

# Capitola City Council

## Agenda Report

**Meeting:** December 12, 2024

**From:** Finance Department

**Subject:** City Check Registers



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

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

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

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

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

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

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

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

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

Attachments:

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

Report Prepared By: Luis Ruiz, Accountant I

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

Approved By: Jamie Goldstein, City Manager