

Capitola City Council

Agenda Report

Meeting: May 8, 2025

From: Finance Department

Subject: City Check Registers



Recommended Action: Approve check registers dated March 14, 2025, March 21, 2025, March 28, 2025, April 4, 2025, April 11, 2025 and April 18, 2025.

Account: City Main				
Date	Starting Check #	Ending Check #	Payment Count	Amount
03/14/2025	103273	103332	61	\$ 113,305.01
03/21/2025	103333	103385	53	\$ 328,477.10
03/28/2025	103386	103436	56	\$ 150,350.78
04/04/2025	103437	103490	58	\$ 69,671.14
04/11/2025	103491	103542	53	\$ 117,099.63
04/18/2025	103543	103590	50	\$ 123,377.34

The main account check register dated March 7, 2025, ended with check #103272.

Account: Payroll				
Date	Starting Check/EFT #	Ending Check/EFT #	Payment Count	Amount
03/14/2025	7102	7106	11	\$ 141,471.02
03/21/2025	7107	7109	113	\$ 265,675.83
03/28/2025	7110	7115	18	\$ 138,160.95
04/04/2025	227	352	124	\$ 315,815.22
04/11/2025	7116	7120	10	\$ 167,364.92
04/18/2025	358	476	119	\$ 249,896.80

The payroll account check register dated March 7, 2025, ended with payroll check #7101.

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

Check/EFT	Issued to	Dept	Description	Amount
103282	CHAVAN & ASSOCIATES, LLP	Fin	FY24/25 Adult Services	\$ 20,500.00
103311	PACIFIC GAS & ELECTRIC	PW	Gas & Electric Extension Agreement	\$ 17,519.06
103322	SANTA CRUZ SIGNS	PW	Capitola Wharf Interpretive Signage	\$ 14,449.43
109	CalPERS Member Services Division	CM	PERS Contributions PPE 3/1/25	\$ 70,972.49

111	INTERNAL REVENUE SERVICE	CM	Federal Taxes & Medicare PPE 3/1/25	\$ 40,754.99
113	VOYA FINANCIAL	CM	Employee 457 Contributions PPE 3/1/25	\$ 11,147.69
7109	Employee Final Check	CM	Employee Final Check	\$ 24,720.06
226	INTERNAL REVENUE SERVICE	CM	Federal taxes & Medicare employee final pay	\$ 17,273.19
103341	BURKE WILLIAMS AND SORENSEN LLP	CM	January Legal Services	\$ 23,313.08
103346	COUNTY OF SANTA CRUZ	CM	Capitola Library Solar Panel Installation	\$ 36,872.00
103357	KIMLEY HORN AND ASSOCIATES INC	PW	41st Ave Multimodal Corridor Improvements	\$ 26,975.00
103364	PACIFIC GAS & ELECTRIC	PW	March Monthly Utilities	\$ 19,946.31
103374	SANTA CRUZ REGIONAL 911	PD	FY24/25 Q4 Operating Contribution	\$ 159,613.30
103376	SOQUEL CREEK WATER DISTRICT	PW	Monthly Water & Irrigation Services	\$ 14,783.50
228	CalPERS Member Services Division	CM	PERS contributions PPE 3/15/25	\$ 68,393.49
230	INTERNAL REVENUE SERVICE	CM	Federal taxes & Medicare PPE 3/15/25	\$ 36,310.75
232	VOYA FINANCIAL	CM	Employee 457 contributions PPE 3/15/25	\$ 10,832.28
4	SANTA CRUZ COUNTY BANK	Fin	February Credit Card Charges	\$ 14,255.27
103395	BURKE WILLIAMS AND SORENSEN LLP	CM	January Legal Services	\$ 17,756.00
103398	CSG Consultants Inc.	CDD	February Building Plan Review Services	\$ 11,617.65
103399	CSW-STUBER-STROEH ENGINEERING GROUP INC	PW	Cliff Drive Resiliency Project Services	\$ 14,979.19
103411	KIMLEY HORN AND ASSOCIATES INC	PW	Bay / Hill Intersection Analysis Services	\$ 23,090.00
227	CalPERS Health Insurance	CM	April Health Insurance	\$ 87,336.38
353	CalPERS Member Services Division	CM	PERS contributions PPE 3/29/25	\$ 67,817.04
355	INTERNAL REVENUE SERVICE	CM	Federal taxes & Medicare PPE 3/29/25	\$ 39,299.43
357	VOYA FINANCIAL	CM	Employee 457 contributions PPE 3/29/25	\$ 10,503.29
7116	Employee Final Check	CM	Employee Final Check	\$ 32,514.46
103500	BPS TACTICAL, INC.	PD	Bullet Proof Vests + Covers	\$ 12,085.16
103501	BURKE WILLIAMS AND SORENSEN LLP	CM	February Legal Services	\$ 36,658.79

103522	LC ACTION POLICE SUPPLY LTD	PD	2023 Dodge Charger Parts	\$ 11,749.42
476	INTERNAL REVENUE SERVICE	CM	Federal taxes & Medicare employee final checks	\$ 20,497.51
103552	BURKE WILLIAMS AND SORENSEN LLP	CM	February Legal Services	\$ 50,048.34
103579	PACIFIC GAS & ELECTRIC	PW	April Monthly Utilities	\$ 15,000.33

Attachments:

1. 03-14-25 Check Register
2. 03-21-25 Check Register
3. 03-28-25 Check Register
4. 04-04-25 Check Register
5. 04-11-25 Check Register
6. 04-18-25 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