

Capitola City Council

Agenda Report

Meeting: December 11, 2025

From: Administrative Services Department

Subject: City Check Registers



Recommended Action: Approve check registers dated September 26, 2025, October 10, 2025, October 24, 2025, and November 14, 2025.

Account: City Main				
Date	Starting Check #	Ending Check #	Payment Count	Amount
09/26/2025	104873	104977	106	\$ 916,732.85
10/10/2025	104978	105058	81	\$ 551,913.97
10/24/2025	105059	105182	128	\$ 889,046.36
11/14/2025	105183	105284	103	\$ 1,183,684.21

The main account check register dated September 12, 2025, ended with check #104872.

Account: Payroll				
Date	Starting Check/EFT #	Ending Check/EFT #	Payment Count	Amount
09/26/2025	7220	7227	133	\$ 381,918.63
10/10/2025	7228	7232	119	\$ 475,924.23
10/24/2025	7233	7236	122	\$ 367,115.06
11/14/2025	7237	7249	237	\$ 718,136.63

The payroll account check register dated September 12, 2025, ended with payroll check #7219.

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

Check/EFT	Issued to	Dept	Description	Amount
2041	CalPERS Member Services Division	CM	PERS contributions PPE 9/13/25	\$ 70,689.07
2042	EMPLOYMENT DEVELOPMENT DEPARTMENT	CM	State tax PPE 9/13/25	\$ 10,365.11
2043	INTERNAL REVENUE SERVICE	CM	Federal taxes & Medicare PPE 9/13/25	\$ 41,946.59
2045	VOYA FINANCIAL	CM	Employee 457 contributions PPE 9/19/25	\$ 12,325.23
24	SANTA CRUZ COUNTY BANK	FIN	August Credit Card Charges	\$ 14,178.31
104882	AMERICAN TRAFFIC SOLUTIONS INC.	PW	1st Half of FY24/25 Red Light Revenue	\$ 14,355.20

104891	BURKE WILLIAMS AND SORENSEN LLP	CM	July Legal Services	\$ 45,741.25
104896	CHAVAN & ASSOCIATES, LLP	FIN	FY24/25 Audit Services	\$ 10,650.00
104899	COMMUNITY BRIDGES	PW	September 2025 Shuttle Services	\$ 13,860.00
104904	CSG Consultants Inc.	CDD	Building Plan Review Services	\$ 23,072.74
104905	CSW-STUBER-STROEH ENGINEERING GROUP INC	PW	Stockton Bridge Debris Mitigation Services	\$ 21,761.64
104915	GRAHAM CONTRACTORS INC.	PW	2025 Pavement Maintenance Project Services	\$ 385,888.10
104929	KIMLEY HORN AND ASSOCIATES INC	PW	41st Ave Multimodal Corridor Improvements	\$ 12,535.00
104944	PACIFIC GAS & ELECTRIC	PW	September Monthly Utilities	\$ 19,938.11
104950	SANTA CRUZ COUNTY DEPT OF PUBLIC WORKS	PW	Household hazardous waste program cost sharing	\$ 26,258.00
104953	SANTA CRUZ REGIONAL 911	PD	FY25/26 Second Quarter Operating Contribution	\$ 203,973.25
104978	GREENWOOD CHEVROLET	PW	2026 Chevrolet Equinox EV	\$ 40,188.90
2154	CalPERS Health Insurance	CM	October health insurance	\$ 90,750.91
2155	CalPERS Member Services Division	CM	PERS contributions PPE 09/27/25	\$ 70,743.87
2156	EMPLOYMENT DEVELOPMENT DEPARTMENT	CM	State Taxes PPE 09/27/25	\$ 11,300.68
2157	INTERNAL REVENUE SERVICE	CM	Federal taxes & Medicare PPE 09/27/2025	\$ 44,361.63
2159	VOYA FINANCIAL	CM	Employee 457 Contribution PPE 09/27/25	\$ 11,788.46
104993	BETZ WORKS INC	PW	Park at Rispin Mansion Project Services	\$ 43,174.00
104995	BOONE LOW RATLIFF ARCHITECTS INC	PW	Community Center renovation design services	\$ 11,248.90
104997	COMMUNITY BRIDGES	CDD	21-CDBG-NH-20009 Meals on Wheels Jul-Sep	\$ 42,769.69
105001	DELL MARKETING LP	CM	Office 365 software licenses	\$ 25,331.60
105006	EXCEEDIO	CM	October IT services	\$ 16,660.35
105010	FUSE ARCHITECTS, INC.	CDD	CWEP Final Construction Designs	\$ 45,569.20
105045	SANTA CRUZ SIGNS	PW	Capitola Wharf Interpretive Signage Installation	\$ 14,508.83
105050	SSB CONSTRUCTION	PW	Community Center Renovation Project Services	\$ 185,141.78

2272	CalPERS Member Services Division	CM	PERS Contributions PPE 10/11/25	\$ 70,911.23
2274	INTERNAL REVENUE SERVICE	CM	Federal taxes & Medicare PPE 10/11/25	\$ 40,272.22
2276	VOYA FINANCIAL	CM	Employee 457 Contributions PPE 10/11/25	\$ 11,501.96
105061	AA AUTO COLLISION CENTER	PW	2016 Ford F250 Repair	\$ 14,780.52
105062	ADAMS ASHBY GROUP INC.	CDD	General admin of CDBG - Community Center	\$ 11,000.00
105071	BURKE WILLIAMS AND SORENSEN LLP	CM	August Legal Services	\$ 45,691.14
105085	CSW-STUBER-STROEH ENGINEERING GROUP INC	PW	Cliff Drive Resiliency Project Services	\$ 41,465.20
105086	CUMMING MANAGEMENT GROUP, INC.	PW	Community Center Construction Management Services	\$ 31,507.50
105087	CURTIS BLUE LINE	PD	Gas Masks	\$ 14,723.94
105115	KIMLEY HORN AND ASSOCIATES INC	PW	Bay Ave Corridor Project Services	\$ 45,893.20
105132	PACIFIC GAS & ELECTRIC	PW	October Monthly Utilities	\$ 16,156.80
105133	PRIME LANDSCAPE SERVICES INC	PW	Grand Ave Outfall Replacement Pipe	\$ 38,730.00
105143	SANTA CRUZ COUNTY ANIMAL SHELTER	PD	Quarterly animal services contribution	\$ 44,135.10
105144	SANTA CRUZ COUNTY AUDITOR-CONTROLLER	FIN	August citation processing	\$ 10,431.50
105149	SANTA CRUZ COUNTY TAX COLLECTOR	FIN	Esplanade sanitation district charges	\$ 10,461.25
105162	SSB CONSTRUCTION	PW	Community Center Renovation Project Services	\$ 425,441.46
29	SANTA CRUZ COUNTY BANK	FIN	September Credit Card Charges	\$ 20,663.72
2383	CalPERS Health Insurance	CM	November health insurance	\$ 88,955.88
2385	CalPERS Member Services Division	CM	PERS contributions PPE 10/25/25	\$ 70,963.79
2386	EMPLOYMENT DEVELOPMENT DEPARTMENT	CM	State tax PPE 10/25/25	\$ 10,025.78
2387	INTERNAL REVENUE SERVICE	CM	Federal taxes & Medicare PPE 10/25/25	\$ 41,026.96
2389	VOYA FINANCIAL	CM	Employee 457 contributions PPE 10/25/25	\$ 10,689.01

2390	EMPLOYMENT DEVELOPMENT DEPARTMENT	CM	Jul - Sep unemployment charges	\$ 11,478.00
2394	VOYA FINANCIAL	CM	Employee 457 Contribution Final Pay	\$ 15,680.91
105189	AUTO CARE LIFESAVER TOWING	PD	Tow for 20C-00422	\$ 15,815.00
105193	BURKE WILLIAMS AND SORENSEN LLP	CM	September Legal Services	\$ 39,247.33
105196	CAPITOLA SELF STORAGE	CM	Annual Museum storage rental	\$ 10,440.00
105210	CUMMING MANAGEMENT GROUP, INC.	PW	Community Center Construction Management Services	\$ 32,190.00
105220	GRAHAM CONTRACTORS INC.	PW	2025 Pavement Maintenance Project Services	\$ 245,303.06
105243	MP RAIL TRAIL ASSOCIATES, L.P.	CDD	City of Capitola Predevelopment Loan - Draw Request	\$ 678,872.00

Attachments:

1. 09-26-25 Check Register
2. 10-10-25 Check Register
3. 10-24-25 Check Register
4. 11-14-25 Check Register

Report Prepared By: Luis Ruiz, Accountant II

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

Approved By: Jamie Goldstein, City Manager