayor Joe Clark is the likely Council Member to assume the vacant role of Mayor, thereby creating a vacancy of Vice Mayor on the Council. Our concern is with the possibility that Council Member Alexander Pedersen is the nominee for Vice Mayor simply due to his tenure on the Council. In an effort to provide honesty and transparency, Concerned Citizens of Capitola believes that Council Member Pedersen should be removed from consideration for the Vice Mayor position given the number of ethical issues he presents at this time. In fact, there is a growing number of residents that is considering a recall of Council Member Pedersen because of these ethical concerns, which include:

- **Misuse of public funds**-Two months before Council Member Pedersen's appointment to the City Council, he was awarded a \$15,000. outcome based community grant from taxpayer money for his non-profit organization Blue Circle or Fair Wages. This grant was outcome or performance based specifically for improving the health and wellness in Capitola. Council Member Pedersen cashed \$5,000. Of those funds, but then decided the money does not support his non-profit organizations mission and purpose, so he did not cash the checks for the remaining \$10,000. The question that comes to mind is if that is the case why did he take the funds in the first place? and secondly why did Council Members Kristen Brown and Margaux Morgan award him the grant? The next question is, what did he do with the \$5,000 he kept that was supposed to benefit the health & wellness of the City of Capitola? That is unknown since he has not presented the required presentation yet. Letters from Council Member Pedersen to the city disclose that he asked the City to schedule his presentation at the latest date possible in June 2025. It should be noted there is nothing on his non-profit website indicating he has done anything for Capitola.
- **Use of false City address**-Aside from having a non-profit company, Council Member Pedersen also has a handyman business. A few months prior to running for Capitola City Council, Council Member Pedersen was a resident of Aptos. However, he used a residential address on Fanmar Way in Capitola as his business address. An address that he never resided at or ran his business from.
- **Intentionally violating Capitola Municipal Code**-Council Member Pedersen is our representative to the Regional Transportation Commission (RTC), and in his capacity on the RTC is has voted for and approved motions that are in direct violation of Capitola Municipal Code 8.72-The Greenway code. This code was established in 2016 after Capitola residents overwhelmingly passed Measure Y. He should be removed as the City of Capitola RTC representative.
- **Stockton Bridge**- In addition to intentionally violating Municipal code 8.72 on the RTC, Council Member Pedersen has also made the request to widen the historic Stockton bridge to accommodate the RTC bicycle pedestrian path, again in direct conflict of City municipal code 8.72.

- **Fair Political Practice Commission (FPPC) investigation**-Council Member Pedersen is currently being investigated for ethical violations by the FPPC.

Item 4 C.

Due to these ethical concerns, Concerned Citizens of Capitola respectfully request that Council Member Alexander Pedersen not be considered for the position of Vice Mayor.

In addition, since he has not kept his sworn oath to uphold Capitola City law, we believe he should also be removed from the appointment to the RTC and replaced with a Council Member that will uphold Capitola law and the will of the people.

Respectfully,
TJ Welch on behalf of
Concerned Citizens of Capitola

Capitola City Council Agenda Report

Meeting: January 30, 2025

From: City Manager Department

Subject: City Council Meeting Minutes



Recommended Action: Approve minutes from the regular meeting on January 9, 2025, and the special meeting on January 16, 2025.

Background: Attached for City Council review and approval are the draft minutes from the regular meeting on January 9th and the special meeting on January 16th.

Attachments:

1. Regular Meeting Minutes 1/9/2025
2. Special Meeting Minutes 1/16/2025

Report Prepared By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager

City of Capitola

City Council Meeting Minutes

Thursday, January 09, 2025 – 6:00 PM



City Council Chambers
420 Capitola Avenue, Capitola, CA 95010

Mayor: Yvette Brooks

Vice Mayor: Joe Clarke

Council Members: Gerry Jensen, Melinda Orbach, Alexander Pedersen

Closed Session – 5:30 PM

- i. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
Significant Exposure to Litigation Pursuant to Govt. Code § 54956.9(d)(2)
One Case

Regular Meeting of the Capitola City Council – 6 PM

1. **Roll Call and Pledge of Allegiance** - *The meeting was called to order at 6:04 PM. In attendance: Council Members Jensen, Orbach, Pedersen, Vice Mayor Clarke, and Mayor Brooks.*
2. **Additions and Deletions to the Agenda** – *Mayor Brooks reordered Item 8B as the first item on the agenda, following Item #7.*
3. **Report on Closed Session** – *The City Council met and discussed one item on the Closed Session agenda. No reportable action was taken.*
4. **Additional Materials**
 - A. *Item 8A - 59 emails received after publication of the agenda packet.*
 - B. *Item 8B - 1 email received after publication of the agenda packet.*
 - C. *Item 8C - 32 emails received after publication of the agenda packet.*
 - D. *Item 8D - 2 emails received after publication of the agenda packet.*
 - E. *Item 8E - 3 emails received after publication of the agenda packet.*
5. **Oral Communications by Members of the Public**
 - *Goran Klepic*
 - *Adrienne West*
 - *Marilyn Garrett*
 - *Public Speaker*
6. **Staff / City Council Comments**
 - *City Manager Goldstein thanked first responders who assisted with Capitola's emergency events during the holiday closure and expressed sympathy for the first responders assisting with the fires in Southern California.*
 - *Council Member Jensen thanked local first responders and the Building Official for their response times during the local emergency situations over the holidays and requested a presentation from Central Fire District and the Capitola Police Department about emergency preparedness.*

- *Council Member Orbach expressed thanks for staff for coordinating with the County and assisting with the regional emergencies over the holidays.*

7. Consent Items

- A. City Council Meeting Minutes
Recommended Action: Approve minutes from the regular meeting on December 12, 2024.
- B. Notice of Completion - City Hall Roof Restoration
Recommended Action: 1) Accept as complete the City Hall Roof Restoration Project completed by American Foam Experts; 2) authorize the City Clerk to file and record a Notice of Completion; and 3) authorize the release of the contract retention of \$4,902 as prescribed in the contract.
- C. Annual and Five-Year Impact Fee Report
Recommended Action: Adopt Resolution No. 4411 adopting the Fiscal Year 2023-24 AB 1600 Report.

Motion to approve the Consent Calendar: Vice Mayor Clarke

Second: Council Member Orbach

Voting Yea: Council Members Jensen, Orbach, Pedersen, Vice Mayor Clarke, Mayor Brooks

8. General Government / Public Hearings

- B. Resignation of a City Council Member
Recommended Action: Receive the resignation of Mayor Yvette Brooks.

Public Comments:

- ***Kristen Brown***
- ***Mauricio Arias, representing Assemblymember Dawn Addis***
- ***Larry Brooks***

The City Council and the City Manager shared comments congratulating Mayor Brooks on her new career and thanked her for her service. Mayor Brooks provided comments thanking the community, staff, and the City Council for their support. Mayor Brooks turned the meeting over to Vice Mayor Clarke and exited.

- A. The Monte Foundation Fireworks 2025
Recommended Action: That the City Council 1) consider whether to support the continuation of the Monte Foundation Fireworks Show tentatively scheduled for Sunday, October 12, 2025; and 2) if the Council supports continuation, direct staff to coordinate with the Monte Foundation to obtain the required Coastal Development Permit for the event.

Public Works Director Kahn and Police Chief Ryan presented the staff report.

Public Comments:

- ***Dave Peyton***
- ***Skip Allen***
- ***Marilyn Garrett***
- ***Michael Monte***
- ***Ed Bottorff***
- ***Public Speaker***
- ***Christine McBroom***
- ***Rodney, Capitola Candy Company***

The City Council voiced appreciation for the Monte Foundation Fireworks Event but requested that the Foundation investigate potential alternatives to fireworks and the

impacts of such alternatives. If alternatives are not feasible, the City Council voiced support for the application for the event with the caveat that there would be further research into the environmental and community impacts.

Motion to direct staff to coordinate with the Monte Foundation to obtain the required Coastal Development Permit for the Monte Foundation Fireworks Event on October 12, 2025: Council Member Orbach

Motion amended to engage the Commission on the Environment and research environmental impacts: Council Member Jensen

Amendment Accepted: Council Member Orbach

Second: Council Member

Voting Yea: Council Members Jensen, Orbach, Pedersen, Vice Mayor Clarke

The City Council took a three minute recess at 7:24 PM and reconvened at

C. Process to Fill Vacant Council Seat

Recommended Action: Staff recommends the City Council discuss the options to fill the vacant City Council position left by Mayor Yvette Brooks, and either 1) direct staff to prepare documentation to call for a special election; or 2) outline an appointment process to fill the vacancy.

City Clerk Gautho presented the staff report.

Public Comments:

- **Barry Scott**
- **Susan Westman**
- **Mike Morrissey**
- **Mick Routh**

The City Council thanked the public for their input, expressed concern about the cost of a special election, and directed staff to agendize an item for appointment on January 16th.

Motion to direct staff to contact Margaux Morgan and Enrique Dolmo Jr. and accept applications: Council Member Jensen

Motion died for lack of second.

Motion to utilize the November 5, 2024, General Election results to appoint the next City Council Member: Council Member Orbach

Second: Council Member Pedersen

Voting Yea: Council Members Jensen, Orbach, Pedersen, Vice Mayor Clarke

Motion to allow each Council Member to create one question: Council Member Orbach

Motion died for lack of second.

The City Attorney suggested that Council Members send questions to the City Clerk to be included in the January 16th agenda packet.

D. City Council Reorganization for 2025

Recommended Action: Nominate and appoint a new Mayor and Vice-Mayor. **(Continued to January 16, 2025)**

The City Council continued Items 8D, 8E, and 8F to a special City Council meeting on January 16th at 5 PM.

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

Recommended Action: Review nominations for City Council representatives on regional boards for the City Selection Committee meeting on January 27, 2025. **(Continued to January 16, 2025)**

F. City Council Appointments to City Advisory Bodies

Recommended Action: Appoint members of the public to the City of Capitola’s Art and Cultural Commission, Commission on the Environment, Finance Advisory Committee, and Historical Museum Board. **(Continued to January 16, 2025)**

9. Adjournment - *The meeting adjourned at 8:00 PM. The City Council will hold a special meeting on January 16, 2025, at 5:30 PM.*

ATTEST:

Joe Clarke, Vice Mayor

Julia Gautho, City Clerk

City of Capitola

Special City Council Meeting Minutes

Thursday, January 16, 2025 – 5:30 PM



City Council Chambers
420 Capitola Avenue, Capitola, CA 95010

Mayor: Vacant

Vice Mayor: Joe Clarke

Council Members: Gerry Jensen, Melinda Orbach, Alexander Pedersen

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

1. **Roll Call and Pledge of Allegiance** - *The meeting was called to order at 5:30 PM. In attendance: Council Members Jensen, Orbach, Pedersen, and Vice Mayor Clarke.*
2. **Additions and Deletions to the Agenda** – *The City Manager requested that Items 7 and 8 be removed from the agenda due to City Attorney Zutler’s absence.*
3. **Additional Materials**
 - A. *Item 6A – Two emails received after publication of the agenda packet.*
 - B. *Item 6B - One email received after publication of the agenda packet.*
 - C. *Item 6C - One email received after publication of the agenda packet.*
 - D. *Item 6D - Two emails received after publication of the agenda packet, one application withdrawn.*
4. **Oral Communications by Members of the Public**
 - *Goran Klepic*
 - *Christina McCann*
 - *Ed Bottorff*
 - *Mike Morrissey*
5. **Staff / City Council Comments**
 - *City Manager Goldstein advised the City Council that a bid opening was conducted for the Community Center Renovation Project, a construction contract will be awarded at an upcoming City Council meeting.*
 - *City Council Member Orbach shared that she attended a local League of California Cities event; she requested that a future Council agenda item be considered to implement term limits to the City’s advisory bodies.*
 - *Vice Mayor Clarke requested a future Council presentation or table-top exercise for how to deal with a disaster event.*
6. **General Government / Public Hearings**
 - A. Appointment to Vacant City Council Seat
Recommended Action: Receive a report regarding the interview process to fill the City Council vacancy and consider rescheduling the interviews to January 27, 2025.

City Clerk Gautho presented the staff report.

Public Comment:

- **Leslie Nielsen**
- **Ed Bottorff**
- **Mike Morrissey**

The City Council thanked the public for sharing feedback regarding this item. The Council discussed the possibility of accepting applications from the community to fill the vacancy and the implementation of a policy for future City Council vacancy appointments.

Motion to direct staff to create an application for the City Council vacancy (to include basic information, a resume, and four questions) with a deadline of January 23^d at 5:00 PM to come back to the City Council on January 30th for the City Council to review and make an appointment: Council Member Jensen

Second: Vice Mayor Clarke

Voting Yea: Council Members Jensen, Orbach, Pedersen, Vice Mayor Clarke

B. City Council Reorganization for 2025

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

Public Comment: None

The City Council decided by general consensus to continue this item to the January 30, 2025, regular City Council meeting.

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

Recommended Action: Review nominations for City Council representatives on regional boards for the City Selection Committee meeting on January 27, 2025; review appointments of City Council representatives on regional boards and committees and City advisory bodies.

City Manager Goldstein and City Clerk Gautho presented the staff report.

Public Comment: None

Motion to make the following nominations for the City Selection Committee on January 27, 2025: Vice Mayor Clarke

Second: Council Member Jensen

Voting Yea: Council Members Jensen, Orbach, Pedersen, Vice Mayor Clarke

- **LAFCO: Vice Mayor Clarke**
- **MBARD: Council Member Jensen**
- **3CE Policy Board: Council Member Jensen**

D. City Council Appointments to City Advisory Bodies

Recommended Action: Appoint members of the public to the City of Capitola’s Art and Cultural Commission, Commission on the Environment, Finance Advisory Committee, and Historical Museum Board; appoint a member of the public as an alternate to the Santa Cruz County Regional Transportation Commission Bicycle Advisory Committee.

City Clerk Gautho presented the staff report.

Public Comment: None

The City Council discussed moving all other advisory body appointments to January 30th.

Motion to appoint the following members of the public to the Art and Cultural Commission: Council Member Pedersen

Second: Council Member Orbach

Voting Yea: Council Members Jensen, Orbach, Pedersen, Vice Mayor Clarke

- **(Regular/At Large) Jill Payonzeck Lengre**
- **(Regular/At Large) Esther Sylvan**
- **(Regular/At Large) Laurie Hill**
- **(Regular/At Large) Mary Beth Cahalen**
- **(Artist) Roy Holmberg**
- **(Art Professional) Roy Johnson**

7. Closed Session – *Removed from the agenda*

- i. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
Significant Exposure to Litigation Pursuant to Govt. Code § 54956.9(d)(2)
One Case

8. Report on Closed Session – *Removed from the agenda.*

9. Adjournment – *The meeting adjourned at 6:33 PM. The next regularly scheduled City Council meeting is on January 30, 2025, at 6:00 PM.*

ATTEST:

Joe Clarke, Vice Mayor

Julia Gautho, City Clerk

Capitola City Council

Agenda Report

Meeting: January 30, 2025

From: Finance Department

Subject: City Check Registers



Recommended Action: Approve check registers dated December 06, 2024, December 13, 2024, December 20, 2024, January 03, 2025, and January 10, 2025.

Account: City Main				
Date	Starting Check #	Ending Check #	Payment Count	Amount
12/06/2024	107879	107957	87	\$ 524,986.02
12/13/2024	107958	108024	67	\$ 689,966.14
12/20/2024	108025	108103	86	\$ 741,524.15
01/03/2025	108104	108130	34	\$ 314,199.65
01/10/2025	108131	108209	79	\$ 164,437.92

The main account check register dated November 22, 2024, ended with check #107878.

Account: Payroll				
Date	Starting Check/EFT #	Ending Check/EFT #	Payment Count	Amount
12/06/2024	26785	26887	103	\$ 204,414.38
12/13/2024	5918	5921	110	\$ 198,452.31
12/20/2024	-	-	-	-
01/03/2025	26994	27093	100	\$ 205,898.55
01/10/2025	5922	5923	102	\$ 219,749.48

The payroll account check register dated November 22, 2024, ended with payroll check #5917.

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

Check/EFT	Issued to	Dept	Description	Amount
107879	CSW Stuber Stroeh Engineering Group	PW	Cliff Drive Resiliency Project Services	\$ 31,692.85
107897	Capitola Soquel Chamber of Commerce	Fin	FY24/25 Q1 TOT	\$ 14,324.76
107921	Kimley Horn and Associates Inc	PW	41 st Ave Multimodal Corridor Improvements	\$ 57,865.00
107956	Visit Santa Cruz County	Fin	FY24/25 Q1 TMD	\$ 80,049.73
1837	CalPERS Health Insurance	CM	December Health Insurance	\$ 81,967.75
1838	CalPERS Member Services Division	CM	PERS Contributions PPE 11/23/24	\$ 67,969.78

1839	Employment Development Department	CM	State Tax PPE 11/23/24	\$ 12,669.80
1840	Internal Revenue Service	CM	Federal Taxes & Medicare PPE 11/23/24	\$ 40,854.78
1842	VOYA Financial	CM	Employee 457 Contributions PPE 11/23/24	\$ 10,167.26
107967	Boone Low Ratliff Architects	PW	Jade St Community Center Renovation	\$ 10,935.39
107996	MBASIA	CM	FY24/25 Worker's Comp. & Liability Insurance	\$ 625,460.00
108025	Adams Ashby Group Inc	CDD	General Admin of CDBG	\$ 17,500.00
108028	American Ramp Company	PW	McGregor Asphalt Pump Track Project Services	\$ 108,933.45
108035	Betz Works Inc	PW	Park at Rispin Mansion Project Services	\$ 125,000.00
108037	Burke Williams & Sorensen LLP	CM	October Legal Services	\$ 10,050.00
108042	CSW Struber Stroeh Engineering Group	PW	Cliff Drive Resiliency Project Services	\$ 26,947.17
108063	Kimley Horn and Associates Inc	PW	41st Ave Multimodal Corridor Improvements	\$ 37,927.50
108077	Pacific Gas & Electric	PW	December Monthly Utilities	\$ 19,905.34
108083	Santa Cruz Regional 911	PD	FY24/25 Q3 Operating Contribution	\$ 133,595.50
108086	Soquel Creek Water District	PW	Monthly Water & Irrigation Services	\$ 30,565.67
1845	CalPERS Member Services Division	CM	PERS Contributions PPE 12/7/24	\$ 65,670.32
1846	Employment Development Department	CM	State Tax PPE 12/7/24	\$ 11,736.68
1847	Internal Revenue Service	CM	Federal taxes & Medicare PPE 12/7/24	\$ 38,554.01
1851	Santa Cruz County Bank	Fin	November Credit Card Charges	\$ 10,328.17
1852	CalPERS Health Insurance	CM	January Health Insurance	\$ 85,996.63
1853	CalPERS Member Services Division	CM	PERS Contributions PPE 12/21/24	\$ 65,057.37
1854	Employment Development Department	CM	State Tax PPE 12/21/24	\$ 13,260.68
1855	Internal Revenue Service	CM	Federal Taxes & Medicare PPE 12/21/24	\$ 42,052.42
108138	BerryDunn	CM	Project Planning & Management Services	\$ 10,847.71
108144	Communication Service Corporation	PW	Corp yard cameras	\$ 15,441.01
108202	Verde Design Inc	PW	Jade St. Park Universally Accessible Playground	\$ 17,787.50

Attachments:

1. 12-06-24 Check Register
2. 12-13-24 Check Register
3. 12-20-24 Check Register
4. 01-03-25 Check Register
5. 01-10-25 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

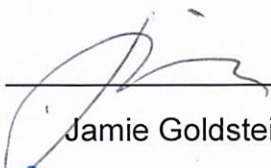
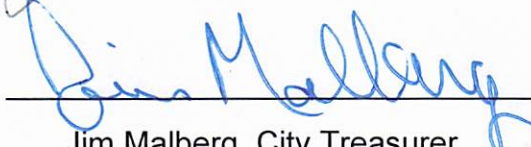
City main account checks dated December 6, 2024, numbered 107879 to 107957 totaling \$302,585.03, 8 EFTs totaling \$222,400.99, and 103 payroll EFTs totaling \$204,414.38 for a grand total of \$729,400.40, have been reviewed and authorized for distribution by the City Manager.

As of December 6, 2024, the unaudited cash balance is \$1,494,951.66.

**CASH POSITION - CITY OF CAPITOLA
December 6, 2024**

	<u>12/6/2024</u>
General Fund ⁽¹⁾	\$ (5,553,213.44)
Payroll Payables	\$ 4,304.69
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	\$ 206,620.53
Stores Fund	\$ 51,631.33
Information Technology Fund	\$ 432,203.24
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	<u><u>\$ 1,494,951.66</u></u>

(1) December 6th balance includes \$4.92 million non-current investments

 Jamie Goldstein, City Manager	12/9/24 Date
 Jim Malberg, City Treasurer	Date

City Checks Issued December 6, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107879	12/06/2024			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 through 10.6.24		\$1,567.99
			1200 - Capital Improvement Fund		
107880	12/06/2024			A TOOL SHED	\$720.80
	Invoice	Date	Description		Amount
	1721654-5	11/25/2024	Electric lift, equipment trailer, hitch, chains		\$720.80
107881	12/06/2024			ABRAHAM CAMACHO	\$99.66
	Invoice	Date	Description		Amount
	AC112724	11/27/2024	Impaired Driving Enforcement Course Reimbursement (POST)		\$99.66
107882	12/06/2024			AFLAC	\$2,797.71
	Invoice	Date	Description		Amount
	127533	11/29/2024	November supplemental insurance		\$2,797.71
			1001 - Payroll Payables		
107883	12/06/2024			ALEXANDER PEDERSEN	\$250.00
	Invoice	Date	Description		Amount
	AP120324	12/03/2024	Digital Reading Hardware Reimbursement		\$250.00
107884	12/06/2024			AMAZON CAPITAL SERVICES	\$2,081.47
	Invoice	Date	Description		Amount
	14R4-QDYJ-4GXQ	11/20/2024	Picture frame		\$19.59
	1QDR-TMPF-HL1P	11/21/2024	iPhone charger, ethernet cable, wireless keyboard		\$75.91
	1LFR-RDNL-TCDX	11/22/2024	Picture frame		\$15.14
	1MCJ-46QM-77VX	11/23/2024	Office name plate		\$15.07
	1CXD-DT6T-RPX4	11/25/2024	Personalized name tag badges		\$45.72
	1GWX-NHKV-3C7P	11/25/2024	Batteries, camper cover		\$201.61
	1VMM-NGD1-YMVW	11/27/2024	Work boots, flashlight		\$192.03
	19HL-CWG1-1J6M	11/27/2024	Covid rapid tests		\$194.80
	1MLJ-C4V4-37M1	12/02/2024	Multipurpose paper		\$76.29
	1KTD-K9WN-41CC	11/27/2024	Afterschool supplies		\$130.46
	1FRM-RX6W-3VK1	12/03/2024	File Organizer, Dry Erase Board and Paper Clips Holder		\$123.89
	1DV7-FKDV-CYG3	11/26/2024	Standing Desk, Cable Management Organizer and Dry Erase Bo		\$427.23
	1G4H-7QMR-3XGD	11/20/2024	Desk Dry Erase Board		\$29.42
	1J96-QMMG-HT1R	11/21/2024	Document Holder, Cork Board and Weekly Planner		\$70.26
	1KLC-L499-49W6	11/20/2024	Plastic Storage Bins and Document Holder		\$57.75
	1LVJ-13XY-3D9N	11/25/2024	Cubicle Desk Divider		\$144.96
	1NYV-FYDL-4PRJ	12/02/2024	USB Port Splitter		\$21.79
	1P9M-1Y96-3CRY	12/02/2024	Patrol Vehicle Cargo Liner		\$68.62
	1RPY-33C6-VMX1	11/27/2024	Photo Backdrop and Ring Lights		\$70.82
	1TLK-JVX7-VCXY	11/22/2024	Desk Dry Erase Board		\$26.15

City Checks Issued December 6, 2024

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
	1XXR-FML9-4QQL	12/02/2024	Document Padfolio		\$43.59
	1339-JNNC-JHRQ	11/21/2024	Chalk Markers for Dry Erase Board		\$8.58
	1LYG-H17H-4VWR	12/03/2024	Calendar		\$21.79
			1000 - General Fund		\$1,922.98
			2210 - ISF - Stores Fund		\$82.58
			2211 - ISF - Information Technology		\$75.91
107885	12/06/2024			AMERICAN RED CROSS TRAINING SERVICES	\$76.00
	Invoice	Date	Description		Amount
	22729975	10/09/2024	CPR Training		\$76.00
107886	12/06/2024			AMSOIL INC.	\$705.17
	Invoice	Date	Description		Amount
	23056234	11/15/2024	Sales Order		\$705.17
107887	12/06/2024			APTOS LANDSCAPE SUPPLY INC.	\$194.91
	Invoice	Date	Description		Amount
	646272	11/27/2024	Pathway bark		\$194.91
107888	12/06/2024			AXCIENT	\$140.00
	Invoice	Date	Description		Amount
	FY24INEFI187669	11/30/2024	November AppAssure storage		\$140.00
			2211 - ISF - Information Technology		
107889	12/06/2024			B & B SMALL ENGINE REPAIR	\$326.93
	Invoice	Date	Description		Amount
	34777	11/20/2024	Chain loops, bar oil		\$218.06
	35249	11/26/2024	Chain loops		\$108.87
107890	12/06/2024			BECKY ADAMS	\$146.25
	Invoice	Date	Description		Amount
	BA112424	11/24/2024	Instructor payment		\$146.25
107891	12/06/2024			BENEFIT COORDINATORS CORP.	\$5,996.90
	Invoice	Date	Description		Amount
	B0G3M9	11/01/2024	November dental & vision insurance		\$5,996.90
			1001 - Payroll Payables		
107892	12/06/2024			BERRY, DUNN, McNEIL & PARKER LLC	\$7,516.42
	Invoice	Date	Description		Amount
	453693	11/12/2024	Project Planning & Management Services		\$7,516.42

City Checks Issued December 6, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107893	12/06/2024			BRIAN LEE	\$4,044.97
	Invoice	Date	Description		Amount
	BL120424	11/25/2024	BIA Reimbursement 1321 - BIA - Capitola Village-Wharf BIA		\$4,044.97
107894	12/06/2024			BURKE WILLIAMS AND SORENSEN LLP	\$357.50
	Invoice	Date	Description		Amount
	331707	11/14/2024	October Litigation Legal Services		\$357.50
107895	12/06/2024			CALE AMERICA INC.	\$2,114.51
	Invoice	Date	Description		Amount
	183273	11/27/2024	November 2024 Active Meters		\$2,114.51
107896	12/06/2024			CAPITOLA POLICE DEPARTMENT	\$92.00
	Invoice	Date	Description		Amount
	2025-00000017	11/21/2024	Special Event Permit Application Fee 1321 - BIA - Capitola Village-Wharf BIA		\$92.00
107897	12/06/2024			CAPITOLA-SOQUEL CHAMBER OF COMMERCE	\$14,324.76
	Invoice	Date	Description		Amount
	CSCC112624	11/26/2024	FY24/25 Q1 TOT 1305 - Restricted TOT		\$14,324.76
107898	12/06/2024			CHLOE WOODMANSEE	\$443.33
	Invoice	Date	Description		Amount
	CW112724	11/27/2024	CALPELRA conference travel reimbursement		\$443.33
107899	12/06/2024			CIVICPLUS LLC	\$3,000.00
	Invoice	Date	Description		Amount
	324177	11/30/2024	AudioEye Managed Website ADA Compliance 2211 - ISF - Information Technology		\$3,000.00
107900	12/06/2024			CLEAN BUILDING MAINTENANCE CO.	\$5,821.92
	Invoice	Date	Description		Amount
	35689	11/30/2024	November janitorial services		\$5,821.92
107901	12/06/2024			CODE PUBLISHING COMPANY	\$350.50
	Invoice	Date	Description		Amount
	GC10015944	11/21/2024	Municipal code web update		\$350.50
107902	12/06/2024			COUNTY OF SANTA CRUZ MEDICRUZ PROGRAM	\$208.00
	Invoice	Date	Description		Amount
	11728	11/14/2024	FY24/25 July - September Blood Alcohol Lab Tests		\$208.00

City Checks Issued December 6, 2024

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107903	12/06/2024			CRAIG FEENEY	\$1,459.20
	Invoice	Date	Description		Amount
	182	11/19/2024	Community Room heater maintenance , IT room work		\$1,459.20
107904	12/06/2024			CREATIVE SERVICES OF NEW ENGLAND	\$1,238.90
	Invoice	Date	Description		Amount
	C24-28897	11/27/2024	Junior Officer Plastic Badges and Badge Stickers		\$1,238.90
107905	12/06/2024			CSMFO	\$1,695.00
	Invoice	Date	Description		Amount
	200025961	11/20/2024	CSMFO Annual Conference - Luis		\$565.00
	200025960	11/20/2024	CSMFO Annual Conference - Leda		\$565.00
	200026031	11/22/2024	CSMFO Annual Conference - Kathryn		\$565.00
107906	12/06/2024			ELEVATOR SERVICE COMPANY INC.	\$210.00
	Invoice	Date	Description		Amount
	49345	12/01/2024	Quarterly lube and inspection		\$210.00
107907	12/06/2024			EXCEEDIO	\$9,378.50
	Invoice	Date	Description		Amount
	16434	12/01/2024	Community Center IT Services		\$304.11
	16435	12/01/2024	December IT services		\$9,074.39
			2211 - ISF - Information Technology		
107908	12/06/2024			FLYERS ENERGY LLC	\$161.37
	Invoice	Date	Description		Amount
	CFS-4082618	11/30/2024	Card processing		\$161.37
107909	12/06/2024			GIGGLES N WIGGLES	\$202.50
	Invoice	Date	Description		Amount
	102524	10/25/2024	Camp Capitola field trip		\$202.50
107910	12/06/2024			GINA ENRIQUEZ	\$5,803.70
	Invoice	Date	Description		Amount
	GE112424	11/24/2024	Instructor payment		\$5,803.70
107911	12/06/2024			GRAINGER	\$76.52
	Invoice	Date	Description		Amount
	9313790298	11/12/2024	Neutral floor cleaner		\$76.52

City Checks Issued December 6, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107912	12/06/2024			HD SUPPLY FORMERLY HOME DEPOT PRO	\$2,135.75
	Invoice	Date	Description		Amount
	836682179	11/19/2024	Cleaning supplies		\$2,135.75
107913	12/06/2024			HEIDI MICHELLE WOODMANSEE	\$1,040.00
	Invoice	Date	Description		Amount
	HW112424	11/24/2024	Instructor payment		\$1,040.00
107914	12/06/2024			HINDERLITER DELLAMAS AND ASSOCIATES	\$1,408.03
	Invoice	Date	Description		Amount
	SIN045065	10/31/2024	October TOT and STR admin fees		\$1,408.03
107915	12/06/2024			HOME DEPOT CREDIT SERVICES	\$1,458.91
	Invoice	Date	Description		Amount
	1511055	11/21/2024	Flood lights		\$991.36
	2632552	11/20/2024	Pipe, farm hose, duct tape, utility pump, bucket, gap filler		\$271.39
	0611935	11/22/2024	Cord protect, extension cord		\$81.41
	4610954	11/18/2024	Satin base		\$43.33
	3510608	11/19/2024	Tool box		\$28.40
	3510556	11/19/2024	Cutoff disc, roller w frame		\$43.02
107916	12/06/2024			INTERNATIONAL BRONZE PLAQUE COMPANY	\$1,225.00
	Invoice	Date	Description		Amount
	24-70347	08/15/2024	Memorial Plaques		\$1,225.00
107917	12/06/2024			INTERSTATE BATTERY SYSTEM OF SAN JOSE INC	\$446.37
	Invoice	Date	Description		Amount
	50296718	12/03/2024	Auto batteries		\$446.37
107918	12/06/2024			JIM MALBERG - PETTY CASH CUSTODIAN	\$418.54
	Invoice	Date	Description		Amount
	PC120624	12/06/2024	Petty cash expenses September - December		\$418.54
			1000 - General Fund		\$365.54
			1200 - Capital Improvement Fund		\$53.00

City Checks Issued December 6, 2024

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107919	12/06/2024			KBA Document Solutions LLC	\$11.43
	Invoice	Date	Description		Amount
	55Y1498656	12/03/2024	Monthly copier usage charges		\$11.43
			2211 - ISF - Information Technology		
107920	12/06/2024			KIM MOLLOY	\$388.97
	Invoice	Date	Description		Amount
	KM111424	11/14/2024	Plein Air supplies reimbursement		\$388.97
107921	12/06/2024			KIMLEY HORN AND ASSOCIATES INC	\$57,865.00
	Invoice	Date	Description		Amount
	30072629	10/31/2024	41st Avenue Multimodal Corridor Improvements through 10.31.2		\$55,985.00
	30053116	10/31/2024	Bay Ave / Hill St intersection analysis services thru 10.31.24		\$1,880.00
			1200 - Capital Improvement Fund		
107922	12/06/2024			LABORMAX STAFFING	\$3,941.73
	Invoice	Date	Description		Amount
	26-418187	11/22/2024	Public works seasonal labor 11/19 - 11/22		\$2,098.29
	26-419424	11/29/2024	Public works seasonal labor 11/25 - 11/29		\$1,843.44
107923	12/06/2024			LAURA ALIOTO	\$656.25
	Invoice	Date	Description		Amount
	LA120324	12/03/2024	Instructor payment		\$656.25
107924	12/06/2024			LINDE GAS & EQUIPMENT INC.	\$207.24
	Invoice	Date	Description		Amount
	46496118	11/22/2024	Acetylene rental		\$207.24
107925	12/06/2024			LIUNA PENSION FUND	\$1,747.20
	Invoice	Date	Description		Amount
	FW0394	11/29/2024	LIUNA pension dues - November		\$1,747.20
			1001 - Payroll Payables		

City Checks Issued December 6, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107926	12/06/2024			MICHAEL KILROY	\$4,020.00
	Invoice	Date	Description		Amount
	MK110524	11/05/2024	Education reimbursement		\$4,020.00
107927	12/06/2024			MID COUNTY AUTO SUPPLY	\$471.55
	Invoice	Date	Description		Amount
	M-2790209	11/21/2024	Engine mount		\$81.86
	M-2794318	11/25/2024	Wiper blades		\$218.74
	M-2794391	11/25/2024	Wiper blade		\$53.84
	M-2794951	11/26/2024	Wiper blades		\$117.11
107928	12/06/2024			MISSION LINEN SUPPLY	\$569.29
	Invoice	Date	Description		Amount
	522789363	11/20/2024	Fleet towels, uniform cleaning		\$41.83
	522789364	11/20/2024	Corp. Yard linen service		\$112.10
	522838068	11/27/2024	Fleet towels, uniform cleaning		\$41.83
	522838069	11/27/2024	Corp. Yard linen service		\$142.27
	522814111	11/25/2024	Community Center mop and mat service		\$77.33
	522859673	12/04/2024	Fleet towels, uniform cleaning		\$41.83
	522859674	12/04/2024	Corp. Yard linen service		\$112.10
107929	12/06/2024			MONTEREY BAY ANALYTICAL SERVICES INC	\$100.00
	Invoice	Date	Description		Amount
	241123-002	11/26/2024	Soquel Creek water quality testing		\$100.00
107930	12/06/2024			NATIONAL TESTING NETWORK, INC	\$7.50
	Invoice	Date	Description		Amount
	16723	10/28/2024	Finance Charge on Overdue Balance		\$7.50
107931	12/06/2024			NEW PIG CORPORATION	\$2,781.71
	Invoice	Date	Description		Amount
	24504974-00	11/20/2024	Drain cover		\$2,137.92
	4368149-00	11/20/2024	Absorbent mat pad		\$643.79
107932	12/06/2024			NICHOLE BRYANT LEBLOND	\$350.38
	Invoice	Date	Description		Amount
	NB112224	11/22/2024	Afterschool snacks reimbursement		\$350.38

City Checks Issued December 6, 2024

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107933	12/06/2024			NORTH BAY FORD	\$99.61
	Invoice	Date	Description		Amount
	294207	11/18/2024	Coil assembly		\$99.61
107934	12/06/2024			O'REILLY AUTO PARTS	\$43.96
	Invoice	Date	Description		Amount
	2763-478057	11/15/2024	Core charge		\$43.96
107935	12/06/2024			OLIVE SPRINGS QUARRY INC.	\$558.19
	Invoice	Date	Description		Amount
	153612	11/25/2024	RS1 oil, sand mix		\$558.19
107936	12/06/2024			OUTDOOR SUPPLY HARDWARE	\$810.55
	Invoice	Date	Description		Amount
	A36934	11/20/2024	Bulk fasteners		\$60.03
	A34264	11/15/2024	Screwdriver, cord line, birdbath, utility knife, caulk gun		\$242.31
	A36840	11/20/2024	Cable clamp, screw eye		\$41.25
	A36342	11/19/2024	Chisel, axe		\$102.71
	A33865	11/14/2024	Planting mix		\$32.67
	A33392	11/13/2024	Hook rack, cable tie		\$95.88
	A36850	11/20/2024	Timber oil		\$127.84
	A40536	11/27/2024	Chisel set, drill bits		\$26.12
	A36410	11/19/2024	Blue poly tarp		\$81.74
107937	12/06/2024			PALACE BUSINESS SOLUTIONS	\$86.99
	Invoice	Date	Description		Amount
	2392361-0	12/03/2024	Calendar, paper clips, pen refill		\$77.71
	2393013-0	12/04/2024	Certificate border		\$9.28
			1000 - General Fund		\$77.71
			2210 - ISF - Stores Fund		\$9.28
107938	12/06/2024			PHOENIX GROUP INFORMATION SYSTEMS	\$8,029.31
	Invoice	Date	Description		Amount
	102024070	11/18/2024	October 2024 Citation Processing		\$8,029.31

City Checks Issued December 6, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107939	12/06/2024			PITNEY BOWES	\$2,241.99
	Invoice	Date	Description		Amount
	PB111924	11/19/2024	City Hall postage machine refill		\$2,241.99
			2210 - ISF - Stores Fund		
107940	12/06/2024			ROYAL WHOLESALE ELECTRIC	\$24.64
	Invoice	Date	Description		Amount
	7719-1045696	11/22/2024	Blank cover		\$24.64
107941	12/06/2024			RYDIN DECAL	\$3,310.49
	Invoice	Date	Description		Amount
	PS-INV125024	11/18/2024	2025 Parking Permits		\$3,310.49
107942	12/06/2024			SAFELITE FULFILLMENT, INC	\$600.85
	Invoice	Date	Description		Amount
	03727-004534	12/03/2024	Rain sensor, adhesive		\$600.85
107943	12/06/2024			SAN LORENZO LUMBER	\$680.68
	Invoice	Date	Description		Amount
	55-0928913	11/22/2024	Lumber		\$424.01
	55-0928917	11/22/2024	Screws		\$10.34
	55-0929993	12/02/2024	Lumber		\$178.78
	55-0930118	12/03/2024	Lumber		\$67.55
107944	12/06/2024			SANTA CRUZ LIVE SCAN INC.	\$120.00
	Invoice	Date	Description		Amount
	25334	12/01/2024	New hire live scan		\$60.00
	25299	11/01/2024	New hire live scan		\$60.00
107945	12/06/2024			SERVPRO OF PALO ALTO	\$1,816.21
	Invoice	Date	Description		Amount
	4964	11/22/2024	Bio Remediation for 161 & 162 on 10/28/2024		\$1,816.21

City Checks Issued December 6, 2024

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107946	12/06/2024			SOQUEL CREEK WATER DISTRICT	\$633.64
	Invoice	Date	Description		Amount
	10-16317-0112524	11/25/2024	10-16317-00 420 Capitola Ave. water		\$344.05
	10-16315-0112524	11/25/2024	10-16315-00 504 Beulah Dr. water		\$102.04
	10-16316-0112524	11/25/2024	10-16316-00 426 Capitola Ave. water		\$187.55
107947	12/06/2024			SPECTRUM BUSINESS	\$5,447.60
	Invoice	Date	Description		Amount
	170005701112124	11/21/2024	December internet service		\$5,447.60
			1000 - General Fund		\$3,317.41
			2211 - ISF - Information Technology		\$2,130.19
107948	12/06/2024			STAPLES ADVANTAGE	\$112.13
	Invoice	Date	Description		Amount
	6017983204	11/26/2024	Copier Paper, Tape and Magnets		\$112.13
107949	12/06/2024			STATE WATER RESOURCES CONTROL BOARD	\$7,279.00
	Invoice	Date	Description		Amount
	SW-0296727	11/20/2024	Annual Permit Fee FY24/25		\$7,279.00
107950	12/06/2024			T MOBILE	\$379.60
	Invoice	Date	Description		Amount
	TM112124	11/21/2024	November cell phone usage - acct # 989440968		\$336.00
	TM112124-2	11/21/2024	November cell phone usage - acct # 947590665		\$43.60
107951	12/06/2024			TPX COMMUNICATIONS	\$1,423.74
	Invoice	Date	Description		Amount
	183101907-0	11/23/2024	November phone service		\$1,423.74
			1000 - General Fund		\$783.69
			2211 - ISF - Information Technology		\$640.05
107952	12/06/2024			TRANSPORTATION ALLIANCE BANK INC.	\$2,643.88
	Invoice	Date	Description		Amount
	686854	11/20/2024	Pub meter, filter		\$2,643.88
			1310 - Gas Tax		

City Checks Issued December 6, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107953	12/06/2024			UNITED WAY OF SANTA CRUZ COUNTY	\$30.00
	Invoice	Date	Description		Amount
	UW112924	11/29/2024	November United Way contributions		\$30.00
			1001 - Payroll Payables		
107954	12/06/2024			US BANK EQUIPMENT FINANCE	\$174.40
	Invoice	Date	Description		Amount
	543170708	11/24/2024	City Hall Copier Lease		\$174.40
			2210 - ISF - Stores Fund		
107955	12/06/2024			US BANK PARS Acct 6746022400	\$661.07
	Invoice	Date	Description		Amount
	PARS112924	11/29/2024	PARS contributions PPE 11/23/24		\$661.07
			1001 - Payroll Payables		
107956	12/06/2024			VISIT SANTA CRUZ COUNTY	\$80,049.73
	Invoice	Date	Description		Amount
	VSCC112624	11/26/2024	FY24/25 Q1 TMD		\$80,049.73
107957	12/06/2024			ZEP SALES & SERVICE	\$347.67
	Invoice	Date	Description		Amount
	9010561124	12/02/2024	Zep write away graffiti cleaner		\$347.67
Type Check Totals:					\$302,585.03
<u>EFT</u>					
1837	12/01/2024			CalPERS Health Insurance	\$81,967.75
	Invoice	Date	Description		Amount
	1002785805	11/14/2024	December health insurance		\$81,967.75
			1000 - General Fund		\$4,316.27
			1001 - Payroll Payables		\$77,651.48
1838	12/02/2024			CalPERS Member Services Division	\$67,969.78
	Invoice	Date	Description		Amount
	1002787137-40	11/29/2024	PERS contributions PPE 11/23/24		\$67,969.78
			1000 - General Fund		\$0.05
			1001 - Payroll Payables		\$67,969.73
1839	12/02/2024			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$12,669.80
	Invoice	Date	Description		Amount
	0-190-636-688	11/29/2024	State tax PPE 11/23/24		\$12,669.80
			1001 - Payroll Payables		

City Checks Issued December 6, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
1840	12/02/2024			INTERNAL REVENUE SERVICE	\$40,854.78
	Invoice	Date	Description		Amount
	71120581	11/29/2024	Federal taxes & Medicare PPE 11/23/24		\$40,854.78
			1001 - Payroll Payables		
1841	12/02/2024			STATE DISBURSEMENT UNIT	\$1,469.06
	Invoice	Date	Description		Amount
	50494649	11/29/2024	Employee garnishments PPE 11/23/24		\$1,469.06
			1001 - Payroll Payables		
1842	12/02/2024			VOYA FINANCIAL	\$10,167.26
	Invoice	Date	Description		Amount
	VOYA112924	11/29/2024	Employee 457 contributions PPE 11/23/24		\$10,167.26
			1001 - Payroll Payables		
1843	11/25/2024			WEX HEALTH INC.	\$135.00
	Invoice	Date	Description		Amount
	0002044205-IN	10/31/2024	October COBRA and FSA admin.		\$135.00
1844	11/26/2024			WELLS FARGO BANK	\$7,167.56
	Invoice	Date	Description		Amount
	WF110324	11/03/2024	October credit card charges		\$7,167.56
			1000 - General Fund		\$6,711.18
			1200 - Capital Improvement Fund		\$456.38
Type EFT Totals:					\$222,400.99
Checks			79		\$302,585.03
EFTs			8		\$222,400.99
All			87		\$524,986.02
Payroll Totals					
Checks			0		\$0.00
EFTs			103		\$204,414.38
All			103		\$204,414.38
Grand Totals:					
Checks			79		\$302,585.03
EFTs			111		\$426,815.37
All			190		\$729,400.40


City main account checks dated December 13, 2024, numbered 107958 to 108024 totaling \$689,966.14, 4 payroll checks totaling \$1,125.26, and 106 payroll EFTs totaling \$197,327.05 for a grand total of \$888,418.45, have been reviewed and authorized for distribution by the City Manager.

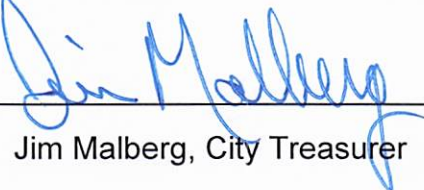
As of December 13, 2024, the unaudited cash balance is \$636,372.47.

**CASH POSITION - CITY OF CAPITOLA
December 13, 2024**

	<u>12/13/2024</u>
General Fund ⁽¹⁾	\$ (5,949,410.94)
Payroll Payables	\$ 183,113.00
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	\$ 195,685.14
Stores Fund	\$ 51,283.63
Information Technology Fund	\$ 430,749.10
Equipment Replacement	\$ 364,433.31
Self-Insurance Liability Fund	\$ (444,299.09)
Workers' Comp. Ins. Fund	\$ (183,907.71)
Compensated Absences Fund	\$ 555,886.06
TOTAL AVAILABLE GENERAL FUNDS	<u><u>\$ 636,372.47</u></u>

(1) December 13th balance includes \$4.29 million non-current investments


 _____ 12/30/24
 Jamie Goldstein, City Manager Date


 _____ 12/13/24
 Jim Malberg, City Treasurer Date

City Checks Issued December 13, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107958	12/13/2024			ADT SECURITY SERVICES INC.	\$350.95
	Invoice	Date	Description		Amount
	ADT112924	11/29/2024	Corp. yard & museum ADT monitoring		\$350.95
107959	12/13/2024			AIMEE FITZGERALD	\$364.00
	Invoice	Date	Description		Amount
	AF121024	12/10/2024	Instructor payment		\$364.00
107960	12/13/2024			AJ'S FUEL MARKET OF CAPITOLA INC	\$132.00
	Invoice	Date	Description		Amount
	AJ113024	11/30/2024	Carwash Closing Date 11/30/2024		\$132.00
107961	12/13/2024			ALLIED UNIVERSAL	\$1,639.31
	Invoice	Date	Description		Amount
	16375642	12/05/2024	December 2024 Jade Street Park Patrol		\$521.70
	16375652	12/05/2024	December 2024 McGregor Skate Park Patrol		\$539.08
	16375653	12/05/2024	December 2024 Esplanade Park Patrol		\$578.53
107962	12/13/2024			AMAZON CAPITAL SERVICES	\$924.01
	Invoice	Date	Description		Amount
	1MJT-KYY6-CP69	12/09/2024	Dual monitor stand, standing desk		\$376.37
	1NW3-N4CK-FCXG	12/09/2024	Calendar, duster refills		\$32.69
	1JNJ-XJ76-KLGP	12/09/2024	Drilling tool, router bits, bit set		\$59.36
	1WJL-FLH7-RWVF	12/07/2024	Filing cabinets		\$87.19
	14CY-914R-4TXD	12/10/2024	Sports supplies		\$368.40
			1000 - General Fund		\$891.32
			2210 - ISF - Stores Fund		\$32.69
107963	12/13/2024			AT&T	\$8.73
	Invoice	Date	Description		Amount
	ATT120124	12/01/2024	December long distance charges		\$8.73
			1000 - General Fund		\$4.30
			2211 - ISF - Information Technology		\$4.43
107964	12/13/2024			AVENU MUNISERVICES	\$1,300.00
	Invoice	Date	Description		Amount
	INV06-019978	12/04/2024	ACFR principal employers		\$1,300.00
107965	12/13/2024			B & B SMALL ENGINE REPAIR	\$127.03
	Invoice	Date	Description		Amount
	36248	12/10/2024	Chain loop, hand pruner, line head		\$127.03
107966	12/13/2024			BECKY ADAMS	\$217.75
	Invoice	Date	Description		Amount
	BA121024	12/10/2024	Instructor payment		\$217.75

City Checks Issued December 13, 2024

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107967	12/13/2024			BOONE LOW RATLIFF ARCHITECTS INC	\$10,935.39
	Invoice	Date	Description		Amount
	4176	12/06/2024	November Jade Street Park Restroom Remodel Services		\$3,932.50
	4174	12/06/2024	November Jade St Community Center Renovation Design Servi		\$4,743.07
	4175	12/06/2024	November Jade St Community Center Renovation Design Servi		\$2,259.82
			1200 - Capital Improvement Fund		
107968	12/13/2024			CALIFORNIA COAST UNIFORM COMPANY	\$3,004.61
	Invoice	Date	Description		Amount
	11205	12/02/2024	Tailoring Charges		\$625.00
	11204	12/02/2024	Tailoring Charges		\$416.00
	11210	12/02/2024	Tailoring Charges		\$441.00
	11214	12/02/2024	Tailoring Charges		\$321.95
	11209	12/02/2024	Tailoring Charges		\$234.00
	11203	12/02/2024	Tailoring Charges		\$125.00
	11213	12/02/2024	Tailoring Charges		\$257.00
	11212	12/02/2024	Tailoring Charges		\$235.28
	11211	12/02/2024	Tailoring Charges		\$120.43
	11208	12/02/2024	Softshell Layer Tech and Tailoring Charges		\$228.95
107969	12/13/2024			CAPITOLA-SOQUEL CHAMBER OF COMMERCE	\$375.00
	Invoice	Date	Description		Amount
	4946	12/02/2024	2025 Membership Dues		\$375.00
107970	12/13/2024			CINTAS CORPORATION	\$349.50
	Invoice	Date	Description		Amount
	5243215502	12/06/2024	City Hall first aid supplies		\$36.57
	5239381703	11/12/2024	City Hall first aid supplies		\$7.79
	5243215501	12/06/2024	Corp yard first aid supplies		\$92.03
	5239381701	11/12/2024	Corp yard first aid supplies		\$91.29
	5243215503	12/06/2024	First Aid Replenishment		\$121.82
107971	12/13/2024			CLAUDIO FRANCA	\$117.00
	Invoice	Date	Description		Amount
	CF121024	12/10/2024	Instructor payment		\$117.00
107972	12/13/2024			COMMUNITY TELEVISION OF SANTA CRUZ COUNTY	\$2,154.50
	Invoice	Date	Description		Amount
	3518	11/30/2024	October Planning Commision and City Council meeting footage		\$2,154.50
107973	12/13/2024			CORODATA RECORDS MANAGEMENT, INC.	\$175.48
	Invoice	Date	Description		Amount
	RS3676276	11/30/2024	November records management		\$175.48

City Checks Issued December 13, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107974	12/13/2024			CRYSTAL SPRINGS WATER CO.	\$250.50
	Invoice	Date	Description		Amount
	CSW113024	11/30/2024	November drinking water		\$250.50
107975	12/13/2024			CUSHMAN CONTRACTING CORPORATION	\$50.00
	Invoice	Date	Description		Amount
	JCC112624	11/26/2024	Public Records Act Request		\$50.00
107976	12/13/2024			CYNTHIA KASKEY	\$1,092.00
	Invoice	Date	Description		Amount
	CK121024	12/09/2024	Instructor payment		\$1,092.00
107977	12/13/2024			ENVIRONMENTAL INNOVATIONS INC.	\$1,888.29
	Invoice	Date	Description		Amount
	2836	12/04/2024	CalRecycle November outreach		\$1,888.29
107978	12/13/2024			GALLS LLC	\$97.51
	Invoice	Date	Description		Amount
	029710876	11/21/2024	Mens Rapid S/S Shirt		\$97.51
107979	12/13/2024			GARDAWORLD	\$435.63
	Invoice	Date	Description		Amount
	10801933	12/01/2024	December 2024 Armored Transportation Service		\$435.63
107980	12/13/2024			GUILLERMO E. VAZQUEZ	\$909.09
	Invoice	Date	Description		Amount
	GV120924	12/09/2024	Wellness Grant Funded Expense - Bike & Fitness watch		\$909.09
107981	12/13/2024			HD SUPPLY FORMERLY HOME DEPOT PRO	\$1,618.07
	Invoice	Date	Description		Amount
	839125705	12/05/2024	Cleaning supplies		\$1,605.91
	839333754	12/05/2024	Cleaning supplies		\$12.16
107982	12/13/2024			HOME DEPOT CREDIT SERVICES	\$307.58
	Invoice	Date	Description		Amount
	9513414	12/03/2024	Black marker, white paint, clamp, tubing, flap disc		\$307.58
107983	12/13/2024			HOSE SHOP	\$267.48
	Invoice	Date	Description		Amount
	463182	12/05/2024	Coupler, adapter, bolt clamp, yellow nozzle. connect lock		\$267.48
107984	12/13/2024			JACKIE YEUNG	\$1,407.24
	Invoice	Date	Description		Amount
	JY120924	12/09/2024	Chemical Agents Instructor Travel Reimbursement (POST)		\$1,407.24

City Checks Issued December 13, 2024

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107985	12/13/2024			JANELLE COX	\$100.00
	Invoice	Date	Description		Amount
	JC112124	11/21/2024	Reimbursement for IRS filing - BIA 1321 - BIA - Capitola Village-Wharf BIA		\$100.00
107986	12/13/2024			JOSE LOPEZ	\$909.09
	Invoice	Date	Description		Amount
	JL120924	12/09/2024	Wellness Funded Expense - Dumbells 1300 - SLESF - Supl Law Enfc		\$909.09
107987	12/13/2024			JULIA GAUTHO	\$250.00
	Invoice	Date	Description		Amount
	JG120924	12/09/2024	Digital Reading Hardware Reimbursement		\$250.00
107988	12/13/2024			KBA Document Solutions LLC	\$1,449.71
	Invoice	Date	Description		Amount
	55Y1499164	12/05/2024	Museum printer 2211 - ISF - Information Technology		\$1,449.71
107989	12/13/2024			KING'S PAINT AND PAPER INC.	\$40.91
	Invoice	Date	Description		Amount
	AEBDB	12/11/2024	Paint		\$19.39
	4V6KF	12/11/2024	Paint		\$21.52
107990	12/13/2024			KRISTEN BROWN	\$439.52
	Invoice	Date	Description		Amount
	KB120924	12/09/2024	Round Trip Mileage to AMBAG Meetings Reimbursement		\$439.52
107991	12/13/2024			KT MECHANICAL, INC.	\$1,703.00
	Invoice	Date	Description		Amount
	11793	11/27/2024	Corp yard gutter removal + materials		\$1,703.00
107992	12/13/2024			LABORMAX STAFFING	\$2,786.40
	Invoice	Date	Description		Amount
	26-420487	12/06/2024	Public works seasonal labor 12/2 - 12/6		\$2,786.40
107993	12/13/2024			LEHR AUTO ELECTRIC & EMERGENCY EQUIPMENT	\$2,992.77
	Invoice	Date	Description		Amount
	SI111866	11/26/2024	Patrol Vehicle Parts 2212 - ISF - Equipment Replacement		\$2,992.77
107994	12/13/2024			LLOYD'S TIRE AND AUTO	\$182.59
	Invoice	Date	Description		Amount
	222481	12/02/2024	Tire service		\$182.59

City Checks Issued December 13, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
107995	12/13/2024			MASTER CLEANERS	\$1,167.65
	Invoice	Date	Description		Amount
	MC120824	12/08/2024	November 2024 Uniform Cleaning		\$1,167.65
107996	12/13/2024			MBASIA	\$625,460.00
	Invoice	Date	Description		Amount
	250101-01	12/31/2024	FY24/25 Workers' comp. & liability insurance		\$625,460.00
			2213 - ISF - Self-Insurance Liability		\$321,918.00
			2214 - ISF - Workers Compensation		\$303,542.00
107997	12/13/2024			MID COUNTY AUTO SUPPLY	\$220.86
	Invoice	Date	Description		Amount
	M-2803727	12/05/2024	Gauge, split wire tubing, ignition switch		\$79.36
	M-2806891	12/09/2024	Wires, grommets		\$38.98
	M-2808092	12/10/2024	Blade connectors. cable crimp. bit set		\$102.52
107998	12/13/2024			MISSION LINEN SUPPLY	\$154.66
	Invoice	Date	Description		Amount
	522719964	11/11/2024	Community Center mop and mat service		\$77.33
	522907648	12/09/2024	Community Center mop and mat service		\$77.33
107999	12/13/2024			MONTEREY BAY ANALYTICAL SERVICES INC	\$34.00
	Invoice	Date	Description		Amount
	241202_013	12/04/2024	Lagoon water testing		\$34.00
108000	12/13/2024			NICHOLE BRYANT LEBLOND	\$352.23
	Invoice	Date	Description		Amount
	NB120924	12/09/2024	Afterschool Snack Food Reimbursement		\$352.23
108001	12/13/2024			NORTH BAY FORD	\$520.08
	Invoice	Date	Description		Amount
	294307	12/02/2024	Coil assembly ignition		\$199.22
	294335	12/04/2024	Auto battery		\$210.01
	294334	12/04/2024	Tensioner		\$110.85
108002	12/13/2024			O'REILLY AUTO PARTS	\$453.98
	Invoice	Date	Description		Amount
	2763-480788	11/26/2024	Wiper blades		\$209.19
	2763-481453	11/29/2024	Ignition coil, spark plug		\$244.79
108003	12/13/2024			OPPOSITE OF EAST	\$3,000.00
	Invoice	Date	Description		Amount
	000254-008	11/10/2024	BIA Communications Manager Services		\$3,000.00
			1321 - BIA - Capitola Village-Wharf BIA		

City Checks Issued December 13, 2024

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108004	12/13/2024			OUTDOOR SUPPLY HARDWARE	\$237.42
	Invoice	Date	Description		Amount
	A44533	12/05/2024	Bulk Fasteners		\$237.42
108005	12/13/2024			PALACE BUSINESS SOLUTIONS	\$119.43
	Invoice	Date	Description		Amount
	2393156-0	12/05/2024	Calendar, adhesive pads, hooks, coat hook, clips		\$100.37
	2393343-0	12/05/2024	Pads		\$19.06
108006	12/13/2024			PETERSON CATERPILLAR	\$2,302.79
	Invoice	Date	Description		Amount
	PR080022566	11/19/2024	Credit memo		(\$126.16)
	PR080022631	11/23/2024	Manifold Credit Memo		(\$762.74)
	PC080211090	11/27/2024	259D Track Loader		\$3,191.69
108007	12/13/2024			ROBERT M PATTERSON	\$50.00
	Invoice	Date	Description		Amount
	RP120624	12/06/2024	Administrative Reviews Billing Statement 12/6/2024		\$50.00
108008	12/13/2024			SAFELITE FULFILLMENT, INC	\$600.85
	Invoice	Date	Description		Amount
	03727-4534	12/03/2024	Auto glass		\$600.85
108009	12/13/2024			SAN LORENZO LUMBER	\$1,277.41
	Invoice	Date	Description		Amount
	55-0930511	12/04/2024	Roller stand, screws, paint marker, tip holder		\$134.54
	55-0930902	12/05/2024	Lumber		\$583.00
	55-0930911	12/05/2024	Countersink set		\$89.15
	55-0931270	12/06/2024	Lumber		\$131.80
	55-0931586	12/09/2024	Lumber		\$112.97
	55-0931685	12/10/2024	Lumber		\$225.95
108010	12/13/2024			SANTA CRUZ APTOS AUTO TOWING	\$531.75
	Invoice	Date	Description		Amount
	19285	11/27/2024	Tow for 1553857		\$531.75
108011	12/13/2024			SANTA CRUZ AUTO CARE DETAIL	\$220.00
	Invoice	Date	Description		Amount
	7675-1	12/05/2024	Ford Explorer interior detail		\$220.00
108012	12/13/2024			SANTA CRUZ AUTO PARTS INC.	\$174.58
	Invoice	Date	Description		Amount
	14508-511034	12/04/2024	Grade reducer, deruster, mix sheets, sanding sponge		\$174.58

City Checks Issued December 13, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108013	12/13/2024			SANTA CRUZ COUNTY AUDITOR-CONTROLLER	\$6,799.50
	Invoice	Date	Description		Amount
	SCCO113024	11/30/2024	November citation processing		\$6,799.50
108014	12/13/2024			SANTA CRUZ COUNTY DEPT OF PUBLIC WORKS	\$208.12
	Invoice	Date	Description		Amount
	48861	11/30/2024	Landfill charges		\$208.12
108015	12/13/2024			SANTA CRUZ JUNK REMOVAL	\$647.00
	Invoice	Date	Description		Amount
	2201	12/10/2024	Trash Removal Campsite Cleanout		\$647.00
108016	12/13/2024			SANTA CRUZ SENTINEL	\$1,123.20
	Invoice	Date	Description		Amount
	0001430211	11/30/2024	November legal notices		\$1,123.20
108017	12/13/2024			STAPLES ADVANTAGE	\$239.77
	Invoice	Date	Description		Amount
	6018890565	12/06/2024	Cups, Bowls and Desk Mat		\$239.77
108018	12/13/2024			TRIAD ELECTRIC INC.	\$675.00
	Invoice	Date	Description		Amount
	89905	11/27/2024	76 Station Traffic Camera Electrical		\$675.00
108019	12/13/2024			US BANK EQUIPMENT FINANCE	\$494.56
	Invoice	Date	Description		Amount
	543522619	11/28/2024	City Hall Copier Lease		\$315.01
	543943559	12/04/2024	Recreation copier lease		\$179.55
			1000 - General Fund		\$179.55
			2210 - ISF - Stores Fund		\$315.01
108020	12/13/2024			WATSONVILLE CADILLAC GMC	\$538.66
	Invoice	Date	Description		Amount
	395649	11/25/2024	Auto inspection & service		\$538.66
108021	12/13/2024			WITMER TYSON IMPORTS INC.	\$500.00
	Invoice	Date	Description		Amount
	T15631	11/25/2024	October 2024 K-9 Maintenance Training		\$500.00
108022	12/13/2024			Mendoza, Evangelina	\$36.00
	Invoice	Date	Description		Amount
	EM120624	12/06/2024	Citation # 501127807		\$36.00

City Checks Issued December 13, 2024

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108023	12/13/2024			Meneses, Naomi	\$96.00
	Invoice	Date	Description		Amount
	NM120524	12/05/2024	Citation # 501127837		\$96.00
108024	12/13/2024			Reed, Cristofer	\$378.00
	Invoice	Date	Description		Amount
	CR120424	12/04/2024	Multiple Citations		\$378.00
Type Check Totals:					\$689,966.14
Checks			67		\$689,966.14
EFTs			0		\$0.00
All			67		\$689,966.14
Payroll Totals					
Checks			4		\$1,125.26
EFTs			106		\$197,327.05
All			110		\$198,452.31
Grand Totals:					
Checks			71		\$691,091.40
EFTs			106		\$197,327.05
All			177		\$888,418.45

City main account checks dated December 20, 2024, numbered 108025 to 108103 totaling \$600,399.06, and 7 EFTs totaling \$141,125.09 for a grand total of \$741,524.15, have been reviewed and authorized for distribution by the City Manager.

As of December 20, 2024, the unaudited cash balance is \$237,525.54.

**CASH POSITION - CITY OF CAPITOLA
December 20, 2024**

	<u>12/20/2024</u>
General Fund ⁽¹⁾	\$ (6,045,112.62)
Payroll Payables	\$ 50,297.00
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	\$ 25,377.33
Stores Fund	\$ 51,254.06
Information Technology Fund	\$ 430,757.23
Equipment Replacement	\$ 364,433.31
Self-Insurance Liability Fund	\$ (444,299.09)
Workers' Comp. Ins. Fund	\$ (183,907.71)
Compensated Absences Fund	\$ 555,886.06
TOTAL AVAILABLE GENERAL FUNDS	<u><u>\$ 237,525.54</u></u>

(1) December 20th balance includes \$4.29 million non-current investments

12/30/24

Jamie Goldstein, City Manager Date

12/30/24

Jim Malberg, City Treasurer Date

City Checks Issued December 20, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108025	12/20/2024			ADAMS ASHBY GROUP INC.	\$17,500.00
	Invoice	Date	Description		Amount
	6261	11/08/2024	CDBG Jade Street Park Improvements		\$7,500.00
	6262	11/08/2024	General admin of CDBG - Community Center		\$5,000.00
	6326	12/17/2024	General admin of CDBG - Community Center		\$5,000.00
			1350 - CDBG Grants		
108026	12/20/2024			ADRIENNE HARRELL	\$370.50
	Invoice	Date	Description		Amount
	AH121724	12/17/2024	Instructor payment		\$370.50
108027	12/20/2024			AMAZON CAPITAL SERVICES	\$381.08
	Invoice	Date	Description		Amount
	1J9R-FV3F-4XVP	12/12/2024	Work boots		\$207.09
	1RQ6-3M4W-6HFN	12/16/2024	Nozzle pressure washer, hose		\$96.86
	1D47-Q3PX-639W	12/16/2024	Tubular keys		\$32.10
	1KPC-7NF9-L4CF	12/11/2024	Steno Books, Memo Pads and USB Cable		\$56.86
	17Q9-7CDX-QN7P	11/12/2024	Credit Memo for 1WC4-QLNQ-3Y3H		(\$41.40)
	1N1H-MYHX-JPDW	12/17/2024	Spiral notebooks, stapler		\$29.57
			1000 - General Fund		\$319.41
			1311 - Wharf		\$32.10
			2210 - ISF - Stores Fund		\$29.57
108028	12/20/2024			AMERICAN RAMP COMPANY	\$108,933.45
	Invoice	Date	Description		Amount
	8845	11/30/2024	McGregor Asphalt Pump Track Project Services		\$108,933.45
			1200 - Capital Improvement Fund		
108029	12/20/2024			APTOS LANDSCAPE SUPPLY INC.	\$529.94
	Invoice	Date	Description		Amount
	646635	12/04/2024	Rake, hose, safety fencing, sod mix		\$529.94
108030	12/20/2024			ARMANDO FERRO	\$300.00
	Invoice	Date	Description		Amount
	AF121624	12/16/2024	Wellness Funded Expense - Dumbells		\$300.00
108031	12/20/2024			ART FACTORY STUDIOS, LLC	\$384.00
	Invoice	Date	Description		Amount
	0000670	12/12/2024	Fall Break Art Lesson		\$384.00

City Checks Issued December 20, 2024

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108032	12/20/2024			AT&T/CALNET 3	\$293.67
	Invoice	Date	Description		Amount
	000022741760	12/13/2024	December telephone service		\$293.67
			1000 - General Fund		\$224.81
			2211 - ISF - Information Technology		\$68.86
108033	12/20/2024			AT&T/CALNET 3	\$1,758.19
	Invoice	Date	Description		Amount
	000022742428	12/13/2024	December T-1 access		\$1,758.19
108034	12/20/2024			BEN NOBLE	\$371.25
	Invoice	Date	Description		Amount
	1500	12/03/2024	Housing Element Implementation Services through 11.30		\$371.25
			1313 - General Plan Update and Maint		
108035	12/20/2024			BETZ WORKS INC	\$125,000.00
	Invoice	Date	Description		Amount
	24344	11/26/2024	Park at Rispin Mansion Project Services through 11.26.2		\$125,000.00
			1200 - Capital Improvement Fund		
108036	12/20/2024			BIOBAG AMERICAS INC.	\$2,517.90
	Invoice	Date	Description		Amount
	INV509386	12/16/2024	Dog waste bags		\$2,517.90
108037	12/20/2024			BURKE WILLIAMS AND SORENSEN LLP	\$10,050.00
	Invoice	Date	Description		Amount
	331708	11/14/2024	October Planning Legal Services		\$6,785.00
	331716	11/14/2024	October 427 Riverview Legal Services		\$3,265.00
108038	12/20/2024			CAPITOLA PEACE OFFICERS ASSOCIATION	\$973.50
	Invoice	Date	Description		Amount
	POA121324	12/13/2024	POA		\$973.50
			1001 - Payroll Payables		
108039	12/20/2024			COMMUNITY PRINTERS	\$159.14
	Invoice	Date	Description		Amount
	39931011	12/11/2024	Pump track sign		\$159.14
108040	12/20/2024			CORODATA SHREDDING INC.	\$59.71
	Invoice	Date	Description		Amount
	DN1498316	11/30/2024	November Records Shredding		\$59.71

City Checks Issued December 20, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108041	12/20/2024			CSG Consultants Inc.	\$4,676.25
	Invoice	Date	Description		Amount
	B242141	12/02/2024	November Building Plan Review Services		\$1,139.25
	59210	12/13/2024	Building Inspector Services		\$3,537.00
108042	12/20/2024			CSW-STUBER-STROEH ENGINEERING GROUP INC	\$26,947.17
	Invoice	Date	Description		Amount
	2411124	11/30/2024	Cliff Drive Resiliency Project Services thru 10.31.24		\$26,947.17
			1200 - Capital Improvement Fund		
108043	12/20/2024			CUMMING MANAGEMENT GROUP, INC.	\$3,537.50
	Invoice	Date	Description		Amount
	158899	11/30/2024	Community Center Construction Management Services		\$3,537.50
			1200 - Capital Improvement Fund		
108044	12/20/2024			D & G SANITATION	\$801.68
	Invoice	Date	Description		Amount
	310252	11/30/2024	Skate park hand wash station, portable toilets		\$501.78
	310254	11/30/2024	Wharf portable toilets		\$156.62
	310253	11/30/2024	Lower parking lot portable toilet rental		\$143.28
			1000 - General Fund	\$645.06	
			1311 - Wharf	\$156.62	
108045	12/20/2024			DUDEK	\$616.25
	Invoice	Date	Description		Amount
	202409209	11/05/2024	#23-0254 723 El Salto Dr Project Services		\$616.25
108046	12/20/2024			EQUITABLE	\$3,482.10
	Invoice	Date	Description		Amount
	1640914	11/11/2024	December LTD, STD, AD&D, life insurance		\$3,482.10
			1000 - General Fund	\$145.61	
			1001 - Payroll Payables	\$3,336.49	
108047	12/20/2024			EWING IRRIGATION	\$82.19
	Invoice	Date	Description		Amount
	2418883	11/19/2024	Wattle straw		\$82.19
108048	12/20/2024			FLYERS ENERGY LLC	\$3,159.00
	Invoice	Date	Description		Amount
	24-248578	12/12/2024	750 gallons gasoline		\$3,159.00

City Checks Issued December 20, 2024

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108049	12/20/2024			GAMETIME	\$2,547.00
	Invoice	Date	Description		Amount
	PJI-0256165	11/22/2024	River rock climber, playground equipment		\$2,547.00
108050	12/20/2024			GEORGE H WILSON INC.	\$773.00
	Invoice	Date	Description		Amount
	20593275	09/01/2024	Lawn way lift station maintenance		\$773.00
108051	12/20/2024			GINA ENRIQUEZ	\$3,073.00
	Invoice	Date	Description		Amount
	GE121724	12/17/2024	Instructor payment		\$3,073.00
108052	12/20/2024			GLADWELL GOVERNMENT SERVICES INC.	\$450.00
	Invoice	Date	Description		Amount
	5621	12/15/2024	Records retention legal review		\$450.00
108053	12/20/2024			HANYA FOJACO	\$1,140.75
	Invoice	Date	Description		Amount
	HF121724	12/17/2024	Instructor payment		\$1,140.75
108054	12/20/2024			HASCO STATIONS, LLC	\$8.50
	Invoice	Date	Description		Amount
	HCL-002822-24	12/05/2024	Carwash Closing Date 11/30/2024		\$8.50
108055	12/20/2024			HD SUPPLY FORMERLY HOME DEPOT PRO	\$1,512.68
	Invoice	Date	Description		Amount
	840413173	12/12/2024	Cleaning supplies		\$1,512.68
108056	12/20/2024			HOME DEPOT CREDIT SERVICES	\$4,641.10
	Invoice	Date	Description		Amount
	2514885	12/10/2024	Flaps, sand, fuel, gloves, pliers, aerosol, screws		\$173.07
	9523478	12/13/2024	Brush, receiver pin, blue tape, gloves, cloths		\$165.17
	0513198	12/02/2024	Mini lights, staple gun, staples		\$191.49
	0511215	11/22/2024	Cover, electrical tape, outlets		\$143.14
	8613517	12/04/2024	Storage shelving units, bins, anchors		\$1,334.67
	3052187	11/19/2024	Painters touch, conduit body, couplings, covers, pvc part:		\$196.52
	8513608	12/04/2024	Filters		\$131.27
	7623366	12/05/2024	Storage box, flat bush, glue, bin		\$260.79
	6621413	11/26/2024	Hole cover, power grab ult		\$56.72
	3514622	12/09/2024	Blade set, double straight hook		\$47.73
	3634870	12/09/2024	Scour pad, tape, fertilizer, bucket		\$51.33
	8521169	12/04/2024	LED lights		\$54.73
	6516285	12/16/2024	Cable tie		\$38.26
	0620091	12/12/2024	Turbo nozzle, pressure washer, toolbox		\$1,087.14
	1515130	12/11/2024	Tape measure, brush, bit set		\$154.20

City Checks Issued December 20, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
	1013618	12/11/2024	Drain cleaning kit, cable, auger mil, paper towels, pump		\$503.63
	9520931	12/03/2024	Fence post, polycast, line reel, pencils		\$51.24
108057	12/20/2024			HOUSING AUTHORITY OF SANTA CRUZ COUNTY	\$2,000.00
	Invoice	Date	Description		Amount
	25-03 CSD	10/10/2024	Security Deposit Program Administration		\$2,000.00
			5552 - Cap Hsg Succ- Program Income		
108058	12/20/2024			HYDROSCIENCE ENGINEERS INC.	\$2,796.25
	Invoice	Date	Description		Amount
	331021001	07/01/2024	#15-029 2091 Wharf Rd Stormwater Services		\$2,796.25
108059	12/20/2024			JANET RUSSELL KELLER	\$110.50
	Invoice	Date	Description		Amount
	JRK121724	12/17/2024	Instructor payment		\$110.50
108060	12/20/2024			JULIA GAUTHO	\$432.29
	Invoice	Date	Description		Amount
	JG121624	12/16/2024	League of California Conference Travel Reimbursement		\$432.29
108061	12/20/2024			KATHLEEN BROWN	\$403.00
	Invoice	Date	Description		Amount
	KB121724	12/17/2024	Instructor payment		\$403.00
108062	12/20/2024			KBA Document Solutions LLC	\$262.01
	Invoice	Date	Description		Amount
	55Y1501869	12/17/2024	City Hall copier usage charges		\$262.01
			2211 - ISF - Information Technology		
108063	12/20/2024			KIMLEY HORN AND ASSOCIATES INC	\$37,927.50
	Invoice	Date	Description		Amount
	30180127	11/30/2024	41st Avenue Multimodal Corridor Improvements through		\$37,927.50
			1200 - Capital Improvement Fund		
108064	12/20/2024			KOSMONT COMPANIES	\$2,893.80
	Invoice	Date	Description		Amount
	2309.5-010	10/31/2024	Additional Consulting Services Capitola Mall		\$2,893.80
108065	12/20/2024			LABORMAX STAFFING	\$2,064.32
	Invoice	Date	Description		Amount
	26-421613	12/13/2024	Public works seasonal labor 12/9 - 12/13		\$2,064.32

City Checks Issued December 20, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108066	12/20/2024			LAURA ALIOTO	\$240.50
	Invoice	Date	Description		Amount
	LA121724	12/17/2024	Instructor payment		\$240.50
108067	12/20/2024			LLOYD'S TIRE AND AUTO	\$573.05
	Invoice	Date	Description		Amount
	222531	12/06/2024	Tires, tire services		\$573.05
108068	12/20/2024			MICHAEL BAKER INTERNATIONAL	\$4,912.00
	Invoice	Date	Description		Amount
	1233538	12/17/2024	#24-0269 - 302 Grand Avenue		\$4,912.00
108069	12/20/2024			MID COUNTY AUTO SUPPLY	\$697.05
	Invoice	Date	Description		Amount
	M-2812648	12/13/2024	Auto battery		\$351.19
	M-2816121	12/17/2024	Auto battery		\$268.58
	M-2817324	12/18/2024	Brake fluid, latex gloves, gray cart		\$77.28
108070	12/20/2024			MISSION LINEN SUPPLY	\$447.53
	Invoice	Date	Description		Amount
	522928234	12/11/2024	Fleet towels, uniform cleaning		\$41.83
	522928235	12/11/2024	Corp. Yard linen service		\$142.27
	522958576	12/12/2024	Fleet towels, uniform cleaning		\$109.50
	522954042	12/18/2024	Corp. Yard linen service		\$112.10
	522954041	12/18/2024	Fleet towels, uniform cleaning		\$41.83
108071	12/20/2024			MISSION PRINTERS	\$288.41
	Invoice	Date	Description		Amount
	66613	12/18/2024	City Council New Business Cards		\$288.41
108072	12/20/2024			NICHOLE BRYANT LEBLOND	\$392.04
	Invoice	Date	Description		Amount
	NB121824	12/18/2024	Afterschool snacks reimbursement		\$392.04
108073	12/20/2024			NIGEL BELTON	\$570.00
	Invoice	Date	Description		Amount
	3055	09/15/2024	Consulting Arborist Services - Pac Cove Tree Services		\$570.00

City Checks Issued December 20, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108074	12/20/2024			O'REILLY AUTO PARTS	\$351.01
	Invoice	Date	Description		Amount
	2763-482930	12/06/2024	Radiator, coolant hose		\$192.07
	2763-483628	12/09/2024	HUB Assembly		\$137.15
	2763-483018	12/06/2024	Freeze plug		\$21.79
108075	12/20/2024			OPPOSITE OF EAST	\$3,000.00
	Invoice	Date	Description		Amount
	000272-009	12/10/2024	BIA Communications Manager Services		\$3,000.00
			1321 - BIA - Capitola Village-Wharf BIA		
108076	12/20/2024			OUTDOOR SUPPLY HARDWARE	\$865.01
	Invoice	Date	Description		Amount
	A47914	12/11/2024	Bulk fasteners		\$126.30
	A48408	12/12/2024	Countersinks		\$43.58
	A39550	11/25/2024	Cover gray, outlet box, batteries		\$86.84
	A47951	12/11/2024	Key blank		\$26.09
	A43749	12/04/2024	Coarse, screws, washers		\$97.20
	A43241	12/03/2024	Fence, compact shelf, hammer, bucket, battery pack		\$485.00
108077	12/20/2024			PACIFIC GAS & ELECTRIC	\$19,905.34
	Invoice	Date	Description		Amount
	PGE121124-acct9	12/11/2024	December Monthly utilities		\$17,151.47
	PGE121124-acct5	12/11/2024	December Pacific Cove parking lot utilities		\$2,753.87
			1000 - General Fund		\$10,624.30
			1300 - SLESF - Supl Law Enfc		\$116.00
			1310 - Gas Tax		\$8,227.75
			1311 - Wharf		\$937.29
108078	12/20/2024			PHIL ALLEGRI ELECTRIC INC.	\$9,543.83
	Invoice	Date	Description		Amount
	35216	12/18/2024	Corp yard electrical work		\$1,947.43
	35215	12/18/2024	Corp yard electrical work		\$1,266.40
	35213	12/18/2024	Corp Yard Electrical Work - New Sub Panel		\$6,330.00
108079	12/20/2024			RENEE DEMAR	\$81.53
	Invoice	Date	Description		Amount
	RD121624	12/16/2024	Employee Engagement Gift Reimbursement		\$81.53

City Checks Issued December 20, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108080	12/20/2024			ROYAL WHOLESALE ELECTRIC	\$26.79
	Invoice	Date	Description		Amount
	7719-1046171	12/09/2024	Terminal adapter, pvc, locknut, conduit		\$11.97
	7719-1046275	12/12/2024	PVC parts, conduit		\$14.82
108081	12/20/2024			SAN LORENZO LUMBER	\$568.22
	Invoice	Date	Description		Amount
	55-0932697	12/13/2024	Lumber		\$172.25
	55-0933318	12/17/2024	Lumber		\$110.54
	55-0933336	12/17/2024	Nail sets, trowels, folding saw, cement edger		\$285.43
108082	12/20/2024			SANTA CRUZ AUTO PARTS INC.	\$265.17
	Invoice	Date	Description		Amount
	14508-511527	12/11/2024	Carb cleaner, brakeclean, chassis, prime guard		\$265.17
108083	12/20/2024			SANTA CRUZ REGIONAL 911	\$133,595.50
	Invoice	Date	Description		Amount
	SCR121524	12/15/2024	FY24/25 Third Quarter Operating Contribution		\$133,595.50
108084	12/20/2024			SANTA CRUZ ROLLER PALLADIUM	\$260.00
	Invoice	Date	Description		Amount
	SCRP100924	10/09/2024	Private Skate for Capitola Rec Afterschool Field Trip		\$260.00
108085	12/20/2024			SHANTA SHENOY	\$812.50
	Invoice	Date	Description		Amount
	SS121724	12/17/2024	Instructor payment		\$812.50

City Checks Issued December 20, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108086	12/20/2024			SOQUEL CREEK WATER DISTRICT	\$30,565.67
	Invoice	Date	Description		Amount
	06-14476-0120924	12/09/2024	06-14476-00 430 Kennedy Drive water service		\$133.57
	08-15299-0120924	12/09/2024	08-15299-00 Monterey Ave. water		\$207.42
	08-15562-0120924	12/09/2024	08-15562-00 Cliff and Fairview water service		\$80.44
	09-15964-0120924	12/09/2024	09-15964-00 Monterey Ave. Esplanade water		\$1,319.83
	42-14952-0120224	12/02/2024	42-14952 Cortez Park irrigation		\$1,494.92
	42-15297-0120224	12/02/2024	42-15297-00 426 Capitola Ave irrigation		\$565.04
	42-15969-0120224	12/02/2024	42-15969-00 Lawn Way irrigation		\$694.83
	42-16122-0120224	12/02/2024	42-16122-00 Esplanade fountain irrigation		\$261.35
	42-10504-0120224	12/02/2024	42-10504-00 Cliff Drive irrigation		\$242.86
	42-11090-0120224	12/02/2024	42-11090-01 Capitola Road irrigation		\$565.04
	42-11467-0120224	12/02/2024	42-11467-00 Jade Street park irrigation		\$12,703.95
	42-11517-0120224	12/02/2024	42-11517-00 41st Avenue irrigation		\$565.04
	42-14404-0120224	12/02/2024	42-14404-00 Monterey Ave. Nobel Gulch Park irrigation		\$919.53
	42-16130-0120224	12/02/2024	42-16130-00 Wharf Road irrigation		\$242.86
	42-16136-0120224	12/02/2024	42-16136-00 1400 Wharf Road irrigation		\$1,085.04
	42-16407-0120224	12/02/2024	42-16407-00 Bay Ave. irrigation		\$242.86
	13-10919-0120224	12/02/2024	13-10919-00 2000 Wharf Road water service		\$84.08
	34-18508-0120224	12/02/2024	34-18508-00 1510 McGregor Drive water service		\$148.61
	42-14431-0120224	12/02/2024	42-14431-00 Monterey Ave irrigation		\$8,522.68
	42-17688-0120224	12/02/2024	42-17688-00 Lawn Way irrigation 2		\$242.86
	42-18238-0120224	12/02/2024	42-18238-00 Capitola Road irrigation		\$242.86
		1000 - General Fund			\$29,480.63
		1311 - Wharf			\$1,085.04
108087	12/20/2024			SPORTS DESIGN, INC.	\$1,576.80
	Invoice	Date	Description		Amount
	28239	11/19/2024	Team Jackets		\$1,576.80
108088	12/20/2024			STAPLES ADVANTAGE	\$71.48
	Invoice	Date	Description		Amount
	6019191801	12/11/2024	Filing Sorter		\$28.33
	6019327269	12/13/2024	Stackable Paper Tray Holder		\$43.15
108089	12/20/2024			STATE WATER RESOURCES CONTROL BOARD	\$3,540.00
	Invoice	Date	Description		Amount
	WD-0275783	12/04/2024	Soquel Creek Lagoon annual permit fee		\$3,540.00

City Checks Issued December 20, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108090	12/20/2024			TRANSPORTATION ALLIANCE BANK INC.	\$1,371.18
	Invoice	Date	Description		Amount
	687141	12/12/2024	GB set (4), filaments		\$1,371.18
		1310 - Gas Tax			
108091	12/20/2024			TYLER BUSINESS FORMS	\$76.78
	Invoice	Date	Description		Amount
	99242	12/13/2024	1095B & 1095C Forms		\$76.78
108092	12/20/2024			UPEC LIUNA LOCAL 792	\$1,010.00
	Invoice	Date	Description		Amount
	UPEC123124	12/15/2024	December UPEC dues		\$1,010.00
		1001 - Payroll Payables			
108093	12/20/2024			US BANK EQUIPMENT FINANCE	\$204.93
	Invoice	Date	Description		Amount
	544027154	12/05/2024	PD copier lease		\$204.93
108094	12/20/2024			US BANK PARS Acct 6746022400	\$670.09
	Invoice	Date	Description		Amount
	PARS121324	12/13/2024	PARS contributions PPE 12/7/24		\$670.09
		1001 - Payroll Payables			
108095	12/20/2024			VERIZON WIRELESS	\$2,594.41
	Invoice	Date	Description		Amount
	6100828107	12/10/2024	December telephone charges		\$2,594.41
108096	12/20/2024			WESTERN EXTERMINATOR COMPANY	\$196.22
	Invoice	Date	Description		Amount
	71207392	12/11/2024	Turnouts rodent control		\$98.11
	71207391	12/12/2024	City Hall rodent control		\$98.11

City Checks Issued December 20, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108097	12/20/2024			WILLDAN FINANCIAL SERVICES	\$2,400.00
	Invoice	Date	Description		Amount
	010-60659	12/16/2024	Comprehensive User Fee Study and Overhead Cost Allo		\$2,400.00
108098	12/20/2024			YVETTE BROOKS	\$239.99
	Invoice	Date	Description		Amount
	YB121624	12/16/2024	Digital Reading Software Reimbursement		\$239.99
108099	12/20/2024			BUSY BEES CAFE & CATERING	\$262.28
	Invoice	Date	Description		Amount
	E01202	11/12/2024	Catering		\$262.28
108100	12/20/2024			BUSY BEES CAFE & CATERING	\$310.28
	Invoice	Date	Description		Amount
	E01203	11/13/2024	Catering		\$310.28
108101	12/20/2024			EMMY MITCHELL-LYNN	\$718.57
	Invoice	Date	Description		Amount
	EML121624	12/16/2024	Museum Purchases Reimbursement		\$718.57
108102	12/20/2024			HEINTZ, JACOB & ALEX	\$1,216.13
	Invoice	Date	Description		Amount
	HJA120324	12/03/2024	Permit #20230293 Refund		\$1,216.13
			1000 - General Fund		\$877.15
			1313 - General Plan Update and Maint		\$300.00
			1317 - Technology Fee Fund		\$38.98
108103	12/19/2024			CADILLAC DESIGNS INC.	\$58.60
	Invoice	Date	Description		Amount
	10082	10/31/2022	Upcoming movies print		\$58.60
Type Check Totals:					\$600,399.06
<u>EFT</u>					
1845	12/16/2024			CalPERS Member Services Division	\$65,670.32
	Invoice	Date	Description		Amount
	1002798376-9	12/13/2024	PERS contributions PPE 12/7/24		\$65,670.32
			1000 - General Fund		\$0.04
			1001 - Payroll Payables		\$65,670.28

City Checks Issued December 20, 2024

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
1846	12/16/2024			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$11,736.68
	Invoice	Date	Description		Amount
	1-218-425-488	12/13/2024	State tax PPE 12/7/24		\$11,736.68
			1001 - Payroll Payables		
1847	12/16/2024			INTERNAL REVENUE SERVICE	\$38,554.01
	Invoice	Date	Description		Amount
	05345979	12/13/2024	Federal taxes & Medicare PPE 12/7/24 & employee final		\$38,554.01
			1001 - Payroll Payables		
1848	12/16/2024			STATE DISBURSEMENT UNIT	\$1,469.06
	Invoice	Date	Description		Amount
	50692119	12/13/2024	Employee garnishments PPE 12/7/24		\$1,469.06
			1001 - Payroll Payables		
1849	12/16/2024			VOYA FINANCIAL	\$9,395.89
	Invoice	Date	Description		Amount
	VOYA121324	12/13/2024	Employee 457 contributions PPE 12/7/24		\$9,395.89
			1001 - Payroll Payables		
1850	12/19/2024			WELLS FARGO BANK	\$3,970.96
	Invoice	Date	Description		Amount
	WF120324	12/03/2024	November credit card charges		\$3,970.96
1851	12/19/2024			SANTA CRUZ COUNTY BANK	\$10,328.17
	Invoice	Date	Description		Amount
	SCCB113024	11/30/2024	November credit card charges		\$10,328.17
Type EFT Totals:					\$141,125.09
Checks			79		\$600,399.06
EFTs			7		\$141,125.09
All			86		\$741,524.15
Payroll Totals					
Checks			0		\$0.00
EFTs			0		\$0.00
All			0		\$0.00
Grand Totals:					
Checks			79		\$600,399.06
EFTs			7		\$141,125.09
All			86		\$741,524.15

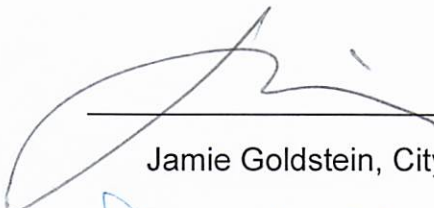
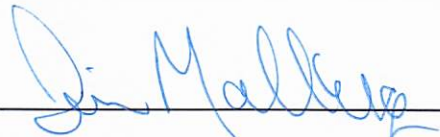
City main account checks dated January 3, 2025, numbered 108104 to 108130 totaling \$96,959.49, and 6 EFTs totaling \$217,105.16 for a grand total of \$741,524.15, have been reviewed and authorized for distribution by the City Manager.

As of January 3, 2025, the unaudited cash balance is \$2,181,533.55.

CASH POSITION - CITY OF CAPITOLA
January 3, 2025

	<u>1/3/2025</u>
General Fund ⁽¹⁾	\$ (4,075,244.38)
Payroll Payables	\$ 4,436.77
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	\$ 45,377.33
Stores Fund	\$ 51,254.06
Information Technology Fund	\$ 430,757.23
Equipment Replacement	\$ 364,433.31
Self-Insurance Liability Fund	\$ (444,299.09)
Workers' Comp. Ins. Fund	\$ (183,907.71)
Compensated Absences Fund	\$ 555,886.06
TOTAL AVAILABLE GENERAL FUNDS	<u><u>\$ 2,181,533.55</u></u>

(1) January 3rd balance includes \$4.29 million non-current investments

 <hr/> Jamie Goldstein, City Manager	1/9/25 <hr/> Date
 <hr/> Jim Malberg, City Treasurer	1/3/25 <hr/> Date

City of Capitola
City Checks Issued January 3, 2025

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108104	01/03/2025			ADVOCACY INC.	\$5,000.00
	Invoice	Date	Description		Amount
	CG010125	01/01/2025	Community Grant		\$5,000.00
108105	01/03/2025			AFLAC	\$1,832.02
	Invoice	Date	Description		Amount
	463623	12/27/2024	December supplemental insurance		\$1,832.02
			1001 - Payroll Payables		
108106	01/03/2025			ARTS COUNCIL OF SANTA CRUZ COUNTY	\$1,250.00
	Invoice	Date	Description		Amount
	CG010125	01/01/2025	Community Grant		\$1,250.00
108107	01/03/2025			BENEFIT COORDINATORS CORP.	\$5,996.50
	Invoice	Date	Description		Amount
	B0G6MR	12/27/2024	December dental & vision insurance		\$5,996.50
			1001 - Payroll Payables		
108108	01/03/2025			BIG BROTHERS BIG SISTERS OF SC COUNTY	\$3,750.00
	Invoice	Date	Description		Amount
	CG010125	01/01/2025	Community Grant		\$3,750.00
			1305 - Restricted TOT		
108109	01/03/2025			BOYS AND GIRLS CLUBS OF SANTA CRUZ COUNTY	\$3,750.00
	Invoice	Date	Description		Amount
	CG010125	01/01/2025	Community Grant		\$3,750.00
			1305 - Restricted TOT		
108110	01/03/2025			CABRILLO COLLEGE STROKE CENTER	\$5,000.00
	Invoice	Date	Description		Amount
	CG010125	01/01/2025	Community Grant		\$5,000.00
108111	01/03/2025			CAPITOLA PEACE OFFICERS ASSOCIATION	\$972.00
	Invoice	Date	Description		Amount
	POA122724	12/27/2024	POA & gym dues PPE 12/21/24		\$972.00
			1001 - Payroll Payables		
108112	01/03/2025			CASA OF SANTA CRUZ COUNTY	\$3,750.00
	Invoice	Date	Description		Amount
	CG010125	01/01/2025	Community Grant		\$3,750.00
			1305 - Restricted TOT		
108113	01/03/2025			COMMUNITY ACTION BOARD	\$5,000.00
	Invoice	Date	Description		Amount
	CG010125	01/01/2025	Community Grant		\$5,000.00

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction
108114	01/03/2025			HOSPICE of SANTA CRUZ COUNTY	\$1,500.00
	Invoice	Date	Description		Amount
	CG010125	01/01/2025	Community Grant		\$1,500.00
108115	01/03/2025			LIUNA PENSION FUND	\$1,164.80
	Invoice	Date	Description		Amount
	FW4279	12/27/2024	LIUNA pension dues - December 1001 - Payroll Payables		\$1,164.80
108116	01/03/2025			MID COUNTY SENIOR CENTER	\$3,750.00
	Invoice	Date	Description		Amount
	CG010125	01/01/2025	Community Grant		\$3,750.00
108117	01/03/2025			MONARCH SERVICES	\$3,750.00
	Invoice	Date	Description		Amount
	CG010125	01/01/2025	Community Grant		\$3,750.00
108118	01/03/2025			MONTEREY BAY NATIONAL MARINE SANCTUARY	\$6,250.00
	Invoice	Date	Description		Amount
	CG010125	01/01/2025	Community Grant		\$2,500.00
	CG010125-2	01/01/2025	Community Grant		\$3,750.00
			1000 - General Fund	\$2,500.00	
			1305 - Restricted TOT	\$3,750.00	
108119	01/03/2025			NAMI SANTA CRUZ COUNTY	\$6,000.00
	Invoice	Date	Description		Amount
	CG010125	01/01/2025	Community Grant		\$6,000.00
108120	01/03/2025			O'NEILL SEA ODYSSEY	\$5,000.00
	Invoice	Date	Description		Amount
	CG010125	01/01/2025	Community Grant		\$5,000.00
			1305 - Restricted TOT		
108121	01/03/2025			PARENTS CENTER OF SANTA CRUZ	\$3,750.00
	Invoice	Date	Description		Amount
	CG010125	01/01/2025	Community Grant		\$3,750.00
108122	01/03/2025			SANTA CRUZ CHILDRENS MUSEUM OF DISCOVERY	\$6,250.00
	Invoice	Date	Description		Amount
	CG010125	01/01/2025	Community Grant		\$6,250.00
			1305 - Restricted TOT		
108123	01/03/2025			SENIOR NETWORK SERVICES INC.	\$3,750.00
	Invoice	Date	Description		Amount
	CG010125	01/01/2025	Community Grant		\$3,750.00

Item 7 B.

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Tran	Amount
108124	01/03/2025			SENIORS COUNCIL OF SC COUNTY	Item 7 B.	\$5,000.00
	Invoice	Date	Description			Amount
	CG010125	01/01/2025	Community Grant			\$5,000.00
108125	01/03/2025			THE DIVERSITY CENTER		\$3,750.00
	Invoice	Date	Description			Amount
	CG010125	01/01/2025	Community Grant 1305 - Restricted TOT			\$3,750.00
108126	01/03/2025			UNITED WAY OF SANTA CRUZ COUNTY		\$20.00
	Invoice	Date	Description			Amount
	UW122724	12/27/2024	December United Way contributions 1001 - Payroll Payables			\$20.00
108127	01/03/2025			UNITED WAY OF SANTA CRUZ COUNTY		\$3,750.00
	Invoice	Date	Description			Amount
	CG010125	01/01/2025	Community Grant			\$3,750.00
108128	01/03/2025			US BANK PARS Acct 6746022400		\$724.17
	Invoice	Date	Description			Amount
	PARS122724	12/27/2024	PARS contributions PPE 12/21/24 1001 - Payroll Payables			\$724.17
108129	01/03/2025			VISTA CENTER FOR THE BLIND		\$2,500.00
	Invoice	Date	Description			Amount
	CG010125	01/01/2025	Community Grant			\$2,500.00
108130	01/03/2025			VOLUNTEER CENTERS OF SC COUNTY		\$3,750.00
	Invoice	Date	Description			Amount
	CG010125	01/01/2025	Community Grant			\$3,750.00
Check Totals:						\$96,959.49
EFT						
1852	01/02/2025			CalPERS Health Insurance		\$85,996.63
	Invoice	Date	Description			Amount
	1002807198	12/27/2024	January health insurance			\$85,996.63
			1000 - General Fund		\$4,360.27	
			1001 - Payroll Payables		\$81,636.36	
1853	12/30/2024			CalPERS Member Services Division		\$65,057.37
	Invoice	Date	Description			Amount
	1002807152-5	12/27/2024	PERS contributions PPE 12/21/24			\$65,057.37
			1000 - General Fund		\$0.04	
			1001 - Payroll Payables		\$65,057.33	

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction
1854	12/30/2024			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$13,260.68
	Invoice	Date	Description		Amount
	1-946-983-056	12/27/2024	State tax PPE 12/21/24 1001 - Payroll Payables		\$13,260.68
1855	12/30/2024			INTERNAL REVENUE SERVICE	\$42,052.42
	Invoice	Date	Description		Amount
	71878798	12/27/2024	Federal taxes & Medicare PPE 12/21/24 1001 - Payroll Payables		\$42,052.42
1856	12/30/2024			STATE DISBURSEMENT UNIT	\$1,469.06
	Invoice	Date	Description		Amount
	50842110	12/27/2024	Employee garnishments PPE 12/21/24 1001 - Payroll Payables		\$1,469.06
1857	12/30/2024			VOYA FINANCIAL	\$9,269.00
	Invoice	Date	Description		Amount
	VOYA122724	12/27/2024	Employee 457 contributions PPE 12/21/24 1001 - Payroll Payables		\$9,269.00
EFT Totals:					\$217,105.16
Checks				27	\$96,959.49
EFTs				6	\$217,105.16
All				33	\$314,064.65
Payroll Totals					
Checks				0	\$0.00
EFTs				100	\$205,898.55
All				100	\$205,898.55
Grand Totals:					
Checks				27	\$96,959.49
EFTs				106	\$423,003.71
All				133	\$519,963.20

Item 7 B.

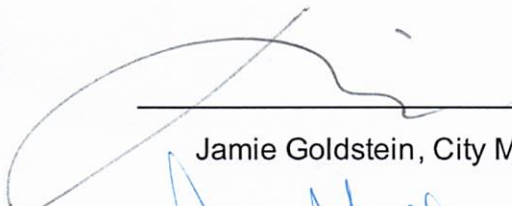
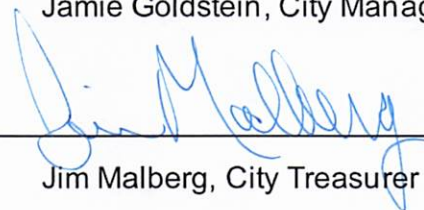
City main account checks dated January 10, 2025, numbered 108131 to 108209 totaling \$164,437.92, 2 payroll checks totaling \$562.62, and 100 payroll EFTs totaling \$219,186.86 for a grand total of \$384,187.40, have been reviewed and authorized for distribution by the City Manager.

As of January 10, 2025, the unaudited cash balance is \$1,927,622.98.

**CASH POSITION - CITY OF CAPITOLA
January 10, 2025**

	<u>1/10/2025</u>
General Fund ⁽¹⁾	\$ (4,833,848.56)
Payroll Payables	\$ 184,514.02
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	\$ 21,910.58
Stores Fund	\$ 55,025.43
Information Technology Fund	\$ 469,641.23
Equipment Replacement	\$ 378,966.55
Self-Insurance Liability Fund	\$ (254,290.09)
Workers' Comp. Ins. Fund	\$ (83,022.21)
Compensated Absences Fund	\$ 555,886.06
TOTAL AVAILABLE GENERAL FUNDS	<u><u>\$ 1,927,622.98</u></u>

(1) January 10th balance includes \$4.64 million non-current investments

 <hr/> Jamie Goldstein, City Manager	1/14/25 <hr/> Date
 <hr/> Jim Malberg, City Treasurer	1/10/25 <hr/> Date

City Checks Issued January 10, 2025

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108131	01/10/2025			ADT SECURITY SERVICES INC.	\$226.73
	Invoice	Date	Description		Amount
	ADT122924	12/29/2024	Corp. yard & museum ADT monitoring		\$226.73
108132	01/10/2025			ALBERTO GONZALEZ	\$362.73
	Invoice	Date	Description		Amount
	AG010825	01/08/2025	Drone Training Reimbursement 1300 - SLESF - Supl Law Enfc		\$362.73
108133	01/10/2025			ALLIED UNIVERSAL	\$2,091.39
	Invoice	Date	Description		Amount
	16485891	01/02/2025	January 2025 Jade Street Park Patrol		\$697.13
	16485901	01/02/2025	January 2025 McGregor Skate Park Patrol		\$697.13
	16485902	01/02/2025	January 2025 Esplanade Park Patrol		\$697.13
108134	01/10/2025			ALLSAFE LOCK COMPANY	\$109.42
	Invoice	Date	Description		Amount
	012905	12/13/2024	Keys (15)		\$40.57
	012912	12/19/2024	Keys (16), tags (10)		\$49.76
	012913	12/19/2024	Keys (5)		\$13.64
	012924	01/03/2025	2 Keys		\$5.45
108135	01/10/2025			AMAZON CAPITAL SERVICES	\$357.07
	Invoice	Date	Description		Amount
	1FXY-6WCN-D7T9	12/24/2024	Credit memo		(\$15.14)
	1PHV-JRYM-1H7Q	01/02/2025	Battery jumper starter		\$188.28
	1VRX-XYHD-4VJV	12/30/2024	Frame		\$17.42
	19N6-FX36-CTRR	01/03/2025	American Flag		\$20.59
	167Y-VHVQ-VPD4	12/27/2024	USB Hub		\$42.38
	1J9R-FV3F-FQTJ	12/13/2024	Credit Memo for 1DV7-FKDV-CYG3		(\$41.40)
	11PC-T1VJ-4TXR	12/16/2024	Credit Memo for 1J96-QMMG-HT1R		(\$21.79)
	1NMW-TJLY-RNQK	12/18/2024	Afterschool supplies		\$47.32
	1YTC-6VCQ-M7HP	12/17/2024	Afterschool supplies		\$119.41
			1000 - General Fund		\$372.21
			2210 - ISF - Stores Fund		(\$15.14)
108136	01/10/2025			AXCIENT	\$140.00
	Invoice	Date	Description		Amount
	FY24INEFI190454	12/31/2024	December AppAssure storage 2211 - ISF - Information Technology		\$140.00
108137	01/10/2025			B & B SMALL ENGINE REPAIR	\$815.39
	Invoice	Date	Description		Amount
	37279	12/19/2024	Ear Protectors, Cordless sprayer, motomix, mesh		\$661.01
	38379	01/07/2025	Ear protectors		\$154.38

City Checks Issued January 10, 2025

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108138	01/10/2025			BERRY, DUNN, McNEIL & PARKER LLC	\$10,847.71
	Invoice	Date	Description		Amount
	455138	12/19/2024	Project Planning & Management Services		\$10,847.71
108139	01/10/2025			BURKE WILLIAMS AND SORENSEN LLP	\$2,200.67
	Invoice	Date	Description		Amount
	334118	12/23/2024	November Public Works Legal Services		\$88.50
	334120	12/23/2024	November Public Records Act Requests Legal Services		\$1,042.00
	334117	12/23/2024	November Police Legal Services		\$1,070.17
108140	01/10/2025			CALE AMERICA INC.	\$2,114.51
	Invoice	Date	Description		Amount
	183640	12/27/2024	December 2024 Active Meters		\$2,114.51
108141	01/10/2025			CAROLYN FLYNN	\$960.00
	Invoice	Date	Description		Amount
	CBF-12-2024	12/18/2024	Affordable Housing Program Management 5552 - Cap Hsg Succ- Program Income		\$960.00
108142	01/10/2025			CINTAS CORPORATION	\$123.02
	Invoice	Date	Description		Amount
	5247656104	01/06/2025	First Aid Replenishment		\$123.02
108143	01/10/2025			CLEAN BUILDING MAINTENANCE CO.	\$4,425.00
	Invoice	Date	Description		Amount
	35860	12/31/2024	December janitorial services		\$4,425.00
108144	01/10/2025			COMMUNICATION SERVICE CORPORATION	\$15,441.01
	Invoice	Date	Description		Amount
	222802	12/19/2024	Corp yard cameras 2211 - ISF - Information Technology		\$15,441.01
108145	01/10/2025			COMMUNITY TELEVISION OF SANTA CRUZ COUNTY	\$1,189.50
	Invoice	Date	Description		Amount
	3530	12/19/2024	Planning Commision and City Council meeting footage		\$1,189.50
108146	01/10/2025			CSG Consultants Inc.	\$8,309.00
	Invoice	Date	Description		Amount
	B241934	11/01/2024	October Building Plan Review Services		\$8,309.00
108147	01/10/2025			D & G SANITATION	\$501.78
	Invoice	Date	Description		Amount
	310879	12/31/2024	Skate park hand wash station, portable toilets		\$501.78

City Checks Issued January 10, 2025

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108148	01/10/2025			Division of the State Architect	\$171.60
	Invoice	Date	Description		Amount
	DSA123124	12/31/2024	October - December disability education & access fees		\$171.60
108149	01/10/2025			DRONESENSE, INC.	\$2,600.00
	Invoice	Date	Description		Amount
	2023-14896	12/23/2024	Drone Program Subscription		\$2,600.00
			1300 - SLESF - Supl Law Enfc		
108150	01/10/2025			DUDEK	\$1,857.50
	Invoice	Date	Description		Amount
	202410778	12/17/2024	#24-0311 723 El Salto Dr Project Services		\$1,857.50
108151	01/10/2025			EWING IRRIGATION	\$1,116.15
	Invoice	Date	Description		Amount
	24439868	12/11/2024	Weed & feed (10)		\$724.90
	24425542	12/10/2024	Water nozzle, staples		\$73.95
	24346911	12/05/2024	Trash cans, top soil, coupling, nozzle, elbow, nipple tubes		\$215.84
	24303793	12/02/2024	PVC elbow, nipple tubes		\$24.22
	24480818	12/16/2024	Roundup		\$77.24
108152	01/10/2025			EXCEEDIO	\$9,754.82
	Invoice	Date	Description		Amount
	16560	01/01/2025	January IT services		\$9,325.64
	16561	01/01/2025	IT assets at Jade Temp Location		\$304.11
	16651	12/28/2024	DUO Licensing		\$125.07
			2211 - ISF - Information Technology		
108153	01/10/2025			FAMILY SERVICE AGENCY OF THE CENTRAL COAST	\$3,750.00
	Invoice	Date	Description		Amount
	CG010125	01/01/2025	Community Grant		\$3,750.00
108154	01/10/2025			FIRST ALARM	\$293.31
	Invoice	Date	Description		Amount
	861630	12/15/2024	Evidence Building Monitoring Service for 1/1/25 - 3/31/25		\$293.31
108155	01/10/2025			FLYERS ENERGY LLC	\$2,149.24
	Invoice	Date	Description		Amount
	24-253987	12/19/2024	408 gallons gasoline		\$1,723.29
	24-253985	12/19/2024	95 Gallons diesel		\$425.95
108156	01/10/2025			FOLGER GRAPHICS INC.	\$5,655.69
	Invoice	Date	Description		Amount
	142187	12/12/2024	Recreation Guide		\$5,655.69

City of Capitola

City Checks Issued January 10, 2025

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108157	01/10/2025			GALLS LLC	\$198.57
	Invoice	Date	Description		Amount
	029898264	12/11/2024	Nametags		\$20.59
	029809223	12/03/2024	Name Plate		\$9.43
	029915927	12/13/2024	Name Plate		\$14.53
	029937722	12/16/2024	Defense Technology Foam		\$130.11
	029936659	12/16/2024	Baton Holder		\$23.91
108158	01/10/2025			GARDAWORLD	\$432.31
	Invoice	Date	Description		Amount
	10804690	01/01/2025	January 2025 Armored Transportation Service		\$432.31
108159	01/10/2025			GEORGE McMENAMIN	\$2,055.00
	Invoice	Date	Description		Amount
	GM010625	01/06/2025	Riparian restoration services FY2024-2025		\$2,055.00
108160	01/10/2025			HINDERLITER DELLAMAS AND ASSOCIATES	\$2,608.03
	Invoice	Date	Description		Amount
	SIN045983	12/30/2024	District Sales tax auditing services Q2 60113		\$600.00
	SIN046016	12/30/2024	District Sales tax auditing services Q2 60334		\$600.00
	SIN045658	11/30/2024	November TOT and STR admin fees		\$1,408.03
108161	01/10/2025			HOME DEPOT CREDIT SERVICES	\$1,335.44
	Invoice	Date	Description		Amount
	8510260	12/24/2024	Impact wrench, 6-cir terminal block, 8-cir terminal block		\$241.79
	5611446	12/17/2024	Shop light		\$63.48
	6516231	12/16/2024	Super glue, epoxy syringe, spray adhesive		\$28.95
	2517244	12/20/2024	Turtle wax, terminal blocks, solder, butane fuel		\$89.27
	3523541	11/19/2024	Screws, screwdriver set, bit set		\$70.61
	9510032	12/23/2024	Glow fish tape, staples, switch/outlet box		\$75.45
	5516422	12/17/2024	Plier, wrench set, 40g tote (4)		\$146.58
	8060446	01/03/2025	Gloves, bucket, charger, USB cable, tarp		\$96.11
	3621883	12/19/2024	Door handle		\$43.77
	9511834	01/02/2025	Outlets, drywall bucket scoop, taping knife		\$42.53
	1611662	11/21/2024	Outdoor light bulbs (7)		\$194.24
	4632450	11/18/2024	Wire stripper/cutters (2), twisters		\$77.65
	7621145	11/25/2024	Wall plates (4)		\$39.00
	9522241	01/02/2025	Rubber strap, wire, push pins, lumber, sand		\$126.01
108162	01/10/2025			HYDROSCIENCE ENGINEERS INC.	\$2,607.50
	Invoice	Date	Description		Amount
	331021002	12/02/2024	#2015-029 2091 Wharf Rd Project Services		\$2,607.50

City Checks Issued January 10, 2025

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108163	01/10/2025			IN-SITU Inc.	\$480.00
	Invoice	Date	Description		Amount
	HV28203	01/01/2025	Enterprise Cellular		\$480.00
108164	01/10/2025			JOHNSON ROBERTS & ASSOCIATES INC.	\$78.00
	Invoice	Date	Description		Amount
	155126	12/16/2024	Police Officer Candidate PHQ Reports		\$78.00
108165	01/10/2025			KBA Document Solutions LLC	\$9.93
	Invoice	Date	Description		Amount
	55Y1504605	01/02/2025	City Hall copier usage charges		\$9.93
			2211 - ISF - Information Technology		
108166	01/10/2025			LABORMAX STAFFING	\$7,781.54
	Invoice	Date	Description		Amount
	26-422785	12/20/2024	Public works seasonal labor 12/16 - 12/20		\$2,786.40
	26-423852	12/27/2024	Public works seasonal labor 12/23 - 12/27		\$2,803.40
	26-424698	01/03/2025	Public works seasonal labor 12/30 - 1/3		\$2,191.74
108167	01/10/2025			LAURA ALIOTO	\$708.75
	Invoice	Date	Description		Amount
	LA010725	01/07/2025	Instructor payment		\$708.75
108168	01/10/2025			LEHR AUTO ELECTRIC & EMERGENCY EQUIPMENT	\$2,086.66
	Invoice	Date	Description		Amount
	SI112362	11/26/2024	Patrol Vehicle Parts		\$341.13
	SI113496	12/30/2024	Patrol Vehicle Parts		\$1,716.76
	SI112304	11/25/2024	Havis Face Plate		\$28.77
			1000 - General Fund		\$369.90
			2212 - ISF - Equipment Replacement		\$1,716.76
108169	01/10/2025			LEWIS TREE SERVICE INC.	\$2,000.00
	Invoice	Date	Description		Amount
	918845167	08/26/2024	Tree removal		\$2,000.00
108170	01/10/2025			LINDE GAS & EQUIPMENT INC.	\$191.90
	Invoice	Date	Description		Amount
	47051462	12/22/2024	Acetylene rental		\$191.90
108171	01/10/2025			LLOYD'S TIRE AND AUTO	\$429.06
	Invoice	Date	Description		Amount
	22810	12/31/2024	tires and installation service		\$429.06

City Checks Issued January 10, 2025

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108172	01/10/2025			MBS BUSINESS SYSTEMS	\$953.85
	Invoice	Date	Description		Amount
	483462	12/23/2024	PD copier usage charges		\$953.85
108173	01/10/2025			MID COUNTY AUTO SUPPLY	\$991.70
	Invoice	Date	Description		Amount
	M-2826576	12/30/2024	Serpentine belt, alternator		\$648.10
	M-2831661	01/06/2025	Prius Battery		\$343.60
108174	01/10/2025			MISSION LINEN SUPPLY	\$429.28
	Invoice	Date	Description		Amount
	523003101	12/25/2024	Fleet towels, uniform cleaning		\$42.33
	523003102	12/25/2024	Corp. Yard linen service		\$144.51
	523040294	01/01/2025	Corp. Yard linen service		\$122.19
	523040293	01/01/2025	Fleet towels, uniform cleaning		\$42.92
	522981434	12/23/2024	Community Center mop and mat service		\$77.33
108175	01/10/2025			MOFFATT AND NICHOL	\$799.25
	Invoice	Date	Description		Amount
	00795231	01/02/2025	Wharf design services through 12/28/2024		\$799.25
			1200 - Capital Improvement Fund		
108176	01/10/2025			MONTEREY BAY AIR RESOURCES DISTRICT	\$462.00
	Invoice	Date	Description		Amount
	2012-122724	12/27/2024	Corp. yard gasoline dispenser permit #15554		\$462.00
108177	01/10/2025			NORTH BAY FORD	\$477.69
	Invoice	Date	Description		Amount
	294469	12/18/2024	Valve assembly		\$43.90
	294530	12/26/2024	Brake lining kit, rotor assembly		\$433.79
108178	01/10/2025			O'REILLY AUTO PARTS	\$390.24
	Invoice	Date	Description		Amount
	2763-488538	12/31/2024	Carb kit		\$24.33
	2763-485215	12/16/2024	MAF sensor, carb kit		\$138.55
	2763-485685	12/18/2024	Battery		\$129.12
	2763-484586	12/13/2024	Power steering hose, AFR sensor		\$98.24

City Checks Issued January 10, 2025

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108179	01/10/2025			OUTDOOR SUPPLY HARDWARE	\$662.04
	Invoice	Date	Description		Amount
	A50751	12/16/2024	Bulk fasteners, ziplock storage bags		\$34.01
	A52248	12/19/2024	Spray paint, Rustoleum, primer		\$30.84
	A51519	12/18/2024	Gorilla glue epoxy		\$37.89
	656108166	12/25/2024	Finance charge		\$10.00
	A30566	11/07/2024	Impact driver bit set, rustoleum		\$78.79
	A32970	11/12/2024	Bulk fastener, putty knife, drop cloths		\$25.57
	A39502	11/25/2024	Test cap, test plug		\$20.69
	A40430	11/27/2024	Pail lid, timber oil, epoxy, putty knife		\$108.43
	A43436	12/03/2024	Extension cord		\$41.18
	A48489	12/12/2024	Stencil kit, crimping tool, tape measure, bulk fastener		\$56.56
	A49279	12/14/2024	Scoop shovel		\$61.03
	A54979	12/24/2024	Key bland		\$43.49
	A37176	11/20/2024	Magnetic key holder		\$5.77
	A37509	11/21/2024	Field striping		\$107.79
		1000 - General Fund		\$618.55	
		1311 - Wharf		\$43.49	
108180	01/10/2025			PHOENIX GROUP INFORMATION SYSTEMS	\$4,464.06
	Invoice	Date	Description		Amount
	2025-00000557	12/16/2024	November 2024 Citation Processing		\$4,464.06
108181	01/10/2025			PITNEY BOWES	\$2,369.53
	Invoice	Date	Description		Amount
	PB121924	12/19/2024	City Hall postage machine refill		\$2,369.53
		2210 - ISF - Stores Fund			
108182	01/10/2025			ROYAL WHOLESALE ELECTRIC	\$42.49
	Invoice	Date	Description		Amount
	7719-1046578	12/23/2024	Angled flex box		\$42.49
108183	01/10/2025			RRM DESIGN GROUP	\$232.00
	Invoice	Date	Description		Amount
	2757-01-1124	12/19/2024	November Capitola Housing Element Update Services		\$232.00
		1313 - General Plan Update and Maint			

City Checks Issued January 10, 2025

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108184	01/10/2025			SANTA CRUZ BACKFLOW TESTING & REPAIR	\$1,452.00
	Invoice	Date	Description		Amount
	121824G	12/18/2024	Annual backflow test - -41st Islands		\$1,452.00
108185	01/10/2025			SANTA CRUZ COUNTY LAW ENFORCEMENT CHIEFS ASSOC.	\$50.00
	Invoice	Date	Description		Amount
	SCCLECA121824	12/18/2024	2025 Membership Dues		\$50.00
108186	01/10/2025			SANTA CRUZ LIVE SCAN INC.	\$270.00
	Invoice	Date	Description		Amount
	25379	01/01/2025	New hire live scans		\$210.00
	25381	01/01/2025	Police Officer Candidate Live Scan		\$60.00
108187	01/10/2025			SANTA CRUZ MUNICIPAL UTILITIES	\$345.22
	Invoice	Date	Description		Amount
	SCMU120624	12/06/2024	November water service for medians		\$345.22
108188	01/10/2025			SENTINEL PRINTERS INC.	\$976.78
	Invoice	Date	Description		Amount
	310013	07/03/2024	Notice of Correction Forms		\$976.78
108189	01/10/2025			SOQUEL CREEK WATER DISTRICT	\$986.50
	Invoice	Date	Description		Amount
	13-10919-0123024	12/30/2024	13-10919-00 2000 Wharf Road water service		\$80.44
	34-18508-0123024	12/30/2024	34-18508-00 1510 McGregor Drive water service		\$329.27
	10-16317-0122324	12/23/2024	10-16317-00 420 Capitola Ave. water		\$306.16
	10-16315-0122324	12/23/2024	10-16315-00 504 Beulah Dr. water		\$83.08
	10-16316-0122324	12/23/2024	10-16316-00 426 Capitola Ave. water		\$187.55
108190	01/10/2025			SPECTRUM BUSINESS	\$4,601.71
	Invoice	Date	Description		Amount
	170005701122124	12/21/2024	January internet service		\$4,601.71
			1000 - General Fund		\$2,471.52
			2211 - ISF - Information Technology		\$2,130.19
108191	01/10/2025			SPORTS DESIGN, INC.	\$228.86
	Invoice	Date	Description		Amount
	27939	08/09/2024	Hats		\$166.44
	28117	09/23/2024	City of Capitola Jacket		\$62.42

City Checks Issued January 10, 2025

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108192	01/10/2025			STAPLES ADVANTAGE	\$239.79
	Invoice	Date	Description		Amount
	6019385557	12/14/2024	Copy paper		\$53.65
	6019179632	12/11/2024	Copy paper 11x17, blue paper, green cardstock		\$81.18
	6019708142	12/19/2024	Copy Paper and Post-Its		\$104.96
			1000 - General Fund		\$104.96
			2210 - ISF - Stores Fund		\$134.83
108193	01/10/2025			SZS CONSULTING GROUP	\$4,880.00
	Invoice	Date	Description		Amount
	14	01/06/2025	Review and Update of the ADA Self-Evaluation and Transition Pl:		\$4,880.00
			1200 - Capital Improvement Fund		
108194	01/10/2025			T MOBILE	\$336.00
	Invoice	Date	Description		Amount
	TM122024	12/20/2024	December cell phone usage - acct # 989440968		\$336.00
108195	01/10/2025			THE ED. JONES COMPANY	\$614.50
	Invoice	Date	Description		Amount
	56959	08/16/2024	K9 Police Badges		\$614.50
108196	01/10/2025			TPX COMMUNICATIONS	\$1,423.74
	Invoice	Date	Description		Amount
	183561070-0	12/23/2024	December phone service		\$1,423.74
			1000 - General Fund		\$783.69
			2211 - ISF - Information Technology		\$640.05
108197	01/10/2025			UNITED RENTALS (NORTH AMERICA) INC.	\$602.53
	Invoice	Date	Description		Amount
	242798316-001	12/30/2024	Generator rental - Lawn Way		\$602.53
108198	01/10/2025			UNITED WAY OF SANTA CRUZ COUNTY	\$1,300.00
	Invoice	Date	Description		Amount
	1221	12/31/2024	Youth Action Network Grant		\$1,300.00

City Checks Issued January 10, 2025

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108199	01/10/2025			UPS	\$39.36
	Invoice	Date	Description		Amount
	0000954791015	01/04/2025	Shipping Costs		\$39.36
108200	01/10/2025			US BANK	\$7,839.85
	Invoice	Date	Description		Amount
	15-103-225	01/01/2025	Pac Cove facility lease #CIEDB-BC15-103 A/C#253252000 1421 - Pac Cove Park		\$7,839.85
108201	01/10/2025			US BANK EQUIPMENT FINANCE	\$489.41
	Invoice	Date	Description		Amount
	545416463	12/25/2024	City Hall copier lease		\$174.40
	545670887	12/29/2024	City Hall copier lease 2210 - ISF - Stores Fund		\$315.01
108202	01/10/2025			VERDE DESIGN INC	\$17,787.50
	Invoice	Date	Description		Amount
	7-2300301	12/20/2024	Jade St Park - universally accessible playground design 1200 - Capital Improvement Fund		\$17,787.50
108203	01/10/2025			WESTERN EXTERMINATOR COMPANY	\$98.11
	Invoice	Date	Description		Amount
	72394230	01/03/2025	Turnouts rodent control		\$98.11
108204	01/10/2025			Bhuwania, Aditya	\$36.00
	Invoice	Date	Description		Amount
	AB122024	12/20/2024	Citation # 501127304		\$36.00
108205	01/10/2025			Britannia Arms Pub & Restaurant	\$2,500.00
	Invoice	Date	Description		Amount
	BA123124	12/31/2024	Outdoor Dining Deposit Refund		\$2,500.00
108206	01/10/2025			Castagnola Deli & Cafe	\$500.00
	Invoice	Date	Description		Amount
	CD123124	12/31/2024	Outdoor Dining Deposit Refund		\$500.00

City Checks Issued January 10, 2025

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
108207	01/10/2025			La Marea	\$500.00
	Invoice	Date	Description		Amount
	LM123124	12/31/2024	Outdoor Dining Deposit Refund		\$500.00
108208	01/10/2025			Paradise Beach Grill	\$2,500.00
	Invoice	Date	Description		Amount
	PBG123124	12/31/2024	Outdoor Dining Deposit Refund		\$2,500.00
108209	01/10/2025			PETER BLACKWELL	\$1,000.00
	Invoice	Date	Description		Amount
	PB010624	01/06/2025	Outdoor Dining Deposit Refund		\$1,000.00
Type Check Totals:					\$164,437.92
Checks			79		\$164,437.92
EFTs			0		\$0.00
All			79		\$164,437.92
Payroll Totals					
Checks			2		\$562.62
EFTs			100		\$219,186.86
All			102		\$0.00
Grand Totals:					
Checks			81		\$165,000.54
EFTs			100		\$219,186.86
All			181		\$384,187.40

Capitola City Council

Agenda Report

Meeting: January 30, 2025

From: Public Works Department

Subject: State Division of Boating and Waterways Grant Application for the Cliff Drive Resiliency Project



Recommended Action: Adopt a resolution authorizing the submittal of an application for the Shoreline Erosion Protection Grant from the State of California Department of Parks and Recreation, Division of Boating and Waterways.

Background: The Cliff Drive Resiliency Project addresses severe coastal erosion threatening a 60-foot bluff along Cliff Drive, which serves as a critical evacuation route and provides access for approximately 8,000 vehicles, cyclists, and pedestrians daily. In January 2023, heavy storms caused significant damage to this area, highlighting the need for immediate action to protect public safety and critical infrastructure.

On June 27, 2024, staff presented an overview of the Cliff Drive Resiliency Project to the City Council. The report detailed the importance of the roadway, outlined the extent of storm damage, and reviewed preliminary engineering studies. At that time, staff identified the “Protect and Adapt” alternative as the preferred approach, balancing safety, multimodal transportation, and long-term sustainability.

Key components include installing soil nails, shotcrete, and rock slope protection to fortify the bluff and protect against future erosion. Roadway improvements will enhance structural integrity while accommodating pedestrians and cyclists with upgraded facilities.

Discussion: In Fall 2024, staff was notified that the State of California Department of Parks and Recreation, Division of Boating and Waterways (DBW), was accepting applications for the Shoreline Erosion Control Grant Program for projects to be funded in Fiscal Year (FY) 2026-27.

Given the urgency of addressing the erosion issues at Cliff Drive, staff submitted a letter of intent to DBW in November 2024, formally requesting confirmation of eligibility for the grant. The letter outlined the project’s scope and its alignment with the goals of the DBW’s program. DBW has reviewed the letter of intent and confirmed that the Cliff Drive Resiliency Project is eligible for consideration, inviting the City to submit a formal application for funding.

Staff is working closely with CSW-ST2, the project consultant, to refine the project’s scope, develop detailed cost estimates, and prepare the necessary documents for the grant application. As part of the DBW application process, a resolution of support from the City Council is required, formally authorizing the submittal of the grant application.

The State of California will evaluate grant applications as part of the budget process for FY 2026/27, with final budget decisions expected in June 2026. Typically, grant agreements for approved projects are prepared several months after the budget is finalized.

Fiscal Impact: Adopting the proposed resolution has no immediate fiscal impact. However, it is important to note the estimated total cost for the construction phase of the Cliff Drive Resiliency Project is approximately \$16 million.

To date, the City has successfully secured funding from the Federal Highway Administration (FHWA) and the California Coastal Commission (CCC), which have covered environmental studies, permitting, and design costs. FHWA funding also includes an allocation of \$8.5 million for construction.

To move forward with construction, the City is requesting an additional \$6 million from DBW through the Shoreline Erosion Control Grant Program. This funding would support the construction phase, allowing the City to implement the necessary infrastructure improvements to protect Cliff Drive.

While this grant request represents a significant portion of the project's construction budget, staff continues to explore additional funding sources to close any remaining funding gaps. These sources may include other state and federal programs, local grants, and potential private partnerships. If DBW funding is not awarded or if additional grants do not materialize, staff will investigate options to reduce project costs while still achieving the project's key goals and objectives.

Attachments:

1. Resolution

Report Prepared By: Jessica Kahn, Public Works Director

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

Approved By: Jamie Goldstein, City Manager

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
AUTHORIZING SUBMITTAL OF A SHORELINE EROSION PROTECTION GRANT
APPLICATION TO THE STATE OF CALIFORNIA, DEPARTMENT OF PARKS AND
RECREATION, DIVISION OF BOATING AND WATERWAYS**

WHEREAS, the City of Capitola is committed to proactively managing its shoreline and coastal infrastructure to ensure public safety and protect critical assets; and

WHEREAS, coastal erosion along Cliff Drive presents an immediate threat to a 60-foot bluff that serves as a key evacuation route and provides access for approximately 8,000 vehicles, cyclists, and pedestrians daily; and

WHEREAS, severe storm events in January 2023 caused significant damage to this area, highlighting the urgent need for resilience and erosion protection to safeguard both public safety and critical infrastructure; and

WHEREAS, the City’s Cliff Drive Resiliency Project aims to address this threat by reinforcing the bluff with soil nails, shotcrete, and rock slope protection, alongside improvements to the roadway to enhance structural integrity and multimodal accessibility; and

WHEREAS, the State of California, Department of Parks and Recreation, Division of Boating and Waterways (DBW) offers competitive Shoreline Erosion Protection Grants for projects that protect critical infrastructure threatened by erosion; and

WHEREAS, the City has prepared a grant application for the DBW’s Shoreline Erosion Control Program to secure funding in the amount of \$6 million to support the construction of the Cliff Drive Resiliency Project; and

WHEREAS, a formal resolution of support from the City Council is a required component of the DBW grant application, authorizing the submission of the application for consideration; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Capitola hereby authorizes City staff to submit an application for a Shoreline Erosion Protection Grant to the State of California, Department of Parks and Recreation, Division of Boating and Waterways, in the amount of \$6 million to support the construction of the Cliff Drive Resiliency Project, and directs staff to take any necessary actions to secure the funding and move forward with the project.

I HEREBY CERTIFY that the foregoing Resolution was passed and adopted by the City Council of the City of Capitola on the 9th day of January 2025, by the following vote:

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

[Mayor], Mayor

ATTEST:

Julia Gautho, City Clerk

Capitola City Council

Agenda Report

Meeting: January 30, 2025

From: Community Services and Recreation Department

Subject: Park Reservation Permit Review



Recommended Action: Receive a six-month progress report on Administrative Policy V-21: Park Reservation Permit Use Policy.

Background: On March 28, 2024, the City Council adopted an ordinance repealing and replacing Capitola Municipal Code Chapter 12.40, Park Regulations, creating a process for the public to reserve areas of City parks for “non-expressive activity” exclusive use for small, personal events (such as birthday or graduation parties) as well as establishing a transparent structure for regulating activities in City parks. If the event requesting exclusive use of one of the City’s parks were considered “expressive activity,” it would instead be subject to the City’s special events permitting requirements.

At the May 23, 2024, meeting, City Council adopted Resolution No. 4374, approving Administrative Policy V-21, a Park Space Reservation Policy, and requested a review of the program after six months of operation. The City Council adopted Resolution No. 4382 approving fees related to the reservation of park spaces at a duly noticed public hearing held on June 13, 2024.

Discussion: The Park Reservation Permit Use Policy (“Park Reservation Policy”) provides the public with additional clarity on the spaces available for reservation, capacity for each reservable park space, and expectations about information that will be communicated to the public during the reservation process. The benefit of the Park Reservation Policy is that it allows staff to make administrative changes to the park reservation use permit process in response to the changing landscape of parks or unforeseeable issues without a formal amendment of the Municipal Code.

Since the development of the policy, the Community Services & Recreation Department processed a total of 151 Park Space Reservation Permits. A summary of space usage is below. None of the issued permits included Bounce House, Structures, or BBQ in addition to the reservation.

Park	# of Reservation Permits Issued
Monterey Park	1
Jade Street Park (Recurring Use)	143
Jade Street Park	7

The Park Reservation Permit Use Policy has been a successful program. The public has greatly appreciated a system for small group gatherings that they can plan for and rely on. To date, staff has only experienced one event that prompted a change to the review and approval of reservation permits. In that event, a member of the public reserved both halves of the Jade Street Park Soccer Field. Each of these spaces has a 74-person capacity; by reserving both of the spaces, the capacity of the group gathering hit the threshold for a Minor Special Event Permit. Staff contacted the permit holder and assisted them with obtaining the correct permit for the planned event. The ability to reserve both spaces has since been disabled within the reservation system.

Fiscal Impact: The six-month revenue for Park Reservation Permits is \$309.

Report Prepared By: Nikki Bryant, Community Services and Recreation Director

Reviewed By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager

Capitola City Council

Agenda Report

Meeting: January 30, 2025
From: Public Works Department
Subject: RFP for Climate Action Plan Updates



Recommended Action: Authorize staff to issue a Request for Proposals (RFP) to seek a consultant to update the City's Climate Action Plan.

Background: The City's Climate Action Plan (CAP) outlines a comprehensive program of reduction measures designed to decrease citywide greenhouse gas (GHG) emissions to meet Capitola's established GHG reduction targets. The City's current CAP was adopted on October 22, 2015, and was prepared by Placeworks, in collaboration with Green Lynx, LLC and City staff.

It is a best practice to routinely review the CAP to reflect current climate science and conduct greenhouse gas (GHG) emission inventories that capture all significant sources of GHG emissions. The City's last baseline community-wide GHG emissions inventory was completed in 2010, prepared by the Association of Monterey Bay Area Governments (AMBAG) (Attachment 1).

Capitola's Commission on the Environment (COE) provided detailed feedback on each sector of the current CAP and its associated measures during four meetings in 2023. Based on the COE's feedback, City staff compiled a list of recommended actions for updating the CAP, to inform the work of City Council, City staff, and the selected consultant conducting the CAP revisions (Attachment 2). Updating the CAP was identified as a City Council goal for FY 2024-25. During a regular meeting of the COE held in November 2024, the COE reviewed and approved the RFP for updating the CAP (Attachment 3).

Discussion: Regular reviews and updates of the CAP are identified under the "Implementation and Maintenance" measure of the current CAP. Action items under this measure include revisiting the CAP at least once every five years and conducting GHG emissions inventories as feasible.

The implementation schedule of the current CAP is 2020-2035; however, the plan requires revision to incorporate the latest climate science, sustainability practices, and the City's evolving sustainability objectives. Revising and updating the City's CAP will provide accurate metrics on the City's current GHG emissions and recommend actions that are consistent with the City's GHG reduction goals.

If approved, staff will publish the RFP with a deadline for submittals in March 2025. The RFP is included as Attachment 4.

Fiscal Impact: The adopted FY 2024-25 Budget has allocated funding to update the City's CAP. The Green Building Education Fund has \$50,000 available for this project.

Attachments:

1. [Climate Action Plan \(2015\)](#)
2. 2010 Baseline Community-wide GHG Emissions Inventory
3. COE CAP Feedback and Recommended Actions Table
4. RFP for Climate Action Plan Updates

Report Prepared By: Erika Senyk, Environmental Projects Manager

Reviewed By: Julia Gautho, City Clerk; Jessica Kahn, Public Works Director

Approved By: Jamie Goldstein, City Manager

City of Capitola

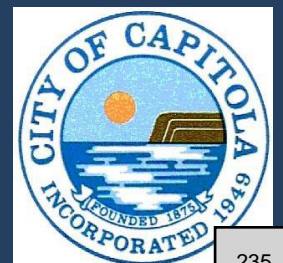
2010 Baseline Community-wide Greenhouse Gas Emissions Inventory



Prepared by: The Association of Monterey Bay Area Governments | Energy Watch

With Assistance from ICLEI - Local Governments for Sustainability USA and
Pacific Gas and Electric Company

Prepared for: The City of Capitola



Acknowledgements

City of Capitola

Jamie Goldstein, City Manager
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Katie Cattan, Senior Planner

Association of Monterey Bay Area Governments

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Elisabeth Russell, Special Projects Manager
Chris Sentieri, Special Projects Associate

Pacific Gas and Electric Company

Kerynn Gianotti, Senior Program Manager
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ICLEI-Local Governments for Sustainability USA

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Michael Steinhoff, Senior Climate Program Officer
Amruta Sudhalker, Climate Program Officer

DC&E | The Planning Center

Ben Noble, Associate Principal
Alexis Mena, Associate
Nicole Vermilion, Associate

This report was prepared by Chris Sentieri, Special Projects Associate at the Association of Monterey Bay Area Governments. The Association of Monterey Bay Area Governments Energy Watch team would like to thank the City of Capitola staff for providing much of the insight and local information necessary for the completion of this report.

October 2013

Table of Contents

Table of Contents	3
Tables and Figures	4
List of Figures	4
List of Tables.....	4
Executive Summary	5
Climate Change Background	7
Evidence of Human-Caused Climate Change.....	8
California Policy	8
ICLEI Climate Mitigation Program	9
Sustainability & Climate Change Mitigation Activities in Capitola	10
Inventory Methodology	11
Understanding a Greenhouse Gas Emissions Inventory	11
Quantifying Greenhouse Gas Emissions.....	12
Community-wide Emissions Inventory Results	14
Community Profile	14
Significantly Influenced Emissions Frame	14
Household Consumption Frame.....	18
Community Emissions Forecast.....	20
Conclusion	22
Appendix A: Community Inventory Details	23

Tables and Figures

List of Figures

ES 1	Community Emissions Sources Subject to Local Government Significant Influence
ES 2	Community Emissions Activities Subject to Local Government Significant Influence
1	Observed Changes in Global Temperature, Sea-level and Snow Cover
2	ICLEI Climate Mitigation Milestones
3	Relationship of Community and Government Operations Inventories
4	Significantly Influenced Emissions by Sector (MTCO ₂ e)
5	Significantly Influenced Emissions by Sector (Percentage of Total)
6	Significantly Influenced Source Emissions (MTCO ₂ e)
7	Significantly Influenced Activity Emissions (MTCO ₂ e)
8	Household Consumption Emissions for an Average Household in Capitola

List of Tables

ES 1	2010 Capitola Community-wide Baseline GHG Emissions Inventory Summary
1	Capitola Community Indicators
2	Significantly Influenced GHG Emissions by activity and source
3	Community-Wide GHG Emissions by Category
4	Total Household Consumption Emissions for Capitola
5	Indicators Used in Emissions Forecast
6	2035 and 2050 Business As Usual GHG Emissions Forecast
A-1	Summary of Included and Excluded Community Emissions
A-2	Community Inventory Calculation Method and Data Source Details

Executive Summary

The City of Capitola recognizes that greenhouse gas (GHG) emissions from human activity are catalyzing profound climate change, the consequences of which pose substantial risks to the future health, wellbeing, and prosperity of our community. Furthermore, Capitola has multiple opportunities to benefit by acting quickly to reduce community GHG emissions. These opportunities include: reducing energy and transportation costs for residents and businesses, creating green jobs, improving health of residents, making your community a more resilient and attractive place to live and locate a business.

Capitola has begun the climate action planning process, starting with inventorying emissions. This report provides estimates of greenhouse gas emissions resulting from activities in Capitola as a whole in 2010.

Table ES 1: 2010 Capitola Community-wide Baseline GHG Emissions Inventory Summary

Source/Activity	2010 Community-wide Baseline GHG Inventory
Electricity Consumption	12,776
Stationary Fuel Combustion	16,049
Transportation and Mobile Sources	57,123
Solid Waste Generation	1,476
Water Treatment and Distribution	667
TOTAL	88,091

There are a variety of emissions sources and activities included in the community-wide inventory. A subset of these, identified as local government significantly influenced emissions, are most policy relevant. Figure ES 1 shows significantly influenced emissions from in-boundary Sources, while Figure ES 2 shows the significantly influenced emissions Activities. As you can see, the largest contributor in this set is Transportation and Mobile Sources with 57,123 Metric Tons of Carbon Dioxide Equivalent (MTCO_{2e}) of emissions. The next largest contributors are Stationary Fuel Combustion (i.e. – Residential and Commercial/Industrial Natural Gas Consumption) with 16,049 MTCO_{2e} and Electricity Consumption with 12,776 MTCO_{2e}. Actions to reduce emissions in each of these sectors will be a key part of a climate action plan. Solid Waste Generation and Water Treatment and Distribution were responsible for the remainder of significantly influenced sources of emissions.

Figure ES 1: Community Emissions Sources Subject to Local Government Significant Influence

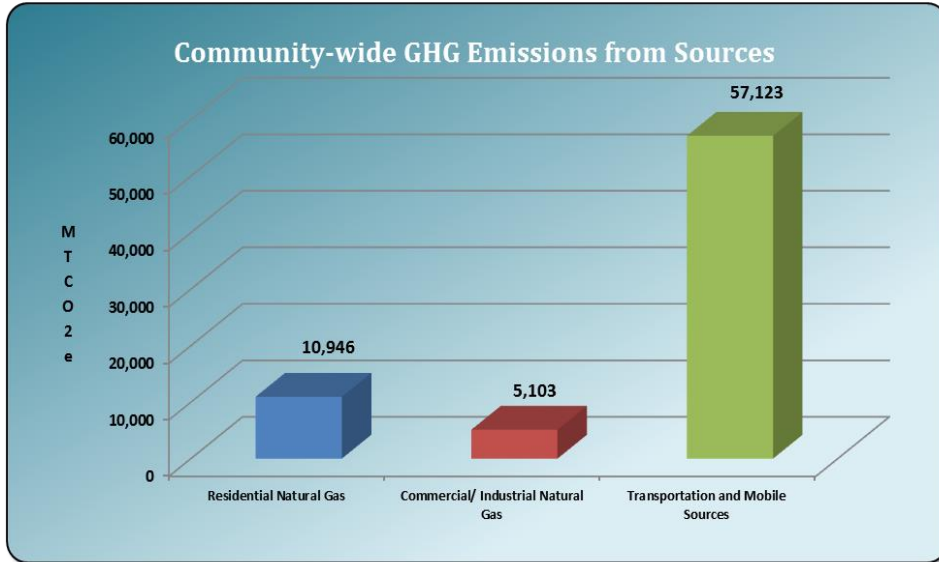
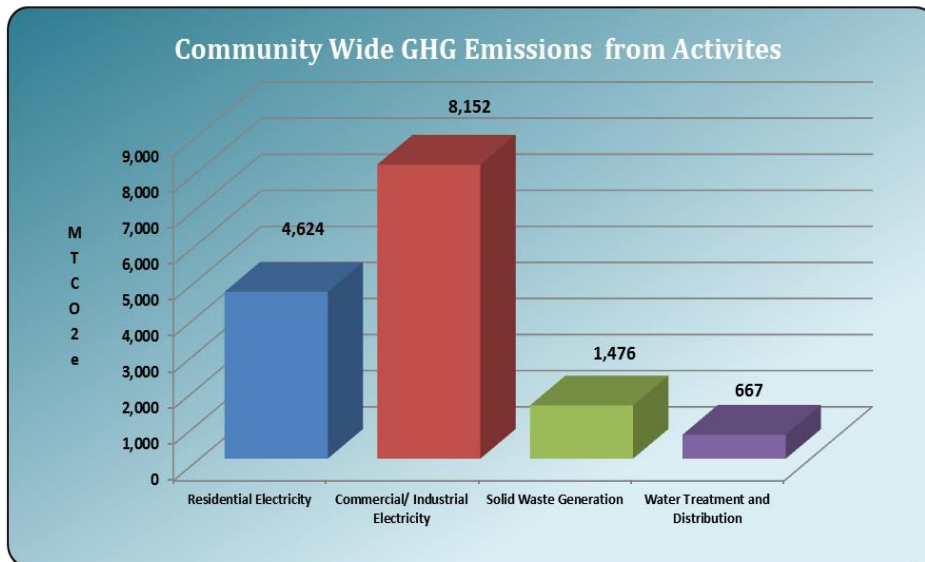


Figure ES 2: Community Emissions Activities Subject to Local Government Significant Influence



Climate Change Background

Naturally occurring gases dispersed in the atmosphere determine the Earth's climate by trapping solar radiation. This phenomenon is known as the greenhouse effect. Overwhelming evidence shows that human activities are increasing the concentration of greenhouse gases and changing the global climate. The most significant contributor is the burning of fossil fuels for transportation, home heating, electricity generation and other purposes, which introduces large amounts of carbon dioxide and other greenhouse gases into the atmosphere. Collectively, these gases intensify the natural greenhouse effect, causing global average surface and lower atmospheric temperatures to rise.

Capitola could be impacted by the effects of sea-level rise, changes in precipitation patterns, extreme weather events, increased wildfires, and other inclement effects of climate change. Current and expected impacts to Capitola

related to climate change are explained below. Other expected impacts in California include frequent and damaging storms accompanied by flooding and landslides, summer water shortages as a result of reduced snow pack, and the disruption of ecosystems, habitats, and agricultural activities.

Many communities in the United States have taken responsibility for addressing climate change at the local level. Reducing fossil fuel use in the community can have many benefits in addition to reducing greenhouse gas emissions. More efficient use of energy decreases utility and transportation costs for residents and businesses. Retrofitting homes and businesses to be more efficient creates local jobs. In addition, money not spent on energy is more likely to be spent a local businesses and add to the local economy. Reducing fossil fuel use improves air quality, and increasing opportunities for walking and bicycling improves residents' health.

Changes in temperature, sea level and Northern Hemisphere snow cover

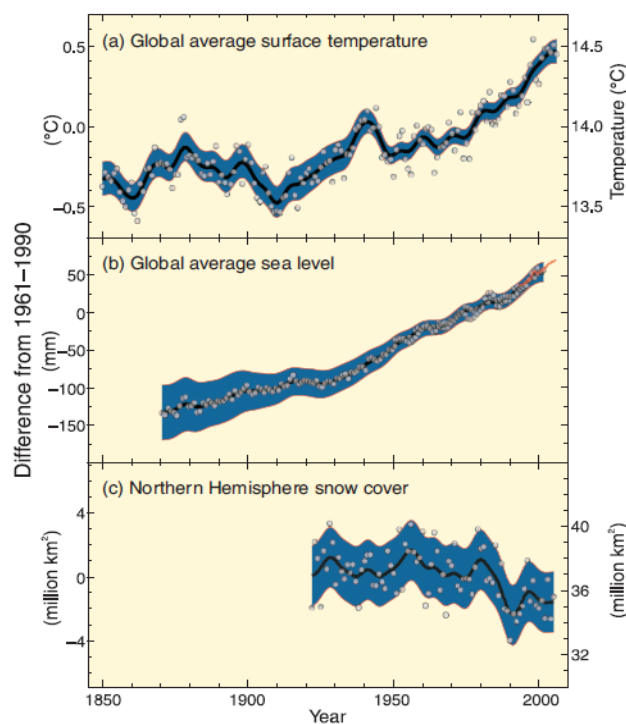


Figure 1: Observed changes in global temperature, sea level and snow cover

Evidence of Human-Caused Climate Change

There is overwhelming scientific consensus that the global climate is changing, and that human actions, primarily the burning of fossil fuels, are the main cause of those changes. The Intergovernmental Panel on Climate Change (IPCC) is the scientific body charged with bringing together the work of thousands of climate scientists. The IPCC's Fourth Assessment Report states that "warming of the climate system is unequivocal."¹ Furthermore, the report finds that "most of the observed increase in global average temperatures since the mid-20th century is *very likely* due to the observed increase in anthropogenic GHG concentrations."

2012 was the hottest year on record for the continental United States, with two dozen cities breaking or tying their all-time high temperature records.² Globally, the 12 years from 2001-2012 are among the 14 hottest on record, and 1998 was the only year in the 20th century hotter than 2012.³ 1976 was the last year with a below average global temperature. The steady uptick in average temperatures is significant and expected to continue if action is not taken to greatly reduce greenhouse gas emissions.

California Policy

California has a number of state level policies that serve as regulatory drivers for climate action planning at the local government level, which are described below.

Global Warming Solutions Act (AB32)

California passed the Global Warming Solutions Act (AB 32) in 2006, which charged the California Air Resources Board (CARB) with implementing a comprehensive statewide program to reduce greenhouse gas emissions. AB 32 established the following greenhouse gas emissions reduction targets for the state of California:

- 2000 levels by 2010
- 1990 levels by 2020

SB 375

SB 375 enhances California's ability to reach its AB 32 goals by promoting good planning with the goal of more sustainable communities. SB 375 requires CARB to develop regional greenhouse gas emission reduction targets for passenger vehicles. CARB is to establish targets for 2020 and 2035 for each region covered by one of the State's 18 metropolitan planning organizations (MPOs).

¹ IPCC, 2007: Climate Change 2007: Synthesis Report. Contribution of Working Groups I, II and III to the Fourth Assessment Report of the Intergovernmental Panel on Climate Change [Core Writing Team, Pachauri, R.K and Reisinger, A. (eds.)]. IPCC, Geneva, Switzerland, 104 pp.

² Burt, Christopher C. "2012 a Record Warm Year for Continental U.S"., January 2, 2013. <http://www.wunderground.com/blog/weatherhistorian/comment.html?entrynum=112>

³ NOAA: State of the Climate 2012 Summary. <http://www.ncdc.noaa.gov/sotc/>

Executive Order S-3-05

Executive Order S-3-05, issued by Governor Schwarzenegger, reinforces these goals and also sets a schedule for the reporting of both the measured impacts of climate change upon California's natural environment and the emissions reduction efforts undertaken by a myriad of state, regional, and local groups. Executive Order S-3-05 establishes an additional target of 80% below 1990 levels by 2050. Capitola's GHG emissions inventory is intended to enable the City to develop effective GHG reduction policies and programs to meet these targets and track emissions reduction progress.



Figure 2: ICLEI Climate Mitigation Milestones

California Environmental Quality Act (CEQA)

CEQA requires public agencies to evaluate the environmental impacts of discretionary development plans and projects in their jurisdictions. CEQA guidelines were updated in March 2010 to require analysis of climate change in CEQA documents. Many jurisdictions are finding that climate change impacts from local government activities are "significant" under CEQA, and are identifying emissions reductions targets and Climate Action Plans as mitigation measures to reduce climate change impacts to less-than-significant levels.

ICLEI Climate Mitigation Program

In response to the problem of climate change, many communities in the United States are taking responsibility for addressing emissions at the local level. Since many of the major sources of greenhouse gas emissions are directly or indirectly controlled through local policies, local governments have a strong role to play in reducing greenhouse gas emissions within their boundaries. Through proactive measures around land use patterns, transportation demand management, energy efficiency, green building, waste diversion, and more, local governments can dramatically reduce emissions in their communities. In addition, local governments are primarily responsible for the provision of emergency services and the mitigation of natural disaster impacts.

ICLEI provides a framework and methodology for local governments to identify and reduce greenhouse gas emissions, organized along Five Milestones, also shown in Figure 2:

1. Conduct an inventory and forecast of local greenhouse gas emissions;

2. Establish a greenhouse gas emissions reduction target;
3. Develop a climate action plan for achieving the emissions reduction target;
4. Implement the climate action plan; and,
5. Monitor and report on progress.

This report represents the completion of ICLEI's Climate Mitigation Milestone One for the community as a whole, and provides a foundation for future work to reduce greenhouse gas emissions in Capitola.

Sustainability & Climate Change Mitigation Activities in Capitola

Capitola has already implemented and/or participated in programs that have or will lead to ancillary benefits in the form of energy conservation and greenhouse gas mitigation. The following are some examples:

- Lead-by-example actions to reduce government operations emissions
 - Active and Ongoing Participation in the AMBAG Energy Watch energy efficiency and conservation programs
 - Formation of the Commission on the Environment, which informs City staff and elected on issues related to environmental protection and stewardship
- Business engagement and recognition programs
 - Monterey Bay Green Business Certification Program
- Recycling and waste reduction programs

Inventory Methodology

Understanding a Greenhouse Gas Emissions Inventory

The first step toward achieving tangible greenhouse gas emission reductions requires identifying baseline emissions levels and sources and activities generating emissions in the community. This report presents emissions from the Capitola community as a whole. Emissions from government operations is a subset of the community inventory included as part of the Non-residential sector, as shown in Figure 3. For example, data on commercial energy use by the community includes energy consumed by municipal buildings, and community vehicle-miles-traveled estimates include miles driven by municipal fleet vehicles.

As local governments have continued to join the climate protection movement, the need for a standardized approach to quantify GHG emissions has proven essential. This inventory uses the approach and methods provided by the Community Greenhouse Gas Emissions Protocol (Community Protocol)⁴.

Community Emissions Protocol

The Community Protocol was released by ICLEI in October 2012, and represents a new national standard in guidance to help U.S. local governments develop effective community GHG emissions inventories. It establishes reporting requirements for all community GHG emissions inventories, provides detailed accounting guidance for quantifying GHG emissions associated with a range of emission sources and community activities, and provides a number of optional reporting frameworks to help local governments customize their community GHG emissions inventory reports based on their local goals and capacities. The State of California Governor's Office of Planning and Research recommends that California local governments follow the Community Protocol when undertaking their greenhouse gas emissions inventories.

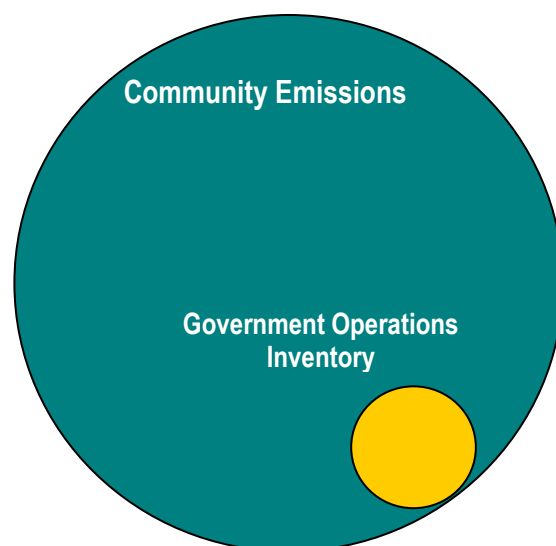


Figure 3: Relationship of Community and Government Operations Inventories

⁴ <http://www.icleiusa.org/tools/ghg-protocol/community-protocol>
Capitola Community-Wide GHG Emissions Inventory

Quantifying Greenhouse Gas Emissions

Sources and Activities

Communities contribute to greenhouse gas emissions in many ways. Two central categorizations of emissions are used in the community inventory: 1) GHG emissions that are produced by “sources” located within the community boundary, and 2) GHG emissions produced as a consequence of community “activities”.

Source	Activity
Any physical process inside the jurisdictional boundary that releases GHG emissions into the atmosphere	The use of energy, materials, and/or services by members of the community that result in the creation of GHG emissions.

By reporting on both GHG emissions sources and activities, local governments can develop and promote a deeper understanding of GHG emissions associated with their communities. A purely source-based emissions inventory could be summed to estimate total emissions released within the community’s jurisdictional boundary. In contrast, a purely activity-based emissions inventory could provide perspective on the efficiency of the community, even when the associated emissions occur outside the jurisdictional boundary. The division of emissions into sources and activities replaces the scopes framework that is used in government operations inventories, but that does not have a clear definition for application to community inventories.

Base Year

The inventory process requires the selection of a base year with which to compare current emissions. Capitola’s community greenhouse gas emissions inventory utilizes 2010 as its base year.

Quantification Methods

Greenhouse gas emissions can be quantified in two ways:

- Measurement-based methodologies refer to the direct measurement of greenhouse gas emissions (from a monitoring system) emitted from a flue of a power plant, wastewater treatment plant, landfill, or industrial facility.⁵
- Calculation-based methodologies calculate emissions using activity data and emission factors. To calculate emissions accordingly, the basic equation below is used: *Activity Data x Emission Factor = Emissions*

All emissions sources in this inventory are quantified using calculation based methodologies. Activity data refer to the relevant measurement of energy use or other greenhouse gas-generating processes such as fuel consumption by fuel type, metered annual electricity consumption, and annual vehicle miles traveled. Please see appendices for a detailed listing of the activity data used in composing this inventory.

Known emission factors are used to convert energy usage or other activity data into associated quantities of emissions. Emissions factors are usually expressed in terms of emissions per unit of activity data (e.g. lbs CO₂/kWh of electricity).

For this inventory, calculations were made using the data and emissions factors provided by ICLEI, Pacific Gas and Electric Company (PG&E), CalRecycle, CalTrans, and the Monterey Bay Unified Air Pollution Control District.

⁵ Capitola's community inventory includes emissions data provided by the [INSERT ENTITY] that was gathered through [INSERT METHOD, E.G: DIRECT MEASUREMENT].

Community-wide Emissions Inventory Results

Following the Community Protocol, this inventory report organizes emissions in several frames. Each frame includes a particular set of emissions sources and activities, and each helps to tell a different story about community emissions. This report looks at Capitola's community emissions through the following frames:

- Local Government Significant Influence
- Household Consumption

Community Profile

To put emissions inventory data in context, it is helpful to have some basic information about community such as population and number of households. This information is provided in Table 1.

Table 1: Capitola Community Indicators

Estimated 2010 Population	9,918
Estimated 2010 Households	5,534
Estimated 2010 Jobs	6,170

Significantly Influenced Emissions Frame

Capitola has chosen first to focus on emissions over which the City government has significant influence. This frame emphasizes policy relevance, highlighting a set of emission sources and activities that Capitola has the greatest opportunity to address. This frame includes all of the five Basic Emissions Generating Activities required by the community protocol. Table 2 and Figure 6 summarize significantly influenced emissions by source and activity.

Table 2: Significantly Influenced GHG Emissions by Activity and Source

Sector	Sources	Activities	TOTALS
Residential	10,946	4,624	15,570
Commercial / Industrial	5,103	8,152	13,255
Transportation and Mobile Sources	57,123	n/a	57,123
Solid Waste	n/a	1,476	1,476
Water Treatment and Distribution	n/a	667	667
TOTALS	73,172	14,920	88,091
Percentage of Total CO2e	83%	17%	100.0%

Capitola will focus on these emissions sources and activities in developing a climate action plan. The total significantly influenced emissions of 88,091 tons CO₂e will be the baseline for setting an emissions reduction target and measuring future emissions reductions against. Figure 4 shows significant influence activity emissions by sector, while Figure 5 shows significant influence source emissions by sector. These figures only show emissions that are included in the significant influence frame, and are not intended to be comprehensive of all in-boundary sources or community activities.

Figure 4: Significantly Influenced Emissions by Sector (MTCO₂e)

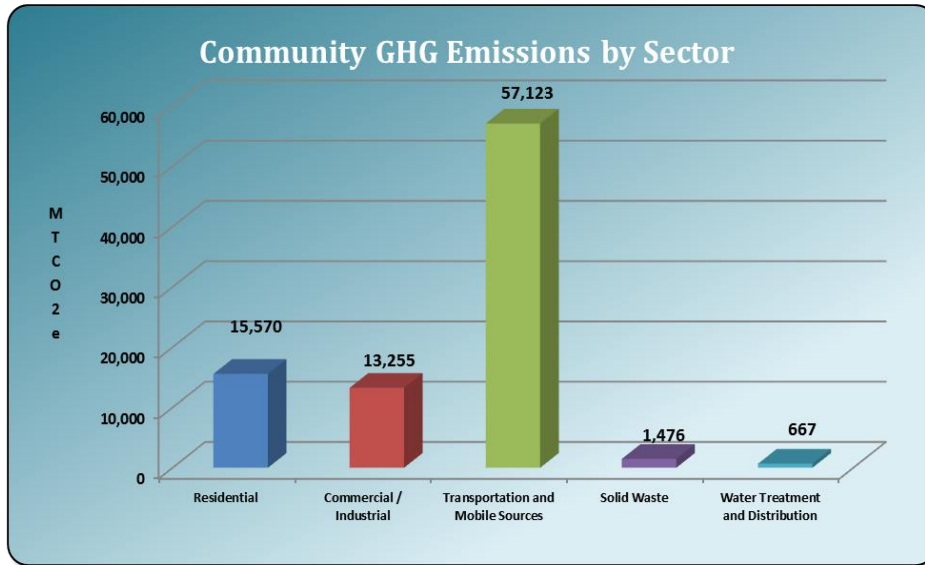


Figure 5: Significant Influence Emissions by Sector (Percentage of Total Emissions)

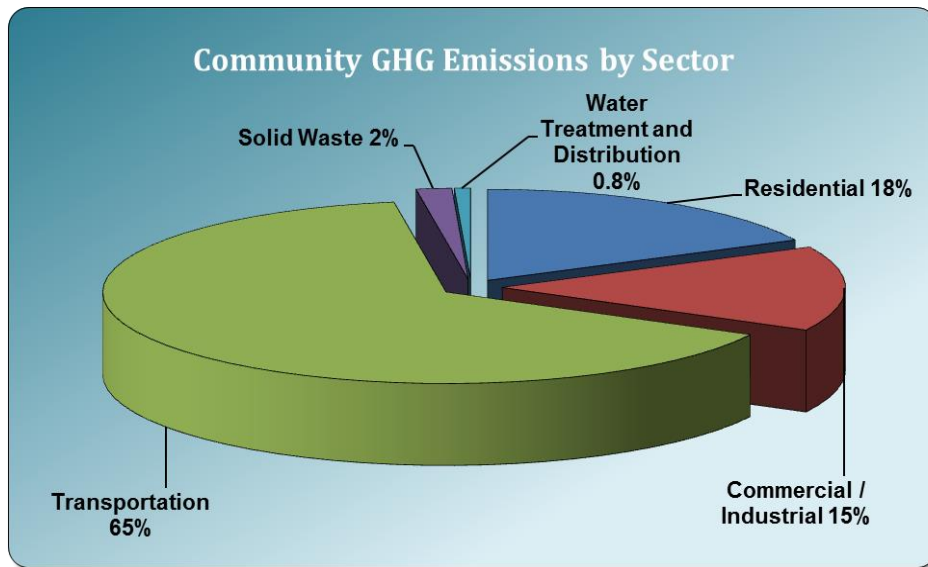
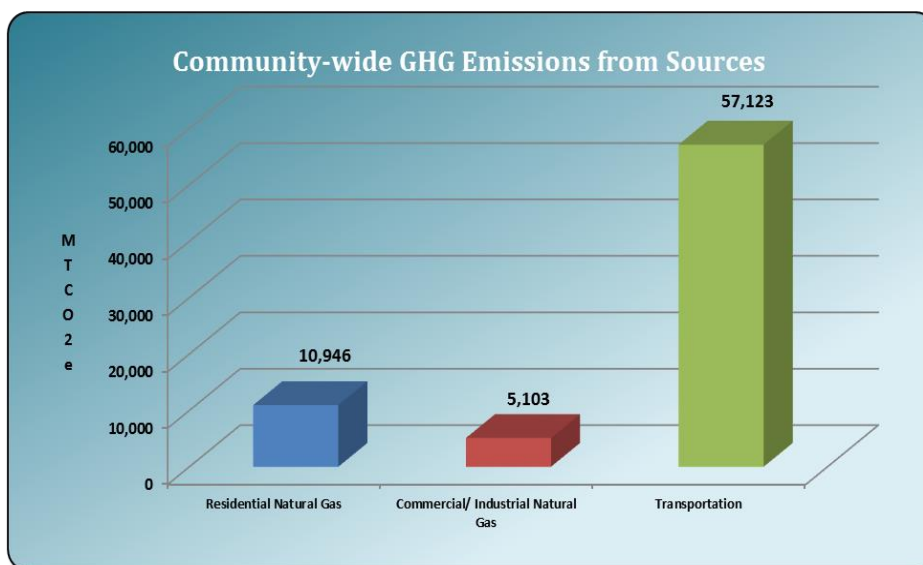
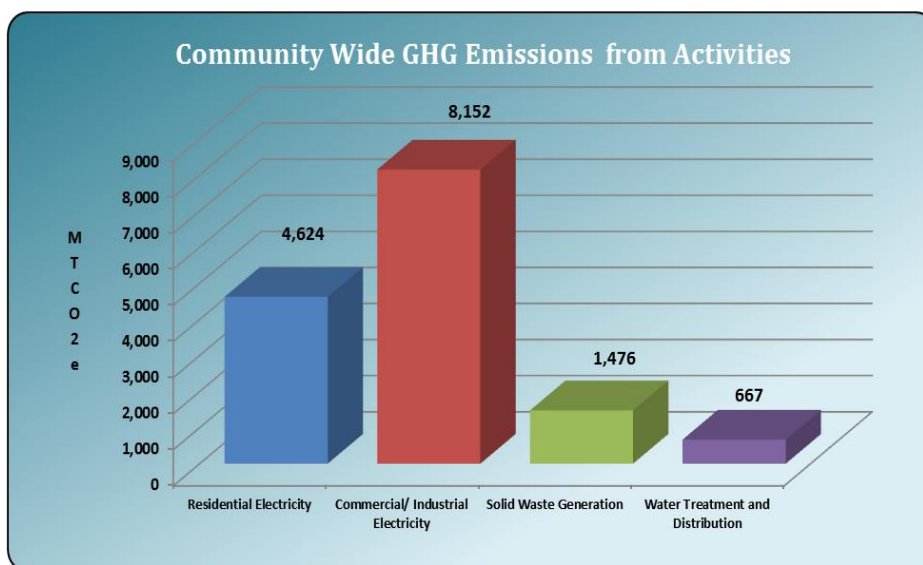


Figure 6 shows a more detailed breakdown of significantly influenced activity emissions, and Figure 7 shows a more detailed breakdown of significantly influenced source emissions.

Figure 6: Significantly Influenced Source Emissions (MTCO₂e)Figure 7: Significantly Influenced Activity Emissions (MTCO₂e)

The Transportation sector is the largest contributor to emissions over which Capitola has significant influence, representing approximately 65% of the City's total emissions. This will be an important activity to focus efforts on in developing a climate action plan. The Residential and Commercial/Industrial sectors also account for a large part of significantly influence emissions, and will also be important to address.

Table 3: Community-Wide GHG Emissions by Category

Source or Activity	Activity Data Quantity and Unit	Emissions (MTCO _{2e})
Residential Use of Electricity	22,835,419 kWh	4,624
Commercial/Industrial Use of Electricity	36,291,610 kWh	8,152
Residential Stationary Combustion	2,071,672 therms	10,946
Commercial Stationary Combustion	966,194 therms	5,103
On-road Vehicle Travel	302,528 vehicle miles traveled daily	54,744
Off-road Vehicle Emissions	<i>n/a*</i>	2,379
Potable Water Treatment and Distribution	1,120 acre feet per year	260
Wastewater Treatment	1.08 million gallons per day	407
Generation of Solid Waste	8,803 tons	1,476
Total Community-Wide Emissions		88,091

*Note- Source for Off-road Vehicle Travel emissions estimate: Santa Cruz County Regional Transportation Commission Study- 2004 Inventory of Greenhouse Gas Emissions.

Household Consumption Frame

The second frame through which Capitola has chosen to look at emissions is that of household consumption. The household consumption frame helps to illustrate the full, life cycle impacts of residents' activities. Household consumption includes lifecycle emissions associated with household electricity use, household natural gas use, household personal vehicle transportation, household use of public transportation, household use of water and wastewater services, household production of garbage, and household use of materials and services. Many of these emissions overlap with those looked at through the local government influence and communitywide activities frames. But the household consumption frame also includes emissions that are not included in the other frames, in particular emissions from goods and services that are produced outside the community.

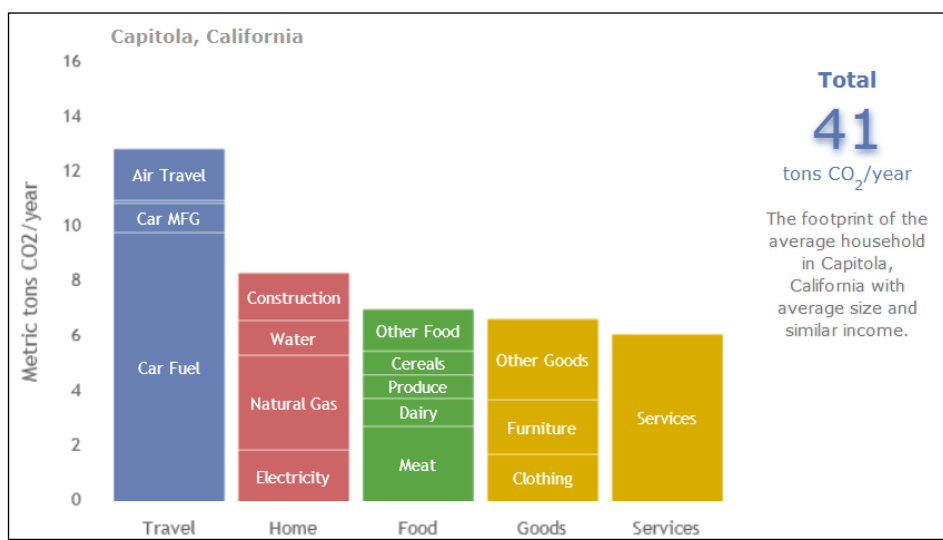
Consumption-based emissions for communities in the U.S. are often – but not always – higher than in-boundary emissions. Consumption based emissions are also larger than geographic emissions for the nation as a whole, although communities with small residential populations, limited government presence, and large industrial or tourism activities (businesses serving non-resident customers) would find their consumption-based emissions to be relatively small. But regardless of whether consumption based emissions are larger or smaller, some of the emissions are *different*, and they represent additional ways in which the community contributes to climate change and by extension, additional opportunities for the community to reduce its contribution to climate change. Table 4 shows total household consumption

emissions for Capitola, while Figure 8 shows household consumption emissions for an average household in Capitola.

Table 4: Total Household Consumption Emissions for Capitola (Source: Cool Climate Calculator)

Average Household Emissions (MTCO ₂ e/Year)	Number of Households	Total Household Consumption Emissions (MTCO ₂ e/Year)
41	5,534	226,894

Figure 8: Household Consumption Emissions for an Average Household in Capitola



Looking at the household emissions frame shows that Food and Purchased Goods are large contributors to emissions, comparable in size to Household Energy Use. A range of actions can help to reduce these emissions, including materials management, reduction of wasted food, and sustainable purchasing practices by governments, businesses, and households. Capitola may want to look at educational efforts in some of these areas as part of its climate action plan.

Consumption emissions for an average household were obtained from the calculator at <http://coolclimate.berkeley.edu>. Residents who want to learn more about consumption-based emissions from their own household can use the calculator to obtain emissions based on their personal energy use, transportation and purchasing.

Community Emissions Forecast

In order to plan for GHG emission reductions strategies jurisdictions must estimate (or “forecast”) future emissions under a Business As Usual (BAU) scenario, which assumes no policies or actions are implemented to curb GHG emissions. GHG Forecasting takes into account historical emission levels established in the Baseline year (2010), as well as expected growth or changes in conditions within the jurisdiction (i.e. - changes in population, expected new development in the Residential and/or Commercial/Industrial sectors, etc.).

The City of Capitola municipal staff and their contracted consultants have developed growth assumptions for the community’s recent General Plan Update, which estimate the growth in populations, housing units, and employment in future years. Those growth assumptions provide the basis for the Compound Annual Growth Rates (CAGR) that have been applied to the appropriate sectors of the 2010 Baseline GHG Inventory to create the 2035 and 2050 BAU GHG Forecasts for the City of Capitola.

Table 5 shows expected changes in key indicators used in generating the forecast.

Table 5: Indicators Used in Emissions Forecast (Source: DC&E The Planning Center)

Indicator	2010 Value	2035 Value	Annual Growth Rate	Percent Change from 2010 to 2035
Population	9,918	10,198	0.11%	2.75%
Households	5,534	5,613	0.06%	1.41%
Employment	6,170	7,368	0.71%	16.26%

Under a business-as-usual scenario, the City of Capitola’s significantly influenced emissions will grow by approximately 7 percent by the year 2050—from 88,091 MTCO₂e to 94,430 MTCO₂e—under a business as usual scenario.

Table 6 below shows the results of the 2035 and 2050 BAU GHG Forecast.

Table 6: 2035 and 2050 Business As Usual GHG Emissions Forecast

Source/Activity	2010 Community-wide GHG Inventory Update	2035 BAU GHG Forecast	2050 BAU GHG Forecast	Percent Change from 2010 to 2050
Electricity Consumption	12,776	14,082	14,928	17%
Stationary Fuel Combustion	16,049	17,689	18,753	17%
Transportation and Mobile Sources	57,123	57,986	58,510	2%
Solid Waste	1,476	1,517	1,542	4%
Water Treatment and Distribution	667	686	697	4%
TOTAL	88,091	91,960	94,430	7%

Conclusion

This inventory marks completion of Milestone One of the Five Milestones for Climate Mitigation. The next steps are to set an emissions reduction target, and to develop a climate action plan that identifies specific quantified strategies that can cumulatively meet that target. In addition, Capitola should continue to track key energy use and emissions indicators on an on-going basis. ICLEI recommends completing a re-inventory at least every five years to measure emissions reduction progress.

Emissions reduction strategies to consider for the climate action plan include energy efficiency, renewable energy, vehicle fuel efficiency, alternative transportation, vehicle trip reduction, land use and transit planning, waste reduction, and community education and engagement among others. This inventory shows that emissions from the transportation sector and energy consumption in the built environment (Electricity consumption and Stationary Fuel Combustion) will be particularly important to focus on. Through these efforts and others the City of Capitola can achieve additional benefits beyond reducing emissions, including: increase energy security and independency, saving businesses and residents money, creating jobs and improving Capitola's economic vitality and its quality of life.

Appendix A: Community Inventory Details

Table A-1 provides a summary of the emissions sources and activities that are included in the community inventory, as well as those potential sources that are excluded.

Table A-1: Summary of Included and Excluded Community Emissions

Emissions Type	Source or Activity?	Required Activities	Included under reporting frameworks:			Excluded (IE, NA, NO, or NE)	Explanatory Notes	Emissions (MTCO ₂ e)
			SI	CA	HC			
Built Environment								
Use of fuel in residential and commercial stationary combustion equipment	Source AND Activity	x	x					
Industrial stationary combustion sources	Source	x	x					
Electricity	Power generation in the community	Source				NO		
	Use of electricity by the community	Activity	x	x				
District Heating/ Cooling	District heating/cooling facilities in the community	Source				NO		
	Use of district heating/cooling by the community	Activity				NO		
Industrial process emissions in the community	Source					NE		
Refrigerant leakage in the community	Source					NE		
Transportation and Other Mobile Sources								
On-road Passenger Vehicles	On-road passenger vehicles operating within the community boundary	Source	x	x				
	On-road passenger vehicle travel associated with community land uses	Activity				NE		
On-road Freight Vehicles	On-road freight and service vehicles operating within the community boundary	Source				NE		
	On-road freight and service vehicle travel associated with community land uses	Activity				NE		
On-road transit vehicles operating within the community boundary	Source	x	x					
Transit Rail	Transit rail vehicles operating within the community boundary	Source				NO		
	Use of transit rail travel by the community	Activity				NE		
Inter-city passenger rail vehicles operating within the community boundary	Source					NO		
Freight rail vehicles operating within the community boundary	Source					NE		

Emissions Type	Source or Activity?	Required Activities	Included under reporting frameworks:			Excluded	Notes	Emissions (MTCO2e)
			SI	CA	HC			
Marine	Marine vessels operating within the community boundary	Source				NE		
	Use of ferries by the community	Activity				NO		
Off-road surface vehicles and other mobile equipment operating within the community boundary		Source	x	x				
Use of air travel by the community		Activity	x		x			
Solid Waste								
Solid Waste	Operation of solid waste disposal facilities in the community	Source				NO		
	Generation and disposal of solid waste by the community	Activity	x	x				
Water and Wastewater								
Potable Water - Energy Use	Operation of water delivery facilities in the community	Source				NO		
	Use of energy associated with use of potable water by the community	Activity	x	x				
Use of energy associated with generation of wastewater by the community		Activity	x	x				
Centralized Wastewater Systems - Process Emissions	Process emissions from operation of wastewater treatment facilities located in the community	Source				NO		
	Process emissions associated with generation of wastewater by the community	Activity	x	x				
Use of septic systems in the community		Source AND activity				NE		
Agriculture								
Domesticated animal production		Source				NO		
Manure decomposition and treatment		Source				NO		
Upstream Impacts of Community-Wide Activities								
Upstream impacts of fuels used in stationary applications by the community		Activity				NE		
Upstream and transmission and distribution (T&D) impacts of purchased electricity used by the community		Activity				NE		
Upstream impacts of fuels used for transportation in trips associated with the community		Activity				NE		
Upstream impacts of fuels used by water and wastewater facilities for water used and wastewater generated within the community boundary		Activity				NE		
Upstream impacts of select materials (concrete, food, paper, carpets, etc.) used by the whole community		Activity				NE		

Emissions Type	Source or Activity?	Included under reporting frameworks:			Excluded	Notes	Emissions (MTCO2e)
		SI	CA	HC			
Independent Consumption-Based Accounting							
Household Consumption (e.g., gas & electricity, transportation, and the purchase of all other food, goods and services by all households in the community)	Activity	x		x			
Government Consumption (e.g., gas & electricity, transportation, and the purchase of all other food, goods and services by all governments in the community)	Activity				NE		
Life cycle emissions of community businesses (e.g., gas & electricity, transportation, and the purchase of all other food, goods and services by all businesses in the community)	Activity				NE		

Table A-2 provides details on calculation methods and data sources for each included activity and source.

Table A-2: Community Inventory Calculation Method and Data Source Details

Residential use of electricity	Activity data		Emissions factor			Method
	Value	Unit	Value	Unit	Source	
	22,835,419	kWh	0.000203674	MTCO2e/kWh	PG&E	BE.2.1
Method and data source notes:						

Commercial use of electricity	Activity data		Emissions factor			Method
	Value	Unit	Value	Unit	Source	
	36,291,610	kWh	0.000203674	MTCO2e/kWh	PG&E	BE.2.1
Method and data source notes:						

Residential use of stationary combustion equipment	Activity data		Emissions factor			Method
	Value	Unit	Value	Unit	Source	
	2,071,672	therm	0.00532	MTCO2e/therm	PG&E	BE.1.1
Method and data source notes:						

Commercial use of stationary combustion equipment	Activity data		Emissions factor			Method
	Value	Unit	Value	Unit	Source	
	966,194	therm	0.00532	MTCO2e/therm	PG&E	BE.1.1
Method and data source notes:						

On-road passenger vehicle travel associated with community land uses	Activity data		Emissions factor			Method
	Value	Unit	Value	Unit	Source	
	302,528	Daily Vehicle Miles Traveled	Variable (See below)	See below	DC&E The Planning Center (VMT), AMBAG (EMFAC/TDM Outputs)	TR.1.A
Method and data source notes: EMFAC. Bhupendra Patel, Senior Transportation Modeler- AMBAG: bpatel@ambag.org						

On-road freight and service vehicle travel associated with community land uses	Activity data		Emissions factor			Method
	Value	Unit	Value	Unit	Source	
	n/a					n/a
Method and data source notes:						

Generation of solid waste by the community	Activity data		Emissions factor			Method
	Value	Unit	Value	Unit	Source	
	8,083	tons	0.1826	MTCO2e/ton	ICLEI/CACP	SW.4.1
Method and data source notes: http://www.ciwmb.ca.gov/Publications/default.asp?pubid=1097						

Use of energy associated with use of potable water	Activity data		Emissions factor			Method
	Value	Unit	Value	Unit	Source	
	1,277,338	kWh	0.000203674	MTCO2e/kWh	PG&E	Other
Method and data source notes: Capitola Potable Water Consumption data provided by DC&E The Planning Center (Source: Soquel Creek Water District, 2010 Urban Water Management Plan) = 1,120 Acre Feet per Year Consumed = 364,953,600 Gallons Consumed * 0.0035 kWh/Gallon (Supply, Conveyance, Distribution and Treatment. Source: Table 2-E from CAPCOA. Quantifying Greenhouse Gas Mitigation Methods. August, 2010. http://www.capcoa.org/wp-content/uploads/2010/11/CAPCOA-Quantification-Report-9-14-Final.pdf)						

Use of energy associated with generation of wastewater	Activity data		Emissions factor			Method
	Value	Unit	Value	Unit	Source	Other
	1.08	Million Gallons Per Day (MGD)	See below	See below	DC&E The Planning Center	

Method and data source notes:

Capitola Wastewater is treated by the City of Santa Cruz Wastewater Treatment Facility. On October 2, 2013 Dan Seidel (SCWWTF Superintendent) provided the Total Average Daily Flow to the WWTF (10.6 MGD). That data, in conjunction with the Estimated Capitola MGD (1.08) provided by DC&E The Planning Center and the MBUAPCD provided data for total 2010 SCWWTF GHG Emissions (3,998 MTCO₂e), was used to calculate the Estimated Emissions from Capitola's 2010 Wastewater. This includes the estimated emissions from the SCWWTF's energy consumption, process, and effluent.

[Additional activity/source]	Activity data		Emissions factor			Method
	Value	Unit	Value	Unit	Source	n/a
	n/a					

Method and data source notes:

I. GENERAL INFORMATION & SCHEDULE

This Request for Proposals (RFP), issued by the City of Capitola (City), invites responses from qualified, experienced professional consulting firms or individuals to develop and revise the City's Climate Action Plan in alignment with the City's current sustainability goals and best practices.

Questions concerning this RFP must be submitted via email per the schedule outlined below. Responses to all submitted questions will be posted at <https://www.cityofcapitola.org/rfps>.

Issue date: TBD
Questions due: TBD
Submittals due: TBD

Inquiries/submissions to: Erika Senyk
Environmental Projects Manager
City of Capitola
420 Capitola Avenue, Capitola, CA 95010
esenyk@ci.capitola.ca.us
(831) 475-7300

II. BACKGROUND

The City of Capitola is committed to reducing its carbon footprint and addressing climate change through the implementation of a comprehensive Climate Action Plan (CAP). The City's current CAP was adopted on October 22, 2015 and requires revision and updating to align with the latest climate science, sustainable practices, and the City's evolving sustainability goals.

In 2023, the City's Commission on the Environment met to discuss and provide feedback on each sector of the CAP and their associated measures. Based on the Commission's feedback, City staff has compiled a list of recommended actions for updating the CAP, which are to be taken into consideration by City Council, City staff, and the selected consultant conducting the CAP revisions (Attachment 1).

III. PROJECT SCOPE

The City of Capitola is seeking to hire a qualified consultant or firm to provide professional services for revising and updating the City's CAP. The consultant shall conduct a thorough review of the current plan, incorporate the feedback provided by the Commission on the Environment, identify additional areas for improvement, and propose updated strategies, initiatives, and targets to further the City's sustainability objectives.

Key components of the project include:

- GHG Inventory:**
Conduct a comprehensive greenhouse gas inventory to establish a baseline for emissions. This inventory will help identify key emission sources and inform future target-setting.

2. New Targets:

Establish updated greenhouse gas reduction targets and targets for clean water that align with state and regional goals. The targets should be realistic, measurable, and aimed at fostering long-term sustainability. Establish and track success of environmental goals as addressed in item 6: Action and Implementation.

3. Public Outreach:

Develop an inclusive public outreach strategy to engage community members and stakeholders in the CAP update process. Outreach methods may include:

- Surveys and questionnaires to gather community input.
- Workshops and focus groups to facilitate discussions on climate action priorities.
- Public meetings to present findings and solicit feedback.
- Online platforms (e.g., social media, city website) to provide updates and gather comments.

4. Collaboration:

The consultant shall work closely with City staff, City advisory groups, and stakeholders to gather input, develop innovative solutions, and ensure that the revised CAP is comprehensive, inclusive, and achievable. The consultant shall also provide recommendations for monitoring, evaluating, and reporting progress on the plan's implementation.

5. Key Areas of Focus:

The revised CAP should address key areas such as renewable energy, energy efficiency, transportation, waste management, community engagement, and the corresponding state and regional requirements. The CAP should also consider the unique challenges that Capitola faces as a coastal city, such as following best practices for climate adaptation and resiliency. The consultant is to consider each of the existing sectors listed below, while also identifying new areas that are underrepresented in the current CAP:

Current CAP Sectors:

VMT and Transportation
Residential and Non-Residential Energy
Water and Wastewater
Solid Waste
Parks, Open Space, and Agriculture
Action and Implementation

6. Action and Implementation

The consultant shall deliver a final, comprehensive plan, that is also aligned with the City's strategic plan, and includes specific actions, timelines, responsible parties, and performance metrics for tracking success of CAP implementation. Recommendations for monitoring, evaluating, and reporting progress on the plan's implementation should also be included.

The City anticipates that the revised Climate Action Plan will serve as a roadmap for achieving the City's climate goals over the next 10 years.

III. BUDGET

The City has allocated \$50,000 for this project. Applicants are invited to submit cost proposals detailing their fees, expenses, and anticipated project timeline. Proposals should include a breakdown of costs for each phase of the project, including research, stakeholder engagement, plan development, and reporting.

Interested firms or individuals are encouraged to submit proposals that demonstrate their expertise in sustainability planning, climate action, stakeholder engagement, and project management.

**City of Capitola's Commission on the Environment
Climate Action Plan (CAP) Feedback and Recommended
Actions for Updates to the 2015 CAP**

Prepared in August - November 2023

Bold = Changes to CAP

Overarching Feedback for Incorporation into Plan

Theme	COE Feedback	Recommended Action
CAP Development and Review	Increase level of City Staff involvement in development and review of the newly proposed CAP to minimize consultant fees.	Clarify in the Action and Implementation sector and address during the process of updating the CAP.
CAP Implementation	Assign action items to specific departments and identify who is responsible for their implementation and tracking.	Specify which City departments will serve as the responsible party for each action item of the CAP.

VMT and Transportation

Measure	COE Feedback	Recommended Action
VMT-1 Ridesharing and Car Sharing	Promote ride-sharing options to the public and increase signage to encourage carpooling.	Add feedback as a new action item. Proposed action language: Promote ride-sharing options to the public and increase signage to encourage carpooling.
VMT-2 Increase Bus Ridership	Include bus accessibility as an item in the Planning Department's review process for larger multi-family residential projects.	Add feedback as a new action item. Proposed action language: Incorporate 'bus accessibility' into the Planning Department's review process for larger multi-family residential projects.
	Provide discounted bus passes for youth and seniors to encourage bus ridership.	Add feedback as a new action item. Proposed action language: Provide incentives (e.g., discounted bus passes) to youth and seniors to encourage bus ridership.
	Suggest onsite improvements to improve public accessibility to Santa Cruz Metro bus stops.	Add feedback as a new action item. Proposed action language: Coordinate with Santa Cruz Metro for onsite improvements to increase public accessibility to Metro bus stops.

VMT-3 Increase Bicycle Ridership	Continue to designate resources towards improving bicycle infrastructure and painted bike lanes on City roads.	Revise action language to: Seek funding and designate resources to improve bicycle infrastructure and painted bike lanes on City roads.
	Public Works Department to update the Bicycle Transportation Plan (Adopted February 10, 2011), complete the relevant projects outlined in the Plan, and have clearly defined short- and long-term goals for funding and implementing bike infrastructure improvements.	Add feedback as a new action item. Proposed action language: Update the Bicycle Transportation Plan (Adopted February 10, 2011), complete the relevant projects outlined in the Plan, and have clearly defined short- and long-term goals for funding and implementing bike infrastructure improvements.
VMT-4 Educate and Engage the Public About Alternative Modes	Continue to maintain resources to educate the public on ways to reduce our carbon footprints, such as supporting the Resilient Capitola Campaign.	Add feedback as a new action item. Proposed action language: Maintain resources to educate the public on methods to reduce carbon footprints, such as supporting the Resilient Capitola Campaign.
VMT-5 Support Local Uptake of Electric Vehicles	Invest in infrastructure that would give residents more efficient and accessible EV charging opportunities and aim to use pre-existing parking lot footprints for installation locations.	Add feedback as a new action item. Proposed action language: Seek funding and designate resources towards infrastructure that would provide residents with more efficient and accessible EV charging opportunities. Aim to use pre-existing parking lot footprints for installation locations.
VMT-6 Support Rail as a Commute Option	Invest in infrastructure that would give residents efficient access to the Rail on- and off-boarding locations.	Add feedback as a new action item. Proposed action language: Seek funding and designate resources towards infrastructure that would give residents efficient access to the Rail on- and off-boarding locations.
VMT-7 Support Implementation of Regional Transportation Plan (RTP) and Sustainable Communities Strategy (SCS)	Continue to support regional transportation efforts by working with regional partners and collaborating with local and regional transit agencies.	No change to CAP. Feedback addressed in current action items for this measure.
	Review ability to make roads and sidewalks reflective (to yield lower surface temperatures) and permeable (to reduce stormwater runoff).	Add feedback as a new action item. Proposed action language: Review feasibility of making roads and sidewalks reflective (to yield lower surface temperatures) and

		permeable (to reduce stormwater runoff).
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Residential and Non-Residential Energy

Measure	COE Feedback	Recommended Action
ENRG-1 Solar Energy	Prioritize assessing renewable (e.g., solar) energy as a way to power EV infrastructure within the City, given the limitations of Pacific Gas and Electric infrastructure for residential and non-residential areas in Capitola.	Add feedback as a new action item. Proposed action language: Research and assess renewable (e.g., solar) energy by means of powering EV charging infrastructure.
	Prioritize identifying locations for solar farms within the City, which can help to inform permitting and municipal planning processes.	Add feedback as a new action item. Proposed action language: Coordinate internally, as well as with PG&E and other regional partners to identify locations for installation of solar farms.
ENRG-2 Energy Upgrade California and Residential Energy Efficiency	Prioritize researching energy saving materials and avenues through which the City can provide those materials to residents (e.g., energy-efficient light bulb giveaway event, white roofs, etc.).	Add feedback as a new action item. Proposed action language: Pursue programs through which the City can provide energy saving materials to residents (e.g., energy-efficient light bulb giveaway event, white roofs, etc.).
ENRG-3 Residential Weatherization	No comment.	No change to CAP.
ENRG-4 Renewable Energy Sources and Community Choice Aggregation	No comment.	No change to CAP.
ENRG-5 Non-Residential Energy Efficiency	No comment.	No change to CAP.
ENRG-6 Right Lights Energy Efficiency Program	Research whether the Right Lights Energy Efficiency Program is still current and who is responsible for implementation. New Climate Action Plan should include an updated scope of relevant programs.	Revise action language to: Research whether the Right Lights Energy Efficiency Program is still current and identify responsible department(s) for implementation;

		provide an updated scope of relevant programs.
ENRG-7 Green Business Certification Program	Remove ENRG-7 Green Business Certification Program and replace with a new ENRG-7 measure that enforces Capitola businesses to adopt practices that comply with current environmental regulations.	Remove “Green Business Certification Program” language from ENRG-7 and replace with a new measure and actions that enforce Capitola businesses to adopt practices that comply with current environmental regulations.
ENRG-8 Municipal Energy Use	Amend the City’s teleconferencing for Brown Act meetings policy to allow for remote teleconferencing for the Commission on the Environment regular meetings.	Add feedback as a new action item. Proposed action language: Amend Administrative Policy Number I-46 to allow hybrid meetings for City advisory bodies.

Water and Wastewater

Measure	COE Feedback	Recommended Action
WW-1 Water Conservation	Prioritize improving this sector for the new Climate Action Plan and incorporate topics such as saltwater intrusion, wastewater infrastructure, and impacts on water resources.	Integrate into action implementation plan.
	Encourage the Planning Department and the Planning Commission to review landscaping plans with drought tolerant plants in mind.	Add feedback as new action item. Proposed action language: Encourage use of drought-tolerant landscaping for new development and remodel projects during the Community Development Department’s and Planning Commission’s plan review process.
	Update City building codes to include water and wastewater requirements beyond the state’s Green Building Codes and in collaboration with the City’s two water providers.	Revise action language to: Update the Green Building Ordinance to include water and wastewater requirements in excess of state regulations and in collaboration with Soquel Creek Water District and the Santa Cruz Water Department.

Solid Waste

Measure	COE Feedback	Recommended Action
SW-1 Communitywide Solid Waste Diversion and Recycling	Pursue funding opportunities in support of enforcing state requirements.	Add feedback as new action item. Proposed action language: Seek funding and designate resources to support enforcement of state waste reduction and recycling requirements.
SW-2 Communitywide Food Waste Diversion	Review feasibility of designating a food waste or mulching center within the City.	Add feedback as a new action item. Proposed action language: Review feasibility of designating a new location within City limits as a food waste or mulching center.
	Conduct educational outreach to residents regarding state requirements for organics recycling and the resulting environmental benefits.	Revise action language to: Continue the City's educational and outreach programs about state requirements for food waste reduction, organics recycling, and the environmental benefits.
	Conduct outreach to Multi Family Dwellings regarding organics recycling opportunities.	Add feedback as new action item. Proposed action language: Conduct outreach to Multi Family Dwellings regarding organics recycling opportunities.
	Pursue funding opportunities in support of enforcing state requirements.	Add feedback as a new action item. Proposed action language: Seek funding and designate resources to support enforcement of state requirements for food and green waste diversion from landfills.
SW-3 Elimination of Single-Use plastics.	Create an implementation plan for the City to meet SB 54 requirements and eliminate single use plastics.	Add as a new measure (SW-3) to the Solid Waste Sector of the Climate Action Plan.

Parks, Open Space, and Agriculture

Measure	COE Feedback	Recommended Action
OS-1 Community Gardens and Locally-Sourced Food	Identify funding sources to maintain community gardens.	Add feedback as a new action item. Proposed action language: Seek funding and designate resources to create and maintain community gardens.

OS-2 Urban Forests	Require that native plants be used for planting projects by the City's Public Works Department.	Add feedback as a new action item. Proposed action language: Source native plants for all City planting projects by the Public Works Department.
	Review canopy cover requirements within the municipal zoning code with the goal of increasing canopy coverage percentages from current levels.	Add feedback as a new action item. Proposed action language: Review canopy cover requirements within the Zoning Ordinance and increase canopy coverage percentages from current levels.
Other	Leverage programs (e.g., Save The Waves) to maintain the surf breaks within City limits.	Consider incorporating as an action item under a new measure. Proposed action language: Pursue programs (e.g., Save The Waves) to maintain surf breaks within City limits.
	Encourage designated funding to improve and maintain parks and waterways, specifically long-term funding for restoration and maintenance of our riparian watershed.	Consider incorporating as an action item under a new measure. Proposed action language: Seek long-term funding and designate resources to restore and maintain parks, waterways, and the riparian watershed.
	Account for how public parks and open spaces directly relate to measurable carbon emission reductions.	Address during the process of updating the Climate Action Plan.
	Review the necessity of open space in commercial or mixed-use development projects.	Consider incorporating as an action item under a new measure. Proposed action language: Review necessity of maintaining open space in proposed commercial or mixed-use development projects.

Action and Implementation

Measure	COE Feedback	Recommended Action
IMP-1 Comprehensive Climate Change Efforts	Clearly articulate which City department(s) is/are responsible for each action item within the Climate Action Plan.	Address during the process of updating the Climate Action Plan.
IMP-2 Climate Action Plan Implementation	Assign the Commission on the Environment to support the review of the newly proposed Climate Action Plan,	Consider appointing the Commission on the Environment to support the review of the newly updated Climate Action Plan, including evaluating

and Maintenance	including targets, goals, and action items.	progress of CAP goals and action items.
	Track new Climate Action Plan goals through quarterly Commission on the Environment review of action items and progress evaluations.	Add feedback as a new action item. Proposed action language: Conduct reviews of the Climate Action Plan and GHG reduction measures at quarterly Commission on the Environment regularly scheduled meetings.

Capitola City Council

Agenda Report



Meeting: January 30, 2025

From: Community Development Department

Subject: Affordable Housing Development Loan Amendment

Recommended Action: Adopt a resolution rescinding Resolution No. 4393 and reauthorizing the City Manager to execute an Amended and Restated \$1,600,000 Loan Agreement with MP Rail Trail Associates, LP to fund development of 52 residential units affordable to low-income households at 1098 38th Avenue and allocating \$449,376 of PLHA Funds and \$900,624 of Housing Successor Agency Funds thereto, and amending the FY 2024-25 Budget.

Background: On March 10, 2023, MP Rail Trail Associates, LP, an entity controlled by MidPen Housing, a local non-profit affordable housing developer ("MidPen"), acquired 1098 38th Avenue in Capitola ("Property"). Upon acquiring the Property, MidPen requested \$250,000 in funding for predevelopment planning costs from the City.

On June 22, 2023, the City Council received a presentation from MidPen regarding a future 100% affordable multifamily rental housing development on the Property and directed staff to prepare a loan agreement to assist with predevelopment activities.

In 2023, MidPen hired Architects FORA to design the future multifamily housing development. MidPen originally requested \$250,000 for predevelopment planning, including \$200,000 for architectural design, \$32,000 for civil and survey costs, and \$19,800 for geotechnical reports and testing, with the expectation that the City would consider providing additional funding in the future.

On November 9, 2023, the City Council authorized a loan agreement in the amount of \$250,000 to assist with predevelopment planning of 1098 38th Avenue. The loan agreement utilized Housing Successor Agency Funds.

On April 4, 2024, the City of Capitola Planning Commission unanimously approved MidPen's density bonus application to entitle a 52-unit development affordable to households earning between 30 – 60% of area median income for Santa Cruz County on the Property. The development includes four separate buildings surrounded by two landscaped outdoor community spaces with a community table, play area for children, community garden, dog run, 70 surface parking spaces, and a bike barn (the "Project"). The approval included flexibility in the range of affordability as long as all units remain affordable to low-income households, earning less than 80% of area medium income.

On August 24, 2024, the City Council unanimously adopted a resolution to execute an amended loan agreement with MidPen Housing to increase the original loan of \$250,000 to \$1,600,000. The amended loan agreement utilized both Permanent Local Housing Allocation Fund (PLHA) and Housing Successor Agency Funds.

On January 22, 2025, the State of California, Department of Housing and Community Development (HCD) identified an additional \$20,504 in PLHA funds that are to be distributed to the City, which may be allocated to the Project.

Analysis: On June 23, 2023, the City was awarded a PLHA grant. The PLHA five-year plan for grant funding allocation includes funding for the development cost of affordable housing rental projects, very low-income homeless assistance Housing for Health Partnership year-round emergency shelter operations in Santa Cruz County, and project administration. The first year of PLHA funding (\$105,092) was allocated for homeless assistance (95%) and administration (5%). The second and third year of PLHA funding was allocated for development costs associated with the Project (\$357,808) and five

percent project administration (\$18,832). On January 22, 2025, HCD indicated an increase in PLHA allocation of \$20,504. In order to proceed with HCD approval to utilize the funding, the August 24, 2024, resolution must be updated to include the additional \$20,504 of PLHA funds. The total balance of the loan remains the same at \$1,600,000, but the funding sources are amended by decreasing the Housing Successor Agency Funds by \$20,504.

MidPen also requested that the loan documents be drafted to ensure all units are affordable to low-income households earning less than 80% of AMI, which is consistent with the original approval. In 2024, MidPen had applied for a HOME loan for the project which was specifically tied to household earning between 30 – 60% AMI. Unfortunately, the HOME funds were not awarded. MidPen is requesting the modification to allow more flexibility in future funding applications. During the Planning Commission review, it was noted that the levels of affordability were subject to change. The loan document will ensure that all units are affordable to low-income households earning less than 80% AMI.

Fiscal Impact: The loan amendment of \$1,350,000 will be fully funded through \$449,376 of PLHA Funds and \$900,624 of Housing Successor Agency Funds. The Housing Successor Agency will have a remaining balance of approximately \$995,000 which will continue to fund multiple housing programs, including the Homeless Action Partnership, Security Deposit Assistance, CAB Emergency Housing Assistance, administration of such programs, and future implementation of the 6th Cycle Housing Element.

Attachments:

1. Resolution

Report Prepared By: Katie Herlihy, Community Development Director

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

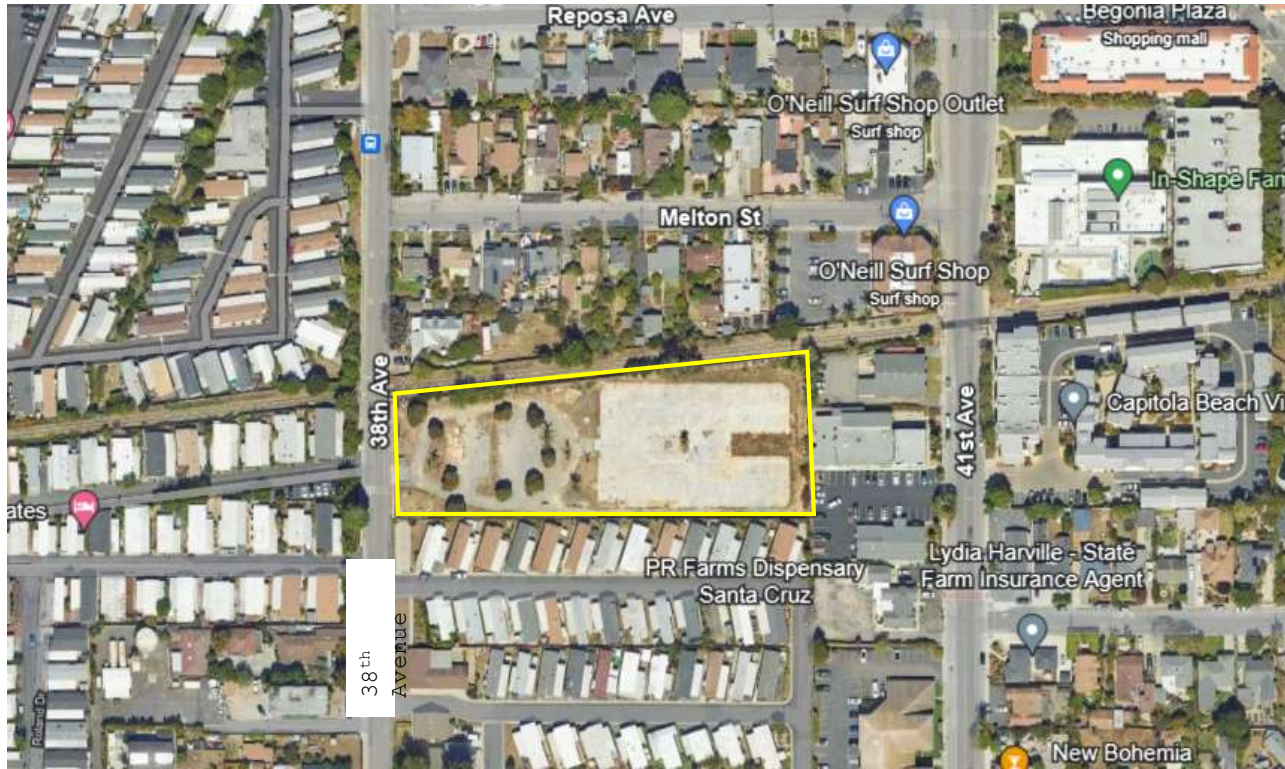
Approved By: Jamie Goldstein, City Manager

1098 38th Avenue

Item 7 F.



1098 38th Avenue



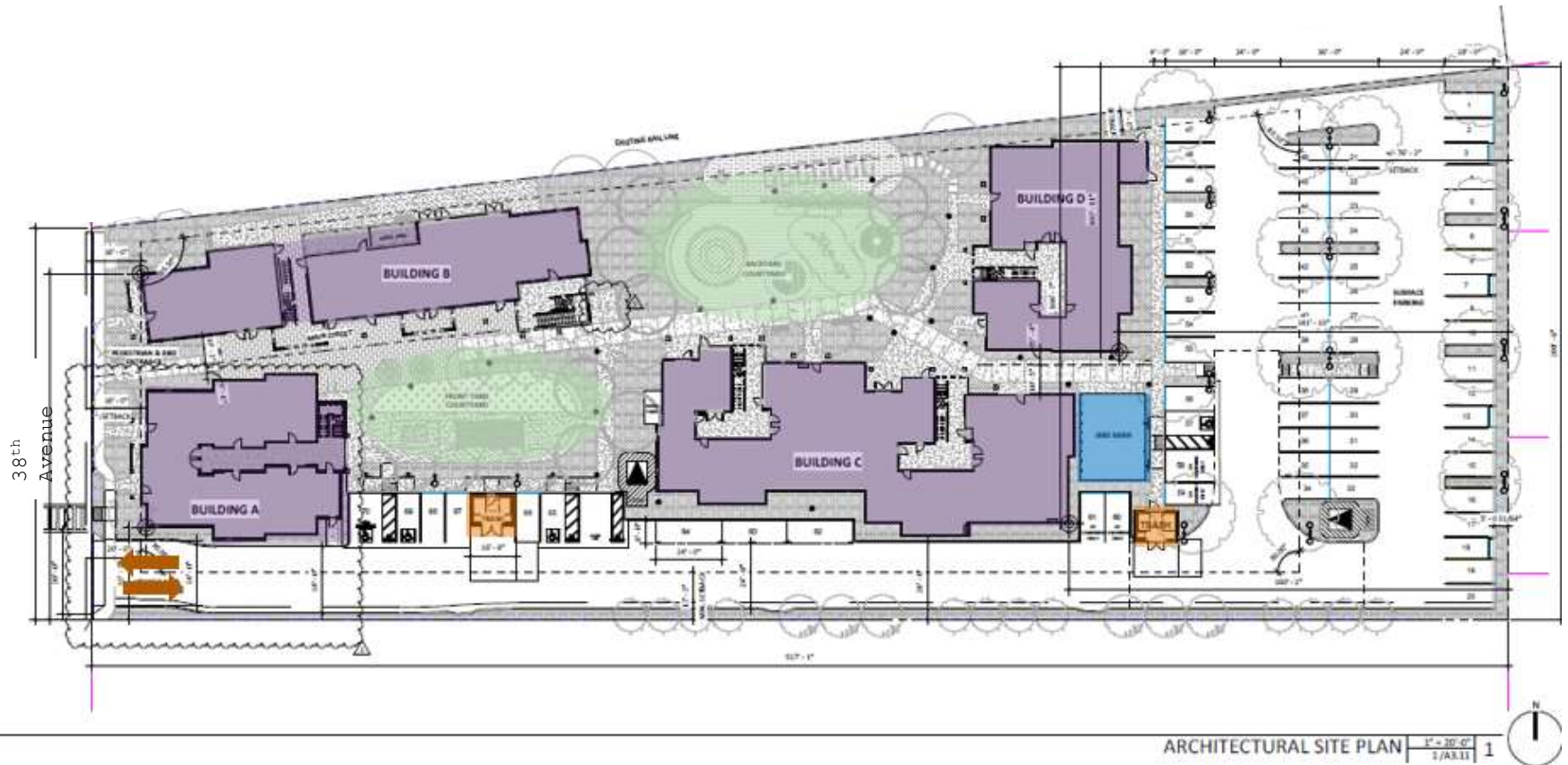
1098 38th Avenue

1.97 acres

27 du/acre

52 units - 100% affordable

1098 38th Avenue



60,805 sf - 4 buildings
(A, B, C, D)
52 units - 1, 2, 3
bedrooms

7 short term bike parking
52 long term bike parking
4 EV chargers (+7 capable &
17 ready)

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA RESCINDING RESOLUTION NO. 4393 AND REAUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDED AND RESTATED \$1,600,000 LOAN AGREEMENT WITH MP RAIL TRAIL ASSOCIATES, LP, A CALIFORNIA LIMITED PARTNERSHIP, TO FUND THE DEVELOPMENT OF 52 RESIDENTIAL UNITS AFFORDABLE TO LOW INCOME HOUSEHOLDS AT 1098 38TH AVENUE, CAPITOLA, CALIFORNIA AND ALLOCATING \$449,376 OF PERMANENT LOCAL HOUSING ALLOCATION FUNDS AND \$900,624 OF HOUSING SUCCESSOR FUNDS THERETO, AND AMENDING THE FY 2024-25 BUDGET

WHEREAS, MP Rail Trail Associates, LP, a California limited partnership ("**Borrower**"), an entity controlled by MidPen Housing Corporation, a California nonprofit public benefit corporation ("**MidPen**"), is the owner of approximately 1.97 acres of real property located at 1098 38th Avenue, Capitola, California ("**Property**"); and

WHEREAS, on November 9, 2023, the City of Capitola ("**City**") entered into a Predevelopment Loan Agreement ("**Loan Agreement**") with Borrower to provide a loan of \$250,000.00 (the "**Loan**") from its Low and Moderate Income Housing Asset Fund, established pursuant to Health and Safety Code § 34176 (d) ("**Housing Successor Funds**"), to fund the costs and expenses that Borrower would incur to assess the feasibility of the development of affordable multi-family residential housing on the Property, design the project, and apply for governmental land use approvals needed for the development and construction of the project; and

WHEREAS, on April 4, 2024, the City of Capitola Planning Commission unanimously approved Borrower's application to develop the Property with fifty-two (52) multi-family residential units, comprised of four (4) studio units, twenty-one (21) one-bedroom units, fourteen (14) two-bedroom units, and thirteen (13) three-bedroom units, for a total of fifty-one (51) residential units affordable to households earning under 80% of area median income for Santa Cruz County, and one (1) unit permitted for a Property Manager, located within four (4) separate buildings which are surrounded by two landscaped outdoor community spaces with a community table, play area for children, community garden, dog run, 70 surface parking spaces, and a bike barn (the "**Project**"); and

WHEREAS, in March 2024, Borrower secured a conditional commitment of 25 project-based vouchers for the Project from the Housing Authority of Santa Cruz County for an initial term of 20 years; and

WHEREAS, in April 2024, Borrower submitted an application for HOME funds through the State of California, Department of Housing and Community Development ("**HCD**"), with awards to be announced in the fall of 2024, and are intending to apply for funding from CDBG-DR Disaster Relief Funds in September 2024 in the event the HOME fund application with HCD is unsuccessful; and

WHEREAS, if either the HOME or CDBG funding application is successful, the Project will still have a funding gap of approximately \$1,350,000; and

WHEREAS, the timely appropriation of local housing funds to close the Project funding gap is necessary to enhance the chances that the Project will secure the requested award of

HOME or CDBG funds that will then allow the Project to apply for tax credits at the earliest opportunity; and

WHEREAS, on August 24, 2024, the City Council unanimously adopted Resolution 4393 to authorize the City Manager to execute an amended loan agreement with MidPen Housing to increase the original loan of \$250,000 to \$1,600,000 utilizing both Permanent Local Housing Allocation Fund (“**PLHA**”) and Housing Successor Agency Funds, and subsequently, on January 22, 2025, HCD notified the City that an additional \$20,504 in PLHA funds are to be distributed to the City which may be allocated to the Project; now, therefore, be it

NOW, THEREFORE, IT IS HEREBY RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CAPITOLA HEREBY DETERMINES AS FOLLOWS:

1. Resolution No. 4393, adopted on August 24, 2024, is hereby rescinded.
2. An additional sum of \$1,350,000, consisting of \$449,376 of PLHA Funds and \$900,624 of Housing Successor Funds, is hereby committed and allocated by the City to the Project in the form of an Amended and Restated Loan Agreement (“**Amended Loan Agreement**”) to thereby increase the total amount of the Loan to \$1,600,000 (the “**Project Loan**”), in the form of a subordinate construction loan, convertible to a permanent loan, subject to loan terms set forth in Exhibit A of this Resolution, to fund the construction of the Project. The City Manager is hereby authorized to negotiate, execute, enter into and implement all documents associated with or required for the Amended Loan Agreement, including but not limited to an amended promissory note to evidence the Project Loan to be secured by an amended deed of trust to be recorded against the Property, in a form approved by the City Attorney, and to amend the term of the Amended Loan Agreement, as deemed necessary by the City Manager, to require repayment of the Project Loan if Project Funding is not secured by MidPen within five years from the date of the Amended Loan Agreement.
3. The FY 2024-25 Budget is amended to reflect the additional funds consisting of \$449,376 of PLHA Funds and \$900,624 of Housing Successor Funds.
4. As a condition of the Project Loan, Borrower shall execute, enter into and record against the Property an Affordable Housing Agreement and Declaration of Restrictive Covenants (the “**Regulatory Covenant**”) with City that requires all residential housing units developed on the Property, excluding one (1) Property manager’s unit, to be available to and rented at rents affordable to households earning less than 80% of area median income for Santa Cruz County for a period of time no less than fifty-five (55) years from the date of occupancy of the Project. The City Manager is hereby authorized to negotiate, execute, enter into and implement all documents associated with or required for the Project Loan and Regulatory Covenant in a form approved by the City Attorney.

I HEREBY CERTIFY that the foregoing Resolution was passed and adopted by the City Council of the City of Capitola on January 30, 2025, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Joe Clarke, Vice Mayor

ATTEST:

Julia Gautho, City Clerk

Exhibit A

Proposed City of Capitola Project Loan Terms	
Item	Term
Borrower	MP Rail Trail Associates, L.P., a California limited partnership
Project Sponsor	MidPen Housing, a California nonprofit public benefit corporation
Project Loan Amount	\$1,350,000; to be combined with \$250,000 Predevelopment Loan; Total Project Loan amount of \$1,600,000.
Project Loan Term	55 years from Perm Conversion
Security	Project Loan Amount to be evidence by Promissory Note to be secured by a subordinate Deed of Trust recorded against the Property at the time Project construction financing is closed
Eligible Expenses	PLHA Funds: Predevelopment; Housing Successor Agency Funds: Construction and Permanent Financing
Interest Rate	3% simple interest
Amortization	N/A residual Receipts payments
Repayment	Residual Receipts



Budget Adjustment Request

Date

01/24/2025

Requesting Department*

Community Development

Type of Adjustment

- Administrative
- Council

Item #**Council Date**

1/30/2025

Council Approval

Revenues

Search

Account Number	Account Description	Increase/Decrease

Total Revenues

\$0.00

Expenditures

Search

Account Number	Account Description	Increase/Decrease
5552-00-00-000-4500.500	Initial Funding - Loans	\$900,624.00
1373-00-00-000-4500.500	Initial Funding - Loans	\$449,376.00

Total Expenditures

\$1,350,000.00

Net Impact

-\$1,350,000.00

Purpose

Allocation of Successor Agency Program Income and Permanent Local Housing Allocation (PLHA) funds for the Mid-Penn affordable housing loan.

Department Head Approval

Hertlby

Finance Director Approval

Jim Malberg

City Manager Approval

Item 7 F.

Capitola City Council

Agenda Report



Meeting: January 30, 2025

From: Community Services and Recreation Department

Subject: Short Term Wharf Events

Recommended Action: Receive report regarding the City events held on the Capitola Wharf during 2024 and provide direction regarding plans for 2025.

Background: On May 9, 2024, staff presented options for short-term Wharf use plans to the City Council. The City Council approved a plan that included three special events to be held during 2024 on the Wharf, one for a ribbon cutting/reopening and two Sunday mid-day events. The number of events was reduced to two due to a delay in the Wharf Resiliency Project completion and available weekends on the City's special event calendar. At that same meeting, Council directed staff to return in early 2025 to share lessons learned during 2024 and to develop a plan for 2025.

Staff is currently working with Fuse Architects on long-term options for the Wharf. Staff expects to present a draft of that to Council next month, then following Council review, circulate that plan for public comment. The contract with Fuse Architects calls for them to develop five conceptual options for the Wharf.

The Community Services and Recreation Department (CS&R) currently produces two other event series similar to the events that took place on the Wharf. Twilight Concerts, a permitted major special event, and Food Truck Fridays, a permitted minor special event. Twilight Concerts are musical performances with contracted sound production in Esplanade Park. Food Truck Fridays are a community event that offers three to four food trucks, a beer garden hosted by a local non-profit organization, and small-scale musical performance without contracted sound production in Monterey Park. The CS&R Department manages the contracts and all other requirements to produce these event series.

Discussion: The CS&R Department hosted two events on the Wharf in Fall 2024 to evaluate the feasibility of offering regular programming in 2025. The Wharf Reopening Event, held on September 25, 2024, was a major special event. The Brews & Beats Event, held on October 6, 2024, was planned to be a minor special event.

Highlights

Staff received resounding positive feedback from the community about the opportunity to participate in family-friendly community events.

Challenges

Staff collected feedback from the community, partner agencies, and staff members regarding the two hosted events on the Wharf. While the major special event (Wharf Reopening Event) launched as planned, there were several challenges that impacted the feasibility of repeat minor special events. Most notably, staffing limitations, traffic and parking, and number of attendees.

Venue Limitations: Staff learned that putting on events on an 855' Wharf over the ocean requires significant extra staff time. It is reasonable to expect extra staff hours during the development of a new program and also reasonable for annual event productions; however, for both events, the number of required staff hours surpassed what was expected and was significantly higher

compared to other similar event series. For example, event set-up needed to be completed during times with low public activity. This meant that unloading and set-up started much earlier compared to similar events. The portable stage proved to be effective but required a four-hour set-up time. Staff decided to keep the stage on the Wharf between events, which was a good temporary solution, but longer-term alternatives need to be identified for future events.

Food Trucks: The available space at the head of Wharf can only accommodate two small food trucks/trailers and one dessert truck per event, which is one less than originally planned. This resulted in longer lines for the public during peak times.

Booking food trucks proved challenging due to the Wharf's 10,000-pound weight limit, significantly narrowing the selection. Despite plans for electric operation to minimize generator exhaust, insufficient power outlets forced trucks to rely on generators.

Safety protocols necessitated early truck loading during periods of low public activity. This required trucks to arrive two hours earlier than at Monterey Park for Food Truck Fridays, impacting their earnings and leading to some declining participation.

Beer Garden: Both the Major and Minor Special Events, held mid-day on Wednesday and Sunday respectively, presented volunteer challenges for the Beer Garden hosts. Non-profit volunteers, crucial for operation, were less likely to participate due to the mid-day timing. Despite successful events, resupply proved difficult, requiring volunteers to walk the length of the Wharf to restock while the Beer Garden remained active.

Unlike Food Truck Friday Events, which are covered by regularly scheduled Police Department staff and security patrols, the Wharf's location necessitated dedicated security. The proximity of an alcohol retailer on the Wharf seemed to encourage public consumption within the event boundaries, requiring increased security measures.

Music: The Grand Opening Event, similar to a Twilight Concert, required a dedicated sound engineer. The Minor Special Event, modeled after Food Truck Fridays, relied on the band to provide their own sound technician. Limited electrical capacity and the need for shade structures for sound equipment presented unforeseen logistical challenges.

Weather: Both events encountered significant weather challenges. While wind was anticipated, the gusts were unexpectedly strong, requiring extra measures to secure tents and other equipment. The Minor Event also experienced extreme heat, necessitating additional shade structures.

Options for 2025 Events: Based on staff's experience, events on the Wharf take a significant amount of staff resources and would require a dedicated budget moving forward. In general, staff recommends that budgetary decisions are made during the City's established budget process. However, due to timing constraints, should the Council wish to proceed with events during Spring/early Summer 2025, staff would need to begin preparations for these events shortly. Should Council wish to focus on later Summer/Fall events, decisions regarding the event programming and associated budgets could be deferred to the FY 2025-26 budget adoption process.

Concerts: Logistically, music events have proven the most feasible to host. However, staff estimates the cost per event to be roughly \$4,000-\$7,000. In addition, staff will need to evaluate the feasibility of setting up and taking down the portable stage, or if constructing a temporary stage would prove more effective.

Food Trucks: Given the Wharf's weight constraints, transportation challenges, and the amount of time the food trucks need to dedicate to the event, it will be difficult to find food trucks for future events without incentivizing them to attend. Existing furniture on the Wharf will need to be

temporarily relocated, which may require Public Works Department staff overtime. In addition, given the small number of food trucks that meet the weight requirements, staffing in CS&R would need to be supplemented to manage events. Staff estimates that each food truck event would cost roughly \$5,000-\$7,000.

Beer Garden: Given the challenges for non-profit organizations to host events on the Wharf, in addition to the security concerns, staff recommends against including non-profit beer gardens during 2025 events. Staff is researching changes in state law that might allow for other alcohol service options and will present additional information at the meeting on January 30. Dedicated security would be necessary, which staff estimates would cost \$1,000 per event. Many of the issues associated with a beer garden could be resolved with the implementation of a long-term Wharf plan.

Restrooms: The cost of porta potties is \$1,200 per month. Staff recommends adding porta potties for nine months out of the year until the implementation of the long-term Wharf plan.

Should Council wish to proceed with some concert or food truck events on the Wharf this year, staff would begin planning events, refine costs, and include funding in the FY 2025-26 budget. It should be noted these would be General Fund dollars.

Summary: Should Council wish to have some events on the wharf during 2025, from a staffing and cost standpoint, a concert series would require the fewest additional resources. Adding in food trucks increases cost/complexity; even more so with a non-profit beer garden.

Fiscal Impact: Staff has learned that temporary Wharf programming with solutions like food trucks and non-profit hosted beer gardens necessitate significant staff time, including overtime, from the CS&R Department, Public Works Department, Police Department. The current staff workload would not be able to support a regular series of Wharf events without additional resources. This could be accomplished with the addition of a FTE or dedicated staff team, contracted event services, or a hybrid of staff and contracted event services.

At this point, costs cannot be firmly established without knowing the overall number of events (there could be some efficiency in scale). Costs for porta potties should be included moving forward for all temporary uses.

Depending on the number of planned events, and their planned scope, the cost range would be \$20,000 to \$60,000+ from the General Fund.

Fiscal impacts are dependent on the Council's direction regarding the number and type of events on the Wharf. Should Council want to see events planned for early summer 2025, staff would begin planning them now and include these costs in the proposed 2025-26 Budget. Alternatively, Council could consider Fall events during the budget process, while other priorities are also being considered.

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

Reviewed By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager

Short Term
Wharf Plan:
Events Report



RECOMMENDED ACTION

Receive report regarding events held on the Wharf during 2024, and provide direction regarding plans for 2025.



BACKGROUND

- May 9, 2024, Council approved a plan for 3 Wharf events
 - Wharf Ribbon Cutting; Wednesday September 25, 2024
 - Brews & Beats; Sunday October 6, 2024
 - 3rd event canceled due to Wharf project delay and Fall Events Calendar
- Those events help us learn about events on the Wharf for future feasibility
- Department currently produces 2 similar event series
 - Twilight Concerts & Food Truck Fridays
- City Council will receive a presentation from Fuse Architects on long-term Wharf options next month.





DISCUSSION: Highlights

Events received resounding positive feedback to have a family friendly event on the Wharf.



DISCUSSION: Challenges

- Compared to similar event series, required extra staff time to compensate for venue limitations
- Wharf has a 10,000 lb. vehicle weight limit, which limits number of vendor options
- Food truck vendors hesitant to commit due to the long set up time
- Many of the beer garden non-profits were unable to commit due to the time of day or expected volume
- Restocking during the event required walking supplies from the parking area to the event location



DISCUSSION: Challenges

- The proximity of an alcohol retailer posed security challenges as consumption crossed event boundaries
- Appropriate shade for sound equipment and stage was necessary but hard to secure
- Electrical outlet limitations impacted other vendors
- Portable stage was left on Wharf between events to reduce staff time
- Wind was expected, but gusts were strong and surprising, required extra measures for safety

2025 Events Budget



CAPITOLA
COMMUNITY SERVICES &
RECREATION

- Providing regular event series on Wharf will require staff resources and a dedicated budget
- Spring or Early Summer events would require a budget amendment now and immediate preparations by staff
- Events in later Summer or Fall could be considered with Council budget priorities and incorporated in the FY 2025-26 budget

DISCUSSION: 2025 Events



Concerts

- The most feasible option is Music only.
- Estimated cost per event \$4,000 to \$7,000
- Evaluation of stage & shade options; portable vs construction

Food Trucks

- Weight constraints of the Wharf limit the number of available local vendors
- Benches had not yet been installed, current space and solutions would need to be assessed
- Food trucks may need monetary incentive to book
- Estimated cost per event \$5,000 to \$7,000

DISCUSSION: 2025 Events



Beer Garden

- Non-profit Beer Gardens not a reliable solution
- New law as of January 1, 2025, Type 91 Beer Caterers Permit
- Dedicated security estimated per event \$1,000

Restrooms

- Cost of porta potties is \$1,200 per month and staff recommends adding for nine months out of the year until Long-Term Wharf Plan

Staff Resources

- Current workload would need additional resources (FTE, contract services, hybrid) to produce a regular event series

Summary

- Depending on number of planned events and type of event the cost range is \$20,000 to \$60,000 from General Fund
- Spring/Early Summer event series would require budget amendment now
- Summer/Fall could be evaluated as part of upcoming FY 25-26 budget process

RECOMMENDED ACTION

Provide direction regarding plans for 2025 Wharf events.





CAPITOLA
COMMUNITY SERVICES &
RECREATION

Questions

Capitola City Council

Agenda Report



Meeting: January 30, 2025

From: City Manager Department

Subject: City Council Appointments to City Advisory Bodies

Recommended Action: Appoint members of the public to the City of Capitola's Art and Cultural Commission, Commission on the Environment, Finance Advisory Committee, and Historical Museum Board; appoint a member of the public as an alternate to the Santa Cruz County Regional Transportation Commission Bicycle Advisory Committee.

Background: At the City Council meeting on January 9, 2025, Council continued this item due to the vacancy created by former Mayor Brooks' resignation from Council. On January 16, the Council appointed 6 members of the public to the Art and Cultural Commission, leaving one vacant at large seat for an upcoming Council appointment. The City Council continued further appointments to January 30th.

Members of the public are appointed to serve in a voluntary capacity on the City's advisory bodies for terms, some of which expired in December 2024. This necessitates that the Council make reappointments or new appointments for the next term.

Applications for membership on advisory bodies are accepted year-round and are valid for one year. Members who are currently serving on advisory bodies were notified of their term expiration and invited to reapply to be reappointed.

As a part of the advisory body appointment process, staff published a regular vacancy notice on the City website and through social media, and an unscheduled vacancy notice in the Santa Cruz Sentinel.

Discussion: Each of the City's advisory bodies is governed by relevant bylaws, which outline information about the appointment process of the group. More information concerning each group is listed below. Attachment 1 outlines the current composition of each group, applicants seeking reappointment, new applicants, and the next meeting date for all groups with current vacancies. Attachment 2 includes a link to all applications for appointment or reappointment on file with the City Clerk's office received on or before the printing of this agenda packet.

Art and Cultural Commission: The Art and Cultural Commission (Commission) was originally established in 1997 and advises the City Council as to the allocation of public funds for the support and encouragement of existing and new programs in the arts, and for the acquisition of works of art, and to enhance the cultural climate of the City and foster public interest in the arts. Commission Bylaws (Resolution No. 3326) state that the Commission is composed of nine members: one City Council Member (Vice Mayor Clarke), one Planning Commissioner [respectively chosen by a majority vote of each body], one artist or arts organization representative, one arts professional, and five at-large members. On January 16th, the City Council appointed an arts professional, an artist, and four at-large members to the Art and Cultural Commission. The Bylaws state that the Commission must review applications and provide a recommendation to the City Council for appointment. There are currently nine applications on file. In addition to the reappointment of returning commissioners, the Commission has recommended the appointment of Tara Hunt, Karin Anderson, Thomas Pederson, Kristina McCann and Helyne Nourishad.

Commission on the Environment: The Commission on the Environment (COE) was originally established in 2005 and provides advice and recommendations to the City Council on policy and funding matters relating to sustainability, environmental protection, climate action plan implementation and resource enhancement which benefit the City. COE Bylaws (Resolution No. 4373) state that the COE is composed of five members: a member of the City Council and four members appointed by the four City Council

members who do not serve on the COE. On December 12, 2024, the City Council appointed Melinda Orbach to serve as the City Council representative. There are currently six applications on file.

Finance Advisory Committee: The Finance Advisory Committee (FAC) was originally established in 2000 and advises the City Council on financial matters pertaining to the governing of the City, as well as on the use of fiscal resources. FAC Bylaws (Resolution No. 4365) state that the FAC is composed of seven or eight members: the Mayor, the Vice Mayor, three at-large members appointed by the City Council, and one or two business representatives recommended by the Chamber of Commerce and appointed by the City Council. On January 24th, the Chamber recommended Leslie Nielsen and Matt Arthur to be appointed as business representatives (Attachment 4). On December 12, 2024, the City Council appointed Mayor Brooks and Councilmember Pedersen to serve as Council representatives to the FAC. There are nine applications on file.

Historical Museum Board: The Historical Museum Board (Board) was originally established in 1992 and promotes a program that will bring about better understanding and appreciation by the Capitola community of its history, architecture, culture, technology, and its creative and natural environments. Board Bylaws (Resolution No. 4099) state that the Board is composed of seven members. The Bylaws state that the Commission must review applications and provide a recommendation to the City Council for appointment. There is one unscheduled vacancy and there is currently one application on file. The Board has not been able to contact the applicant, and as such, has not made any recommendations at this time.

Santa Cruz County Regional Transportation Commission (RTC) Bicycle Advisory Committee: The RTC Bicycle Advisory Committee currently has one Capitola representative on it (Paula Bradley). The RTC received an application for another Capitola resident to serve as an alternate (Attachment 3). The City Council may vote to appoint Christopher O'Connell as an alternate to the RTC Bicycle Advisory Committee.

Fiscal Impact: None.

Attachments:

1. Advisory Body Composition
2. Advisory Group Applications:
<https://www.dropbox.com/scl/fo/fz7gttmk1ubx1tal7icwa/ABeBTms6St-musROjybP57s?rlkey=b5wxi9umzysyfo0ur1512stih&st=cr2mrnbu&dl=0>
3. RTC BAC Application
4. Chamber of Commerce Recommendations

Report Prepared By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager

Capitola City Council

Attachment to Agenda Report

Meeting: January 30, 2025

From: City Manager Department

Subject: Appointments to City Advisory Bodies – Attachment 1



Arts & Cultural Commission

The Arts and Cultural Commission is composed of 5 “at large” members, 1 artist, and 1 art professional. These members each serve a two-year term. The Commission also has one representative from the Planning Commission and one representative from the City Council. There is currently one vacant “At Large” seat.

Commissioner Name	Appointed Date	Term Expiration	
Council Member Clarke	12/12/2024	12/31/2026	
TBD (Planning Commission Representative)		12/31/2026	
Jill Payonzeck Lengre (At Large)	1/16/2025	12/31/2026	
Esther Sylvan (At Large)	1/16/2025	12/31/2026	
Mary Beth Cahalen (At Large)	1/16/2025	12/31/2026	
Laurie Hill (At Large)	1/16/2025	12/31/2026	
Roy Holmberg (Artist)	1/16/2025	12/31/2026	
Roy Johnson (Art Professional)	1/16/2025	12/31/2026	
Jennifer Pepiot (nee Major) (At Large)	7/27/2023	12/31/2024	Seeking Reappointment
James Wallace (At Large)	1/27/2022	12/31/2024	Seeking Reappointment
John Mulry (Artist and At Large)	N/A	N/A	New Applicant
Karin Anderson (At Large)	N/A	N/A	New Applicant
Kristina McCann (At Large)	N/A	N/A	New Applicant
Tara Hunt (At Large)	N/A	N/A	New Applicant
Helynn Nourishad (Artist, Arts Pro., At Large)	N/A	N/A	New Applicant
Thomas Pedersen (Artist, Arts Pro., At Large)	N/A	N/A	New Applicant

Commission on the Environment

The Commission on the Environment is composed of 4 members, each appointed by a City Council Member, and one City Council representative. These members each serve a two-year term. The Commission also has one representative from the City Council.

Commissioner Name	Appointed Date	Term Expiration	
Council Member Orbach	12/12/2024	12/31/2026	
Jason Shepardson (Brown)	3/24/2022	12/31/2024	
Peter Wilk (Pedersen)	1/12/2023	12/31/2024	
Anthony Lacenere (Clarke)	1/12/2023	12/31/2024	
Michelle Beritzhoff-Law (Brooks)	1/12/2023	12/31/2024	Seeking Reappointment
Dennis Norton	N/A	N/A	New Applicant
Michael Maroney	N/A	N/A	New Applicant
Neal Savage	N/A	N/A	New Applicant
John Mulry	N/A	N/A	New Applicant
Manuel Castro	N/A	N/A	New Applicant

Finance Advisory Committee

The Finance Advisory Committee is composed of 3 members appointed by the City Council and two business representatives who are nominated by the Capitola Chamber of Commerce and appointed by the City Council. These members each serve a two-year term. The Commission also has two representatives from the City Council. The next meeting of the Commission is February 18th, 2025.

Commissioner Name	Appointed Date	Term Expiration	
Mayor Brooks	12/12/2024	12/31/2026	
Council Member Pedersen	12/12/2024	12/31/2026	
Laura Alioto (Clarke)	1/12/2023	12/31/2024	
Anthony Rovai (Keiser)	1/12/2023	12/31/2024	Seeking Reappointment
Michelle Coffman (Brooks)	1/12/2023	12/31/2024	Seeking Reappointment
Anthony Guajardo (Business Rep.)	6/27/2024	12/31/2024	Seeking Reappointment
Matt Arthur (Business Rep.)	6/27/2024	12/31/2024	Seeking Reappointment
Leslie Nielsen (Business Rep.)	N/A	N/A	New Applicant
Keith Cahalen (At Large)	N/A	N/A	New Applicant
John Mulry (Business Rep. and At Large)	N/A	N/A	New Applicant
Emeline Nguyen (At Large)	N/A	N/A	New Applicant
Daniel Castagnola (Business Rep.)	N/A	N/A	New Applicant

Historical Museum Board

The Historical Museum Board is composed of 7 members. These members each serve a three-year term. The next meeting of the Commission is February 6th, 2025.

Commissioner Name	Appointed Date	Term Expiration	
Emmy Mitchell-Lynn (President)	6/9/2022	6/30/2025	
Roger Wyant (Vice President)	7/25/2024	6/30/2027	
Gordon van Zuiden	6/9/2022	6/30/2025	
Enrique Dolmo	1/12/2023	6/30/2025	
Antonia Alldredge	7/25/2024	6/30/2027	
Brian Legakis	7/25/2024	6/30/2027	
Vacant	8/25/2022	6/30/2025	
Helynne Nourishad	N/A	N/A	New Applicant

Key

Applicants Seeking Reappointment
Applicants Leaving Office (Not Reapplying)
New Applicants
City Council Representatives

COMMITTEE APPOINTMENT APPLICATION

Santa Cruz County Regional Transportation Commission (SCCRTC) Bicycle Advisory Committee

The Bicycle Advisory Committee consists of eleven seats: one for each city within Santa Cruz County, one for each of the county supervisorial districts, one representing the Bike to Work program, and one representing the Community Traffic Safety Coalition. Each has an alternate member appointed in the case that the primary member is unable to attend a meeting.

Meetings are usually held the second Monday of the month, up to 8 times per year, from 5:30 p.m. to 8:00 p.m. in the Santa Cruz County Regional Transportation Commission conference room, located at 1101 Pacific Avenue Ste. 250 in downtown Santa Cruz. One or two meeting per year are typically held in mid- or south-county. Please refer to the Committee description and bylaws for more information: <https://sccrtc.org/meetings/bike-committee/>.

If you are interested in serving on this committee, we recommend reviewing the by-laws and attending a meeting to familiarize yourself with the committee process. After doing so, please complete this application and email a signed copy to ttravers@sccrtc.org or return a printed copy to the RTC office.

Name:	Christopher O'Connell
Home address:	[REDACTED] Capitola, CA 95010
E-mail:	smokinoke@gmail.com
Phone:	[REDACTED]
Length of residence in Santa Cruz Co.:	14 years

I am applying to represent:

- City of Capitola
- City of Scotts Valley
- Other: ___Capitola___ Yes, would consider a different position _____

I would consider a different position

- Yes
- No

Previous experience on a government commission or committee: (Please describe the committee/commission's purpose and your role.)

[Empty text box for previous experience]

Other Relevant Work or Volunteer Experience

Organization	Location	Position	Dates
SC Friends of the Rail Trail	Santa Cruz, CA	Board Member	2013-2017
ABC Masconomet	Topsfield, MA	Board Member	2004-2008
Topsfield Linear Common Rail/Trail	Topsfield, MA	Board Member	2000-2004

Statement of Qualifications: Please describe why you are interested in serving on this committee and why you are qualified for the appointment. If you have served on this committee in the past, please summarize your accomplishments on the committee and indicate which of the committee's potential future endeavors most interest you.

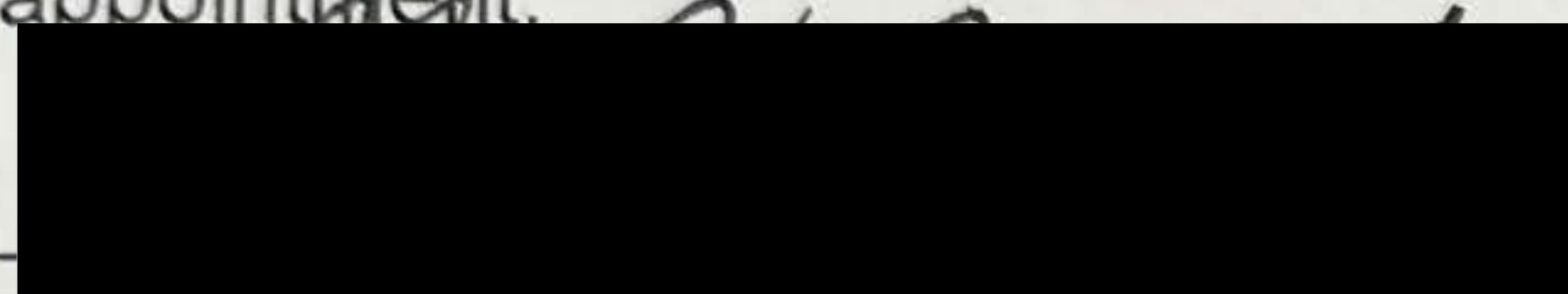
[Empty text box]

[Empty text box]

Lifelong cyclist and cycling advocate. Lengthy experience moving biking projects forward from start to finish.

Diversity of Representation: Please describe whether you are someone whose background or community is not well represented in local government and decision-making. For example, non-white, young adult, senior over 75, immigrant, very low income, unhoused, disabled, or of marginalized gender or sexuality:

Certification: I certify that the above information is true and correct and I authorize the verification of the information in the application in the event I am a finalist for the appointment.



Signature

10/14/2024

Date

Return Application to: SCCRTC Attn: Tommy Travers
1101 Pacific Avenue Ste. 250
Santa Cruz, CA 95060
Or email: ttravers@sccrtc.org

Questions or Comments: Contact Tommy Travers at (831) 460-3200 or by email at ttravers@sccrtc.org.



January 23, 2025

City of Capitola
Finance Director
420 Capitola Avenue
Capitola, Ca 95010

Subject: Capitola-Soquel Chamber Recommendation to Finance Advisory Committee

Dear Jim,

On behalf of the Capitola-Soquel Chamber of Commerce, I am pleased to recommend Leslie Nielsen and Matt Arthur for positions on the Finance Advisory Committee. Both individuals possess exemplary qualifications and bring knowledge and experience that would contribute significantly to the committee's mission of ensuring fiscal responsibility and community-focused decision-making. We believe their combined strengths and commitment to Capitola's growth and well-being would be invaluable.

Thank you for considering these qualified candidates. If you need further information, please feel free to contact me at the Capitola-Soquel Chamber of Commerce at (831) 475-6522 or via email at carrie@capitolachamber.com.

Sincerely,

A handwritten signature in black ink that reads "Carrie Arnone".

Carrie Arnone | CEO
Capitola-Soquel Chamber of Commerce

APPOINTMENTS TO CITY ADVISORY BODIES

JANUARY 16, 2024

STAFF RECOMMENDS:

- Appoint members of the public to the City of Capitola's Art and Cultural Commission, Commission on the Environment, and Finance Advisory Committee
- Appoint an alternate member of the public to represent Capitola on the RTC's Bicycle Advisory Committee

ART AND CULTURAL COMMISSION:

- Arts and Cultural Commission is composed of 5 “at large” members, 1 artist, and 1 art professional. The Commission also has one rep from the Planning Commission and one rep from the City Council.
- These members each serve a two-year term, with terms expiring December 2026.
- One applicant withdrawn: James Wallace

ART AND CULTURAL COMMISSION APPOINTMENTS:

Seat	Appointee
Council Representative	Clarke
Planning Commission Representative	Appointed by the Planning Commission
At Large	Jill Payonzeck Lengre
At Large	Esther Sylvan
At Large	Laurie Hill
At Large	Mary Beth Cahalen
At Large	
Artist	Roy Holmberg
Art Professional	Roy Johnson

COMMISSION ON THE ENVIRONMENT:

- Commission on the Environment is composed of 4 members, each appointed by a City Council Member, and one City Council Representative.
- These members each serve a two-year term, with terms expiring December 2026.

COMMISSION ON THE ENVIRONMENT APPOINTMENTS:

Seat	Appointee
Council Representative	Orbach
(TBD) Appointee	
Clarke Appointee	
Jensen Appointee	
Pedersen Appointee	

FINANCE ADVISORY COMMITTEE:

- Finance Advisory Committee is composed of 3 members appointed by the City Council and 2 business representatives who are nominated by the Capitola Chamber of Commerce and appointed by the City Council. The Committee also has two representatives from the City Council.
- These members each serve a two-year term, expiring December 2026.
- Chamber of Commerce Recommendations:
 - Leslie Nielsen
 - Matt Arthur

FINANCE ADVISORY COMMITTEE APPOINTMENTS:

Seat	Appointee
Council Representative	Vacant (TBD)
Council Representative	Pedersen
Regular	
Regular	
Regular	
Business Representative	
Business Representative	

HISTORICAL MUSEUM BOARD:

- Historical Museum Board is composed of 7 members. These members each serve a three-year term, expiring June 2027.
- Next meeting is of the Board is February 6th, 2025. There is one unscheduled vacancy, the term will expire June 30th, 2025.
- Staff recommends continuing recruitment

SCC RTC BICYCLE ADVISORY COMMITTEE

- Nominate a member of public as an alternate to represent Capitola on RTC Bicycle Advisory Committee
 - One Applicant: Christopher O’Connell

Capitola City Council

Agenda Report



Meeting: January 30, 2025
From: Community Development Department
Subject: CDBG Program Income Funds

Recommended Action: 1) Conduct a public hearing and receive public comment regarding Program Income and its eligible uses; 2) adopt a resolution allocating \$160,240.62 of Program Income for the Community Center Rehabilitation Project; and 3) adopt a resolution amending the FY 2024-25 budget.

Background: The City of Capitola has successfully completed several Community Development Block Grant (CDBG) funded programs and projects over the past several years, some of which generate Program Income. Program Income is defined as the gross income that is directly generated from CDBG funded activity, such as homebuyer loans, housing rehabilitation loans, etc. When these monies are loaned out and then repaid to the City, they take the form of Program Income. Program Income is regulated by the State Department of Housing and Community Development (HCD) and the City's Program Income must be obligated to a project before any grant funds are drawn from a grant or must be paid back to the State. These monies keep the same federal ties so long as they are Program Income.

Discussion: At the end of December 2024, staff received a loan payoff from a prior housing rehabilitation loan in the amount of \$160,240.62. The loan originated from a 2014 CDBG grant, thus the funds that have now been deposited are considered CDBG Program Income.

On January 16th, staff opened bids for the Community Center Rehabilitation Project that will primarily be funded with CDBG funds (State contract 23A-CDBG-20002). Based on the bids received, staff has determined that a budget shortfall exists. Staff is now seeking Council authorization to allocate the \$160,240.62 of Program Income to this project. Upon authorization, staff would work with HCD to amend the current contract to include these monies. Not only would this satisfy HCD's Program Income requirements of obligating these funds before any grant funds are drawn down but would also close the budget gap that currently exists for this project. Staff believes this is the best and most efficient way to utilize these extra dollars.

Fiscal Impact: The \$160,240.62 in Program Income is all grant funds. The City's grant administrator, Adams Ashby Group, will coordinate the amendment efforts through their existing contract which utilizes grant funds from the contract cited above. No general funds or fiscal impact should be incurred by the City.

Attachments:

1. CDBG Resolution
2. Public Hearing Notice
3. Budget Amendment Resolution
4. Budget Amendment

Report Prepared By: Katie Herlihy, Community Development Director

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

Approved By: Jamie Goldstein, City Manager

Resolution of the Governing Body

RESOLUTION NO. Insert Number

A RESOLUTION APPROVING AN APPLICATION FOR FUNDING AND THE EXECUTION OF A GRANT AGREEMENT AND ANY AMENDMENTS THERETO FROM THE 2024 FUNDING YEAR OF THE STATE CDBG PROGRAM

BE IT RESOLVED by the City Council of the **City** of Capitola as follows:

SECTION 1:

The City Council has reviewed and hereby approves the submission to the State of California of one or more application(s) in the aggregate amount, not to exceed, of \$160,240.62 for the following CDBG activities, pursuant to the and 2024 CDBG NOFA:

List activities and amounts

Activity (e.g. Public Services, Infrastructure, etc.)	Dollar Amount Being Requested for the Activity
Community Center Rehabilitation Project (23A-CDBG-20002)	\$ 160,240.62
	\$
	\$
	\$
	\$

SECTION 2:

The **City Council** hereby approves the use of Program Income in an amount not to exceed \$160,240.62 for the CDBG activities described in Section 1.

SECTION 3:

The **City Council** acknowledges compliance with all state and federal public participation requirements in the development of its application(s).

SECTION 4:

The **City Council** hereby authorizes and directs the City Manager or designee*, to execute and deliver all applications and act on the **City's** behalf in all matters pertaining to all such applications.

SECTION 5:

If an application is approved, the City Manager or designee*, is authorized to enter into, execute and deliver the grant agreement (i.e., Standard Agreement), any recordable or nonrecordable contract documents, and any and all subsequent amendments thereto with the State of California for the purposes of the grant.

SECTION 6:

If an application is approved, the City Manager or designee*, is authorized to sign and submit Funds Requests and all required reporting forms and other documentation as may be required by the State of California from time to time in connection with the grant.

PASSED AND ADOPTED at a regular meeting of the City Council of the **City** of Capitola held on 1/30/2025 by the following vote:

AYES: Enter # of votes or names

ABSENT: Enter # absentees or names

NOES: Enter # of votes or names

ABSTAIN: Enter # of abstains or names

Enter Name and Title.
City Council

STATE OF CALIFORNIA
City of Capitola

I, Julia Gautho, **City** Clerk of the **City** of Capitola, State of California, hereby certify the above and foregoing to be a full, true and correct copy of a resolution adopted by said City Council on this 30th day of January, 2025 and that said resolution has not been amended, modified, repealed, or rescinded since its date of adoption and is in full force and effect as of the date hereof.

By: Julia Gautho, City Clerk of the City of Capitola, State of California

**NOTICE OF PUBLIC HEARING
CITY OF CAPITOLA
CDBG PROGRAM INCOME COMMITMENT AND APPLICATION**

NOTICE IS HEREBY GIVEN that the City of Capitola will conduct a public hearing on **Thursday, January 30, 2025**, beginning at the hour of 6 p.m. in the City Council Chambers, 420 Capitola Avenue, Capitola, California, to discuss the commitment of Community Development Block Grant (CDBG) Program Income (PI) funds and to solicit public input regarding how these funds will be allocated.

Under the CDBG Program, there are specific rules and requirements associated with the management and use of Program Income received by grantees. Program Income are monies that have been loaned out in various forms (i.e. housing rehab loan, homebuyer assistance loan) and are paid back to the City via a loan payoff or sale in property. Program Income constitutes federal CDBG funds and must be expended and used in compliance with all CDBG statutes and regulations once they have been returned to the City.

The City is proposing to commit up to \$161,000 in Program Income towards the Community Center Rehabilitation project.

The agenda and staff reports will be available the Friday before the public hearing. You may view this information on the City's website at cityofcapitola.org. Remote access for this meeting is available at <https://www.youtube.com/channel/UCJgSsB5qqoS7CcD8lq9Yw1q> and live on Spectrum Cable Television channel 8. If you require special assistance in order to attend the meeting, including needs addressed by the Americans with Disabilities Act, notify the City at least 3 days prior to the meeting by calling 831-475-7300. If you are unable to attend the public hearing, you may direct written comments to the City of Capitola, Attn: Community Development, 420 Capitola Avenue, Capitola, CA 95010, or email kherlihy@ci.capitola.ca.us.

The City of Capitola promotes fair housing and makes all its programs available to low- and moderate-income families regardless of age, race, color, religion, sex, national origin, sexual orientation, marital status, or handicap.

For further information, please contact the City Clerk at 831-475-7300 during normal business hours, write to the City of Capitola, 420 Capitola Avenue, CA 95010, or via email at jgautho@ci.capitola.ca.us.

Posted 1/17/2025 City Hall

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
AMENDING THE 2024-25 FISCAL YEAR CITY BUDGET AND CAPITAL IMPROVEMENT
PROGRAM BUDGET**

WHEREAS, it is necessary to adopt the 2024-25 Fiscal Year Budget for all City funds and Capital Improvement Program; and

WHEREAS, the City Council conducted budget study sessions, heard and considered public comments, had modified and proposed a budget accordingly, and on June 27, 2024, adopted such budget for the Fiscal Year July 1, 2024, through June 30, 2025; and

WHAREAS, the City Council previously amended the FY 2024-25 Fiscal Year Budget on September 24, 2024; and

WHEREAS, since the adoption of the budget the City has received a Community Development Block Grant (CDBG) loan payoff in the amount of \$160,240; and

WHEREAS, it is necessary to amend the Fiscal Year 2024-25 Adopted Budget to allocate \$160,240 CDBG funds to the Jade Street Community Center Rehabilitation project; and

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Capitola that the 2024-25 Fiscal Year Budget is hereby amended, including Exhibit A (Budget Amendment) to this Resolution; and

BE IT FURTHER RESOLVED that the Finance Director is directed to enter the budget into the City's accounting records in accordance with appropriate accounting practices, and the City Manager, with the Finance Director's assistance, shall assure compliance therewith.

I HEREBY CERTIFY that the foregoing Resolution was passed and adopted by the City Council of the City of Capitola on the 30th day of January 2025, by the following vote:

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

Joe Clark, Vice Mayor

ATTEST:

Julia Gautho, City Clerk



Budget Adjustment Request

Date

01/21/2025

Requesting Department *

Community Development

Type of Adjustment

- Administrative
- Council

Item #

Council Date

1/30/2025

Council Approval

Revenues

Search

Account Number	Account Description	Increase/Decrease
1350-00-00-000-3910.351	Interfund Transfer In - CDBG PI	\$ 160,240.62

[+ Add](#)

Total Revenues

\$ 160,240.62

Expenditures

Search

Account Number	Account Description	Increase/Decrease
1351-00-00-000-4910.351	Interfund Transfer Out - CDBG	\$ 160,240.62

[+ Add](#)

Total Expenditures

\$ 160,240.62

Net Impact

\$ 0.00

Purpose

Transfer CDBG Program Income to the CDBG fund for Community Center Renovation Project.

Department Head Approval

Hertley

Finance Director Approval

Jim Malberg

City Manager Approval

Jamie Goldstein

Comments:

Submit



CDBG Grant Resolution

Action Summary

- 1) Conduct a public hearing regarding CDBG Program Income
- 2) Adopt a resolution allocating \$160,240.62 of Program Income for the Community Center Rehabilitation Project, and
- 3) Amend FY 2024-25 budget



CDBG Grant Resolution

Community Development Block Grant (CDBG) Program

2023 CDBG

- \$3.3 million Jade Street Community Center

CDBG Program Income

- December 2024, Loan payoff \$160,240.62.
- Loan was from 2014 CDBG rehabilitation grant
- City must obligate Program Income funds before Community Center funds drawn down



CDBG Grant Resolution

Community Development Block Grant (CDBG) Program

Jade Street Community Center

- \$3.3 million new CDBG
- \$160,240 CDBG Program Income



CDBG Grant Resolution

RECOMMENDED ACTION:

- 1) Conduct a public hearing and receive public comment regarding Program Income and its eligible uses;
- 2) Adopt a resolution allocating \$160,240.62 of Program Income for the Community Center Rehabilitation Project; and
- 3) Adopt a resolution amending FY 2024-25 budget.



CDBG Grant Resolution

What qualifies as a CDBG Activity?

- 1. Public Services**
- 2. Public Facility**
- 3. Housing for Homeless**
- 4. Economic Development**

Capitola City Council

Agenda Report

Meeting: January 30, 2025

From: Public Works Department

Subject: Community Center Renovation Project



Recommended Action: Staff recommends the City Council: 1) approve the construction contract for the Capitola Community Center Renovation Project with SSB Contracting, Inc. in the amount of \$4,726,000, including selected additive alternates.; 2) authorize the Public Works Department to issue a notice to proceed upon final contract execution; 3) approve Amendment 3 to the Professional Services Agreement with Boone Low Ratliff Architects for design consultant services for the Project in the amount of \$18,320, for a total contract amount of \$579,033; and 4) adopt a resolution adopting the NEPA and CEQA determination and amending the FY 2024-25 Budget.

Background: The Capitola Community Center Renovation Project is intended to modernize the facility and ensure compliance with the Long-Term Use Agreement (LTUA) with the Soquel Union Elementary School District. Over the past year, project funding was secured, design documents were finalized, and site preparations were completed.

Earlier this year, asbestos abatement was successfully completed, and the Community Services and Recreation Department temporarily relocated to Opal Cliffs School to ensure uninterrupted programming during the renovation.

The project focuses on a comprehensive upgrade to the existing 5,792-square-foot, single-story building, which was originally built in 1985. These renovations will ensure the facility meets modern standards for accessibility, functionality, and efficiency.

Exterior improvements will include replacing the building's roof and siding, repairing or replacing rafters and concrete piers, and addressing damaged stucco walls. New windows will be added, and all existing exterior doors and windows will be replaced. A shed roof will be installed at the main entry to provide a welcoming and sheltered entrance.

Inside the building, the upgrades will include the addition of a single-user accessible restroom, a new office, and a permanent divider between two meeting spaces. Existing offices, the reception area, restrooms, and the kitchen will be enhanced with new finishes throughout. Modern mechanical systems, including a new HVAC system, water heater, and electrical upgrades, will ensure the building operates efficiently.

To improve accessibility, upgrades will be made to the parking area and the paths of travel to ensure compliance with current accessibility standards.

In addition to the core project, three additive alternates were included in the bid to provide flexibility based on available funding. These alternates focus on landscaping and irrigation, kitchen and acoustic upgrades, generator enhancements, audio/visual (AV) equipment, and exterior site improvements (such as electric vehicle (EV) charging stations).

Although budget constraints prevent the full realization of the outdoor improvements in this phase, the project has been designed to allow for future-phased work as additional funding becomes available.

Discussion: The City advertised the project for construction bids on October 31, 2024, and held a mandatory pre-bid conference and job walk on November 20, 2024. On January 16, 2025, the City received bids from six contractors, and SSB Contracting, Inc. was identified as the lowest responsive and responsible bidder with a base bid of \$3,756,369.

The project's design allows for flexibility through additive alternates, enabling adjustments based on available funding.

Table 1. Project Funding Sources

Funding Source	Amount
FY 22-23 Budget	\$150,000
FY 24-25 Budget	\$1,650,000
CNRA Grant	\$1,000,000
CDBG Grant	\$3,200,000
CDBG Program Income Funds	\$160,240
Total Project Funding	\$6,160,240

Potential funding is still pending from a 2024 CDBG application, which could fund additional exterior improvements.

Table 2. Project Costs

Expense	Amount
Design	\$579,033
Construction Management	\$300,000
Pre-Project Modifications	\$34,000
Total Pre-Construction Costs	\$913,033
Funds Remaining for Construction	\$5,247,207

The project includes costs for design, project management, asbestos abatement, and temporary relocation of Community Services and Recreation Department staff.

Staff recommends proceeding with the base bid and the following alternates, tabulated in Table 3 below:

- B1 (Kitchen and Pantry): Includes new appliances and metal shelving (excluding sinks).
- B2 (Acoustic Improvements): Installation of sound systems, audio-visual equipment, and wall-mounted TVs in meeting rooms, including data installation.
- B4 (Audio-Visual Equipment): Installation of AV equipment as specified.
- C1, C3, C4 (Exterior ADA Improvements): Includes ADA site improvements initially listed as alternates. These improvements are necessary for accessibility and should proceed with the base project.
- C2 (EV Charging): EV charging improvements are required per the building code.

Alternates Not Recommended at This Time

- B3 (Generator Upgrade): The building's generator is relatively new and fully functional. This upgrade can be deferred without disrupting the building.
- A (Patio Improvements): Add Alternate A encompasses comprehensive patio improvements, including demolition of the existing concrete surfaces, installation of new decorative paving, softscape enhancements, and irrigation upgrades. The improvements also feature additional outdoor furniture, landscaping, and lighting to enhance functionality and aesthetics. While these upgrades would significantly improve the outdoor spaces and provide additional amenities for public use, the current budget does not allow for full implementation of this scope.

Some elements of Additive Alternate A may be incorporated into the project using the contingency budget, depending on the remaining funds and the feasibility of including specific components without affecting the project's overall schedule. This approach ensures that the City can address priority aspects of the patio improvements while remaining fiscally responsible. Any work included from this alternate will be coordinated with the contractor to avoid disrupting other planned construction activities.

The remainder of the scope will be deferred and can be completed in a subsequent phase if the pending CDBG funding is approved. By deferring portions of the patio improvements, staff can minimize additional mobilization costs and integrate the work seamlessly into a future project.

Table 3. Proposed Contract Price

Item	Bid Price	Staff Recommendation
Base Bid	\$3,756,369	\$3,756,369
Alternate A - Landscape	\$959,808	\$0
Alternate B1 - Kitchen & Pantry	\$79,858	\$79,858
Alternate B2 - Acoustic Improvements & Finishes	\$126,632	\$126,632
Alternate B3 - Generator Upgrades	\$159,741	\$0
Alternate B4 - AV Equipment	\$60,548	\$60,548
Alternate C1 - Exterior Site Improvements	\$470,406	\$470,406
Alternate C2 - EV Charging	\$170,379	\$170,379
Alternate C3 - Landscape & Irrigation	\$17,359	\$17,359
Alternate C4 - Site Electrical	\$43,516	\$43,516
Total Contract Price	\$5,894,616	\$4,725,067
	Contingency (approximately 9.5%)	\$447,140
	PG&E Service Upgrade	\$75,000
	Total Construction Budget	\$5,247,207

An amendment to the contract with Boone Low Ratliff Architects is required to address additional design revisions necessitated by the federal bidding process associated with grant funding. This cost is included in the project costs in Table 2 above.

Construction is expected to begin in early February 2025, with an estimated completion date in early 2026.

Fiscal Impact: The project received substantial funding, including a \$1 million grant from the California Natural Resources Agency (CNRA) and a \$3.2 million allocation from the Community Development Block Grant (CDBG) program.

The updated project budget includes costs for design, construction, asbestos abatement, and temporary relocation.

Table 5. Project Funding and Cost Summary

Project Funding Sources	
FY 22-23 Budget	\$150,000
FY 24-25 Budget	\$1,650,000
CNRA Grant	\$1,000,000
CDBG Grant	\$3,200,000
CDBG Program Income Funds	\$160,240
Total Project Funding	\$6,160,240
Project Costs	
Design	\$579,033
Construction	\$5,247,207
Construction Management	\$300,000
Pre-Project modifications	\$34,000
Total Project Costs	\$6,160,240

Environmental Determination: The proposed project is categorically excluded under the National Environmental Policy Act (NEPA) according to 24 CFR 58.35(a). It is also exempt from the California Environmental Quality Act (CEQA) under Section 15301 of the CEQA guidelines, which pertains to existing facilities. The facilities and improvements will be retained in the same use without expansion and will have no significant environmental impact.

Attachments:

1. [Project Plans](#)
2. Boone Low Ratliff Architects Contract Amendment No. 3
3. Agreement with SSB Contracting, Inc.
4. Resolution Adopting CEQA/NEPA Findings & Amending the FY 2024-25 Budget
5. Budget Amendment

Report Prepared By: Jessica Kahn, Public Works Director

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

Approved By: Jamie Goldstein, City Manager

3RD AMENDMENT TO THE
PROFESSIONAL SERVICES AGREEMENT WITH BOONE LOW RATLIFF ARCHITECTS,
INC. FOR COMMUNITY CENTER RENOVATION PROJECT

between

CITY OF CAPITOLA AND BOONE LOW RATLIFF ARCHITECTS, INC.

The City of Capitola and Boone Low Ratliff Architects, Inc., hereby agree to the following Amendment(s) to the Contract dated February 23, 2023:

- 1) Increase the budget amount by \$18,320.00 for final design documents.

All other terms and conditions of the Professional Services Agreement remain in full force and effect.

CONTRACTOR: BOONE LOW RATLIFF ARCHITECTS, INC.

By:

Date: _____

CITY OF CAPITOLA

By: Benjamin Goldstein, City Manager

Date: _____

DOCUMENT 00 5200

AGREEMENT

THIS AGREEMENT, dated this 30th day of **January**, 2025, by and between **SSB contracting, Inc.** whose place of business is located at **1161 Terven Avenue, Salinas, CA (Contractor)**, and **CITY OF CAPITOLA**, a political subdivision of the State of California (**Owner**), acting under and by virtue of the authority vested in Owner by the laws of the State of California.

COMMUNITY CENTER RENOVATION PROJECT

at 4400 Jade Street, Capitola, CA 95010

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, Contractor and Owner agree as follows:

ARTICLE 1 SCOPE OF WORK OF THE CONTRACT

1.01 Work of the Contract

- A. Contractor shall complete all Work specified in the Contract Documents, in accordance with the Specifications, Drawings, and all other terms and conditions of the Contract Documents (**Work**).

1.02 Price for Completion of the Work

Owner shall pay Contractor the following Contract Sum of Four Million Seven Hundred Twenty Six Thousand Dollars (**\$4,726,000**) for completion of Work in accordance with Contract Documents as set forth in Contractor's Bid, attached hereto.

Base Bid	\$3,756,369
Alternate B1	\$79,858
Alternate B2	\$126,632
Alternate B4	\$60,548
Alternate C1	\$470,406
Alternate C2	\$170,379
Alternate C3	\$17,359
Alternate C4	\$43,516
Allowance for Roof Modifications	\$50,000
Total Contract Sum	\$4,725,067

- A. The Contract Sum includes all allowances (if any).
- B. The Contract Sum is all inclusive and includes all Work; all federal, state, and local taxes on materials and equipment, and labor furnished by Contractor, its subcontractors, subconsultants, architects, engineers, and" vendors or otherwise arising out of Contractor's performance of the Work, including any increases in any such taxes during the term of this Agreement; and any duties, fees, and royalties imposed with respect to any materials and equipment, labor or services. The taxes covered hereby include (but are not limited' to) occupational, sales, use, excise,

unemployment, FICA, and income taxes, customs, duties, and any and all other taxes on any item or service that is part of the Work, whether such taxes are normally included in the price of such item or service or are normally stated separately. Notwithstanding the foregoing, each party shall bear such state or local inventory, real property, personal property or fixtures taxes as may be properly assessed against it by applicable taxing authorities.

COMMENCEMENT AND COMPLETION OF WORK

1.03 Commencement of Work

- A. Contractor shall commence Work on the date established in the Notice to Proceed.
- B. Owner reserves the right to modify or alter the Commencement Date.

1.04 Completion of Work

- A. Contractor shall achieve Substantial Completion of the entire Work within **365 Calendar Days** from the Commencement Date.
- B. Contractor shall achieve Final Completion of the entire Work within **425 Calendar Days** from the Commencement Date.

ARTICLE 2 PROJECT REPRESENTATIVES

2.01 Owner’s Project Manager

- A. Owner has designated the Public Works Director as its Project Manager to act as Owner’s Representative in all matters relating to the Contract Documents. If Project Manager is an employee of Owner, Project Manager is the beneficiary of all Contractor obligations to Owner including, without limitation, all releases and indemnities.
- B. Project Manager shall have final authority over all matters pertaining to the Contract Documents and shall have sole authority to modify the Contract Documents on behalf of Owner, to accept work, and to make decisions or actions binding on Owner, and shall have sole signature authority on behalf of Owner.
- C. Owner may assign all or part of the Project Manager’s rights, responsibilities and duties to a Construction Manager, or other Owner Representative.

2.02 Contractor’s Project Manager and Other Key Personnel

- A. Contractor has designated [_____] as its Project Manager to act as Contractor’s Representative in all matters relating to the Contract Documents.
- B. Contractor has designated the following other Key Personnel for the Project:

<u>Name</u>	<u>Position</u>
_____	_____
_____	_____
_____	_____

ARTICLE 3 LIQUIDATED DAMAGES FOR DELAY IN COMPLETION OF WORK

3.01 Liquidated Damage Amounts

- A. As liquidated damages for delay Contractor shall pay Owner Five Thousand dollars (\$5,000.00) for each Day that expires after the time specified herein for Contractor to achieve Substantial Completion of the entire Work, until achieved.
- B. As liquidated damages for delay Contractor shall pay Owner Two Thousand Five Hundred dollars (\$2,500.00) for each Day that expires after the time specified herein for Contractor to achieve Final Completion of the entire Work, until achieved.

3.02 Scope of Liquidated Damages

- A. Measures of liquidated damages shall apply cumulatively.
- B. Limitations and stipulations regarding liquidated damages are set forth in Document 00 7200 (General Conditions).

ARTICLE 4 CONTRACT DOCUMENTS

4.01 Contract Documents consist of the following documents, including all changes, Addenda, and Modifications thereto:

Document 00 5100	Notice of Award
Document 00 5200	Agreement
Document 00 5500	Notice to Proceed
Document 00 6113.13	Construction Performance Bond
Document 00 6113.16	Construction Labor and Material Payment Bond
Document 00 6290	Escrow Agreement for Security Deposits
Document 00 6325	Substitution Request Form
Document 00 6530	Release of Claims
Document 00 6536	Guaranty
Document 00 7200	General Conditions
Document 00 7301	Supplemental General Conditions
Document 00 7316	Supplemental Conditions – Insurance and Indemnification
Document 00 7320	COVID Requirements
Document 00 7324	In-Use Off-Road Diesel-Fueled Fleets Regulation
Document 00 7380	Apprenticeship Program
Document 00 9113	Addenda 1-6
Specifications	Divisions 1 through 33
Drawings, Table, Schedules listed in Document 00 0115	

4.02 There are no Contract Documents other than those listed above. The Contract Documents may only be amended, modified or supplemented as provided in Document 00 7200 (General Conditions).

ARTICLE 5 MISCELLANEOUS

5.01 Terms and abbreviations used in this Agreement are defined in Document 00 7200 (General Conditions) and Section 01 4200 (References and Definitions) and will have the meaning indicated therein.

5.02 Contractor and Owner understand and agree that in no instance are the persons signing this Agreement for or on behalf of Owner or acting as an employee, agent, or representative of Owner, liable on this Agreement or any of the Contract Documents, or upon any warranty of authority, or otherwise. Contractor and Owner further understand and agree that liability of Owner is limited and confined to such liability as authorized or imposed by the Contract Documents or applicable law.

5.03 Pursuant to Labor Code Section 1771(a), Contractor represents that it and all of its Subcontractors are currently registered and qualified to perform public work pursuant to Labor Code Section 1725.5. Contractor covenants that any additional or substitute Subcontractors will be similarly registered and qualified.

5.04 In entering into a public works contract or a subcontract to supply goods, services or materials pursuant to a public works contract, Contractor or Subcontractor offers and agrees to assign to the awarding body all rights, title and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. § 15) or under the Cartwright Act (Chapter 2 (commencing with § 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services or materials pursuant to the public works contract or the subcontract. This

assignment shall be made and become effective at the time Owner tenders final payment to Contractor, without further acknowledgment by the parties.

5.05 Copies of the general prevailing rates of per diem wages for each craft, classification, or type of worker needed to execute the Contract, as determined by Director of the State of California Department of Industrial Relations and are deemed included in the Contract Documents, and shall be made available to any interested party on request. Pursuant to Labor Code Sections 1860 and 1861, in accordance with Labor Code Section 3700, every contractor will be required to secure the payment of compensation to Contractor's employees. Contractor represents that it is aware of the provisions of Labor Code Section 3700 that require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and Contractor shall comply with such provisions before commencing the performance of the Work of the Contract Documents.

5.06 This Agreement and the Contract Documents shall be deemed to have been entered into in the City of Capitola, State of California, and governed in all respects by California law (excluding choice of law rules). The exclusive venue for all disputes or litigation hereunder shall be in the Superior Court for the County of Santa Cruz, California.

IN WITNESS WHEREOF the parties have executed this Agreement in quadruplicate the day and year first above written.

CITY OF CAPITOLA:

CONTRACTOR:

By: _____
City Manager

Name: _____

By: _____
(Signature)

Its: _____
Title (If Corporation: Chairman, President or Vice President)

ATTEST:

By: _____
City Clerk

By: _____
(Signature)

Its: _____
Title (If Corporation: Chairman, President or Vice President)

1099 INFORMATION:

Contractor Taxpayer I.D. No.: _____

APPROVED AS TO FORM:

By: _____
City Attorney

END OF DOCUMENT

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
ADOPTING THE CEQA AND NEQA DETERMINATIONS AND AMENDING THE 2024-25
FISCAL YEAR CITY BUDGET AND CAPITAL IMPROVEMENT PROGRAM BUDGET**

WHEREAS, the proposed Community Center Renovation Project is categorically excluded under the National Environmental Policy Act (NEPA) according to 24 CFR 58.35(a). It is also exempt from the California Environmental Quality Act (CEQA) under Section 15301 of the CEQA guidelines, which pertains to existing facilities. The facilities and improvements will be retained in the same use without expansion and will have no significant environmental impact; and

WHEREAS, it is necessary to adopt the 2024-25 Fiscal Year Budget for all City funds and Capital Improvement Program; and

WHEREAS, the City Council conducted budget study sessions, heard and considered public comments, had modified and proposed a budget accordingly, and on June 27, 2024, adopted such budget for the Fiscal Year July 1, 2024, through June 30, 2025; and

WHEREAS, the City Council previously amended the FY 2024-25 Fiscal Year Budget on September 24, 2024; and

WHEREAS, since the adoption of the budget the City has received a grant of \$1,000,000 from the California Natural Resources agency for the Jade Street Community Center Renovation Project; and

WHEREAS, since the adoption of the budget the City has received a grant of \$3,200,000 from the Community Development Block Grant for the Jade Street Community Center Renovation Project; and

WHEREAS, since the adoption of the budget the City has allocated \$160,240 from the Community Development Block Grant Program Income Fund for the Jade Street Community Center Renovation Project; and

WHEREAS, it is necessary to amend the Fiscal Year 2024-25 Adopted Budget to increase Jade Street Community Center Renovation Project budget to include the \$4,360,240 of additional funding sources as well as \$4,360,240 of budgeted project expenditures; and

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Capitola that the 2024-25 Fiscal Year Budget is hereby amended, including Exhibit A (Budget Amendment) to this Resolution; and

BE IT FURTHER RESOLVED that the Finance Director is directed to enter the budget into the City's accounting records in accordance with appropriate accounting practices, and the City Manager, with the Finance Director's assistance, shall assure compliance therewith.

I HEREBY CERTIFY that the foregoing Resolution was passed and adopted by the City Council of the City of Capitola on the 30th day of January 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Joe Clark, Vice Mayor

ATTEST:

Julia Gautho, City Clerk



Budget Adjustment Request

Date

01/21/2025

Requesting Department*

Public Works

Type of Adjustment

- Administrative
- Council

Item #

Council Date

1/30/2025

Council Approval

Revenues

Search

Account Number	Account Description	Increase/Decrease
1200-00-00-000-3320.200	State Grants	\$1,000,000.00
1350-00-00-000-3310.611	Fed Grant - CDBG	\$3,200,000.00
1200-00-000-000-3910.550	Transfer In - CDBG	\$3,360,240.00

Total Revenues

\$7,560,240.00

Expenditures

Search

Account Number	Account Description	Increase/Decrease
1200-00-00-000-4910.100	Construction Services	\$4,360,240.00
1350-00-00-000-4910.200	Transfer Out - CIP	\$3,360,240.00

Total Expenditures

\$7,720,480.00

Net Impact

-\$160,240.00

Purpose

To recognize \$1 million CNRA grant, \$3.2 million CDBG grant, and \$160,240 of CDBG Program Income and program funds for the Jade Street Community Center Renovation Project.

Department Head Approval

Jessica Kahn

Finance Director Approval

Jim Malberg

City Manager Approval

Jamie Goldstein

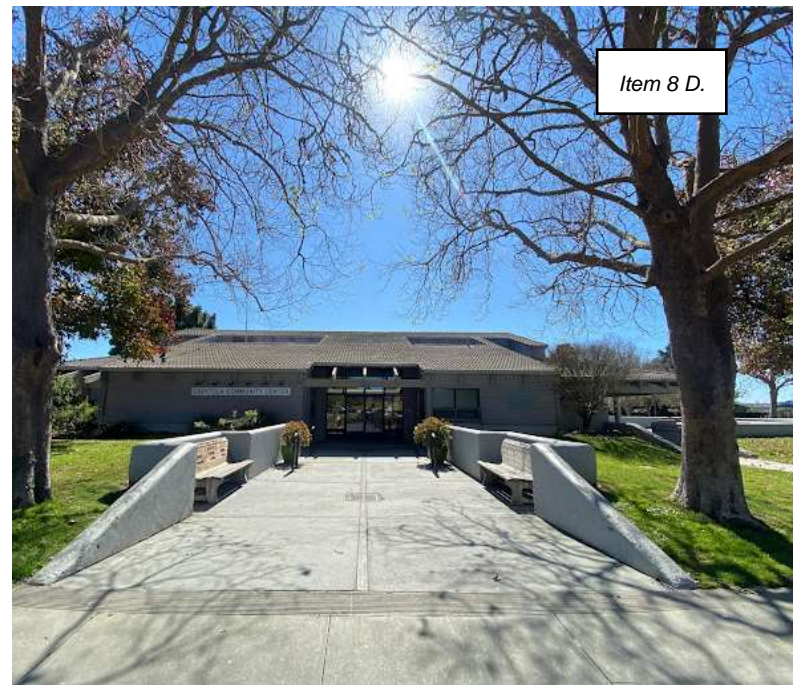
Community Center Renovation Project

City Council
January 30, 2025



Recommended Actions

- Approve construction contract with SSB Contracting, Inc. for \$4,726,000, including selected alternates.
- Authorize the Public Works Department to issue a notice to proceed.
- Approve Amendment 3 to the contract with Boone Low Ratliff Architects.
- Approve resolution amending the FY 2024-25 Budget.



Community Center Renovation Project Timeline



November 2022

- Long-Term Use Agreement

February 2023

- Design agreement

Summer 2023

- Conceptual Design
- \$1M from CNRA

December 2023

- Planning Commission Approval

Summer 2024

- \$3.2M CDBG

Fall 2024

- Bid Project

Winter 2025

- Begin Construction

Community Center Renovation

Key Features



Exterior

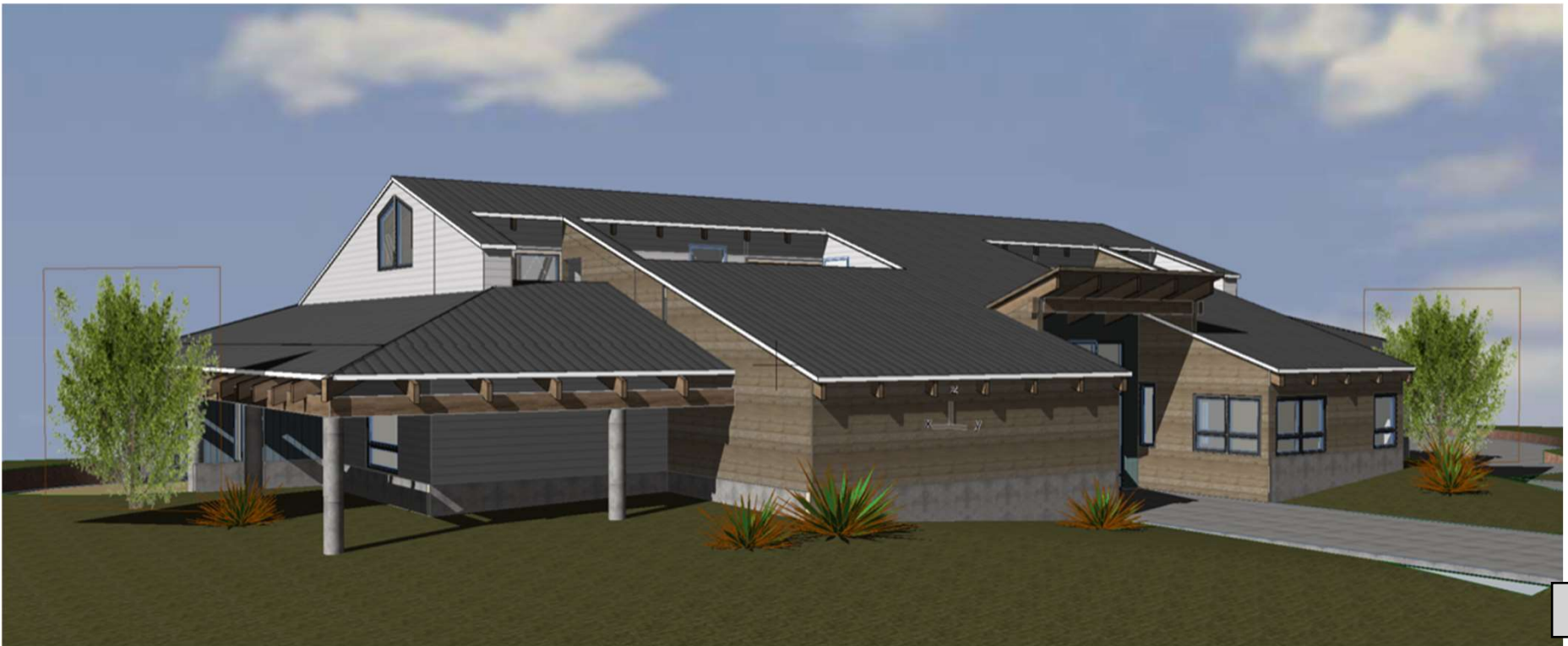
- Roof replacement
- New siding and windows
- ADA improvements

Interior

- Accessible restroom
- New HVAC
- Office additions, new finishes, modern systems

Additive alternates

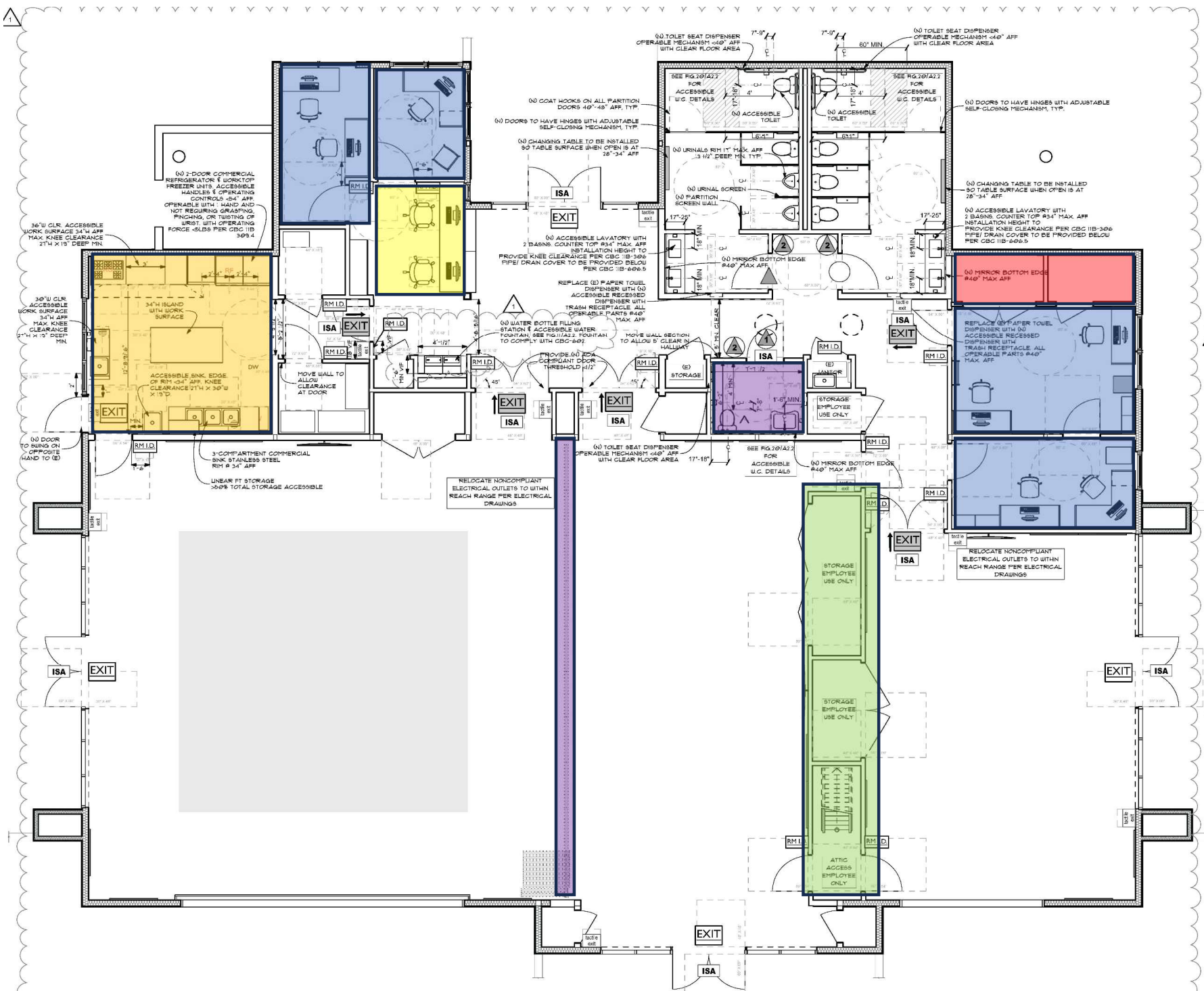
- Landscaping
- Kitchen upgrades
- EV charging stations











Community Center Renovation

Bidding



Bid Process

- **October 31, 2024:** Advertisement
- **November 20, 2024:** Mandatory pre-bid job walk
- **January 16, 2025:** Six bids received
 - **Bid range:** \$3.76M – \$4.88M (excluding outlier of \$9.6M)
 - **Average bid:** \$4.23M

Bid Award - SSB Contracting, Inc.

- Lowest responsive and responsible bidder
- **Base bid:** \$3,756,369

Community Center Renovation

Project Funding



Funding Source	Amount
FY 22-23 Budget	\$150,000
FY 24-25 Budget	\$1,650,000
CNRA Grant	\$1,000,000
CDBG Grant	\$3,200,000
CDBG Program Income Funds	\$160,240
Total Project Funding	\$6,160,240

Expense	Amount
Design	\$579,033
Construction Management	\$300,000
Pre-Project Modifications	\$34,000
Total Pre-Construction Costs	\$913,033
Funds Remaining for Construction	\$5,247,207

Item	Bid Price	Staff Recommendation
Base Bid	\$3,756,369	\$3,756,369
A - Landscape	\$959,808	\$0
B1 - Kitchen & Pantry	\$79,858	\$79,858
B2 - Acoustic Improvements	\$126,632	\$126,632
B3 - Generator Upgrades	\$159,741	\$0
B4 - AV Equipment	\$60,548	\$60,548
C1 - Exterior Site Improvements	\$470,406	\$470,406
C2 - EV Charging	\$170,379	\$170,379
C3 - Landscape & Irrigation	\$17,359	\$17,359
C4 - Site Electrical	\$43,516	\$43,516
Total Contract Price	\$5,894,616	\$4,725,067
	Contingency (approximately 9.5%)	\$447,140
	PG&E Service Upgrade	\$75,000
	Total Construction Budget	\$5,247,207

Community Center Renovation

Add Alternate Recommendations

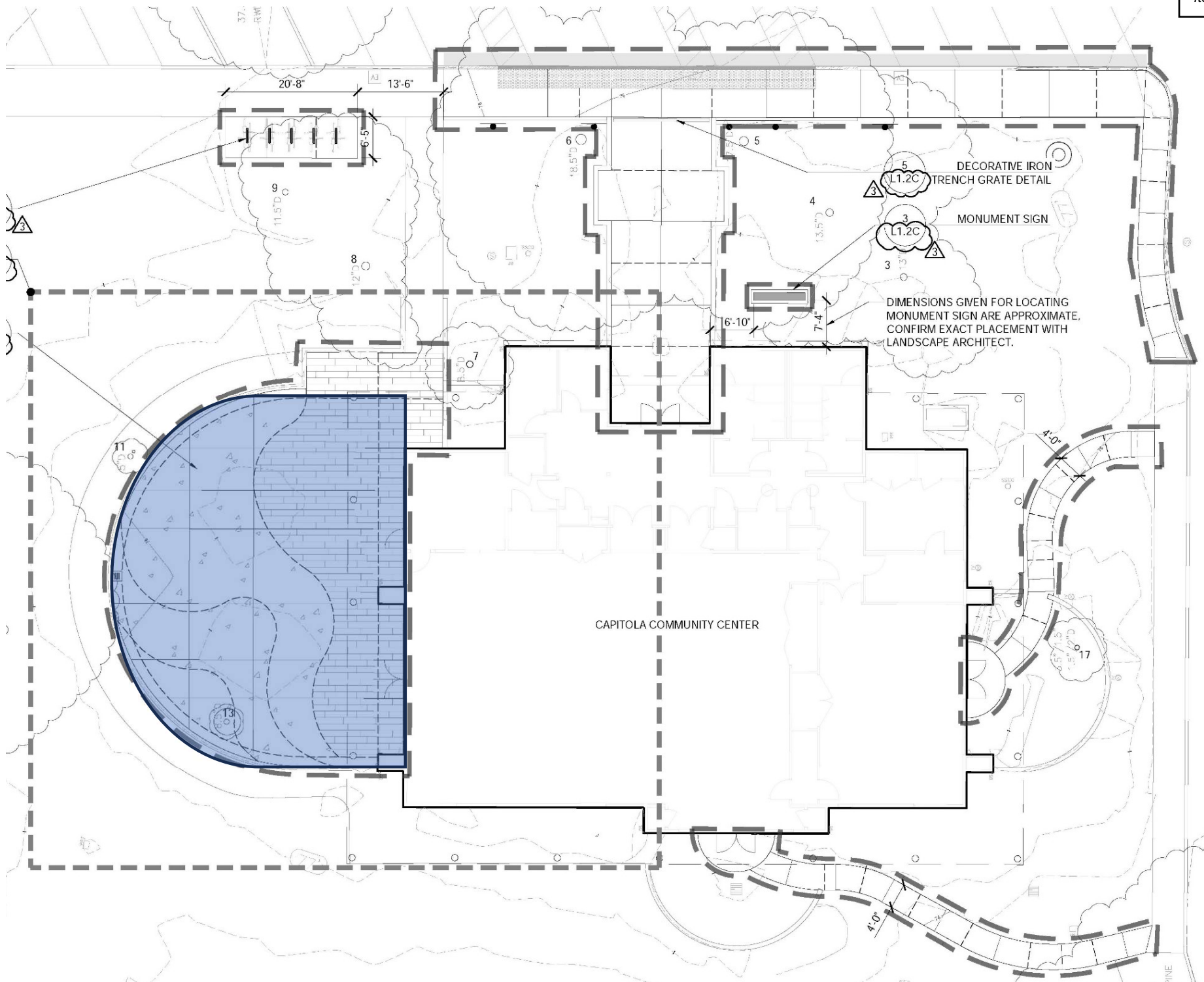


Not Recommended for Current Project – B3: Generator

- Fully functional and relatively new
- Recommendation: Deferral without impacting operations

Potential for Later Integration – A: Landscaping and Patios

- Estimated Cost: \$1M
- Possibility: Pending CDBG funding or integrate later in the project timeline



Community Center Renovation Construction Timeline



Contract Approval: January 30, 2025

- **Construction Start:** February 2025
- **Estimated Completion:** Early 2026

Phases of Construction

- **Preparation & Mobilization:** February – March 2025
- **Exterior Renovations:** Spring – Summer 2025
- **Interior Upgrades:** Summer – Fall 2025
- **Accessibility Improvements:** Late 2025
- **Final Inspections & Opening:** Early 2026

Updates

- Staff to provide quarterly construction and budget progress updates to Council

Community Center Renovation Budget and Design Amendments



Boone Low Ratliff Architects

- Adaptation for Special Funding Sources
- Support for Construction Administration
- Total Contract Value Post-Amendment \$579,033

Resolution to Amend FY 2024-25 Budget

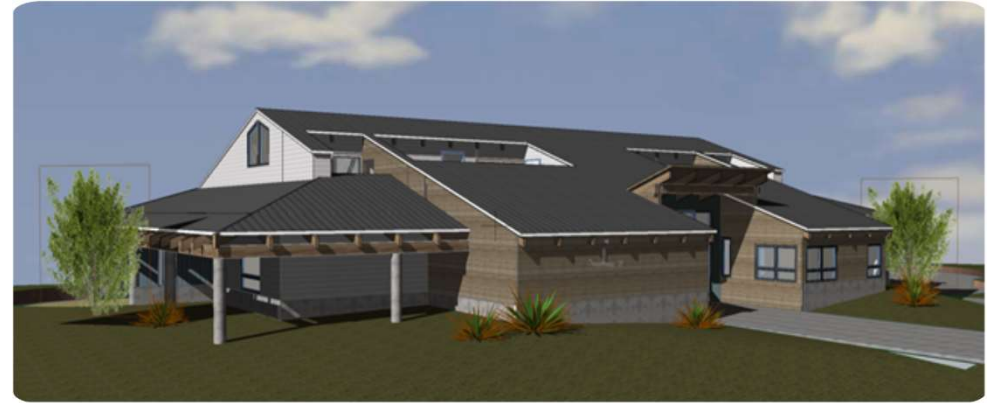
- Incorporate awarded funds for Project
- Reflect total funding secured from grant sources (CDBG, CNRA)

Community Center Renovation Recommended Action



Staff recommends that the City Council:

1. Approve the construction contract for Capitola Community Center Renovation Project with SSB Contracting, Inc. in the amount of \$4,726,000, including selected additive alternates.
2. Authorize Public Works Department to issue a notice to proceed upon final contract execution
3. Approve Amendment 3 to Professional Services Agreement with Boone Low Ratliff Architects for design consultant services for Project in the amount of \$18,320, for a total contract amount of \$579,033
4. Approve resolution amending FY 2024-25 Budget



Capitola City Council Agenda Report



Meeting: January 30, 2025

From: City Manager Department

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

Recommended Action: Review appointments of City Council representatives on regional boards and committees 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.

Staff recommends the Council review current County and regional board appointments (Attachment 1).

In addition, staff recommends the City Council review Council representation on City advisory bodies to address vacancies created by Mayor Brooks' resignation (Table 1).

Discussion: Attachment 1 lists the current appointments, expiration dates, and groups that will be requiring appointments due to the City Council vacancy. The City Council received a request from the Community Action Board to appoint former Council Member Kristen Brown to represent the City (Attachment 2).

Staff recommends reviewing Council representatives on City advisory bodies.

Table 1: City Advisory Bodies

Name of Board – Meeting Information	Council Representative(s)	Action Required
Art and Cultural Commission	Joe Clarke	
Finance Advisory Committee	Yvette Brooks Alexander Pedersen	<i>Yes, must replace Mayor Brooks. Generally Mayor and Vice Mayor serve, however other can be assigned to other Concilmembers.</i>
Commission on the Environment	Melinda Orbach	
Community Action Board	Alexander Pedersen	

Fiscal Impact: None.

Attachments:

1. County and Regional Board Appointments
2. CAB Letter

Report Prepared By: Julia Gautho, City Clerk

Approved By: Jamie Goldstein, City Manager

2025 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) 	Yes, due to resignation of Mayor Brooks.
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"> • Yvette Brooks (Appt. Dec. 24) • Melinda Orbach (Alternate) 	Yes, due to resignation of Mayor Brooks.
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"> • Joe Clarke (Appt. Dec. 24) 	No. <i>Councilmember Jensen currently serves on the Foundation Board in a personal capacity.</i>
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"> • Gerry Jensen (Nom. Jan. 16, 2025) • Vacant (Alternate) 	
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"> • Alexander Pedersen (Appt. 2024) 	<i>The City Council may choose to appoint a member of the public to this body.</i>
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 (Appt. Dec 24) • Gerry Jensen (Appt. Dec 24) 	<p>No.</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"> • Joe Clarke (Nom. Jan. 16, 2025) currently ex-officio 	
<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> <ul style="list-style-type: none"> • Gerry Jensen (Nomination Dec. 24) 	<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>Yes, due to resignation of Mayor Brooks.</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> Not currently Capitola</p>	<p>No.</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"> • Joe Clarke (Appt. Dec. 24) • Melinda Orbach (Alternate) 	<p>No.</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"> • Melinda Orbach (Appt. Dec. 24) • Joe Clarke (Alternate) 	<p>No.</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"> • Erika Senyk (Appt. Dec. 24) • Alexander Pedersen (Alternate) 	<p>No.</p>
<p>Santa Cruz County Regional Transportation Commission (SCRTC) ▲ ■ <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. 24) • Joe Clarke (Alternate) 	<p>No.</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"> • Joe Clarke (Appt. Dec. 24) • Gerry Jensen (Alternate) 	<p>No.</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, 2028</i></p> <ul style="list-style-type: none"> • Melinda Orbach (Appt. Dec. 24) • Alexander Pedersen (alternate) 	<p>No.</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> 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: 12/30/2024 JG



Rising Together Against Poverty Since 1965!

Community Action Board of Santa Cruz County, Inc.

Dear Mayor and City Council Members,

We are writing to you on behalf of the Community Action Board of Santa Cruz County, Inc.'s (CAB) Board of Directors to request your support in re-appointing Kristen Brown to the CAB Board as the City of Capitola's representative. Kristen has been closely involved in helping our organization move forward in many ways, especially in providing advocacy and thoughtful actions for decisions we make regarding our low-income and struggling communities.

Kristen has been an outstanding, dedicated member of the CAB Board, representing the City of Capitola, for almost nine (9) years, including serving as Co-Chair and Treasurer for several years. Her leadership and expertise is vital for many of our upcoming projects at CAB.

Over the past 9 years, Kristen has been instrumental in supporting CAB's fiscal oversight and she was newly re-elected as Board Treasurer in October. We fully support her re-appointment to stay on CAB Board of Directors. As you already know from working with her, she is one of those people you want to stay connected with because she is a strong and resourceful leader. With that in mind, we ask that you re-appoint Kristen Brown as the representative of the City of Capitola on the Community Action Board of Santa Cruz County, Inc.'s Board of Directors.

Thank you for your consideration of this request and for your continuing partnership.

Respectfully,

Handwritten signature of Elizabeth Carr.

Elizabeth Carr

CAB Board Co-Chair and President/
CEO, Santa Cruz Community Credit Union

Handwritten signature of Alma Mendoza.

Alma Mendoza

CAB Board Co-Chair
Housing Program Manager, Monarch Services

CITY COUNCIL APPOINTMENTS TO REGIONAL BOARDS

JANUARY 30, 2025

STAFF RECOMMENDS CITY COUNCIL:

- Review and update City Council appointments on County and Multi-Jurisdiction Boards and Commissions
- Review and update City Council representatives on City advisory bodies

COUNTY & MULTI-JURISDICTIONAL BOARDS:

- The City of Capitola is represented on various Multi-Jurisdictional advisory bodies by members of City Council. These boards/committees are established by other codes or bylaws.

ADVISORY COUNCIL OF THE AREA AGENCY ON AGING

- Current Rep:
 - Yvette Brooks
- New Rep:
 -
- Next Meeting Date: 2/12/2025 at 10 AM

ASSOCIATION OF MONTEREY BAY GOVTS. (AMBAG):

- Current Reps:
 - Yvette Brooks
 - Alternate: Council Member Orbach
- New Reps:
 -
 -
- Next Meeting Date: 2/12/2025 at 10 AM

COMMUNITY ACTION BOARD OF SANTA CRUZ COUNTY (CAB):

- Current Reps:
 - Councilmember Pedersen
- New Reps (Can be Councilmember or member of public)

- Next Meeting Date: 2/19/2025 6:15 PM

SANTA CRUZ COUNTY CHILDREN'S NETWORK:

- Current Reps:
 - Yvette Brooks
- New Reps:
 -
- Next Meeting Date: 2/1/2025 3:30 PM

COUNCIL REPRESENTATION ON CITY ADVISORY BODIES:

- Capitola has established multiple City advisory bodies that assist and advise in formulating policy – appointments are made depending on bylaws or Municipal Code.
 - Some advisory bodies require City Council representative

COUNCIL REPRESENTATION ON CITY ADVISORY BODIES:

Staff recommends making appointments FAC to fill vacancy

Board/Commission	Current Council Representative	New Council Representative	Next Meeting Date
Finance Advisory Committee - Mayor and Vice Mayor (may be filled by other Councilmembers)	Brooks, Pedersen		2/18 at 6 PM
Commission on the Environment	Orbach	NA	2/19 at 6 PM
Arts and Cultural Commission	Clarke	NA	2/11 at 6:30 PM