

Capitola City Council

Agenda Report

Meeting: January 22, 2026

From: Administrative Services Department

Subject: City Check Registers



Recommended Action: Approve check registers dated November 28, 2025, and December 19, 2025.

Account: City Main				
Date	Starting Check #	Ending Check #	Payment Count	Amount
11/28/2025	105285	105446	163	\$ 543,507.80
12/19/2025	105447	105730	144	\$ 1,118,934.16

The main account check register dated November 14, 2025, ended with check #105284.

Account: Payroll				
Date	Starting Check/EFT #	Ending Check/EFT #	Payment Count	Amount
11/28/2025	7250	7254	113	\$ 397,026.38
12/19/2025	7255	7265	121	\$ 555,980.42

The payroll account check register dated November 14, 2025, ended with payroll check #7249.

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

Check/EFT	Issued to	Dept	Description	Amount
2503	CalPERS Member Services Division	CM	PERS contributions PPE 11/8/25	\$ 70,097.73
2505	INTERNAL REVENUE SERVICE	CM	Federal taxes & Medicare PPE 11/8/25	\$ 39,128.72
2507	VOYA FINANCIAL	CM	Employee 457 contributions PPE 11/8/25	\$ 10,498.86
7250	Employee	CM	Employee Final Paycheck	\$ 28,043.80
2509	INTERNAL REVENUE SERVICE	CM	Federal taxes & Medicare employee final check	\$ 18,438.87
31	SANTA CRUZ COUNTY BANK	Fin	October credit card charges	\$ 23,026.49
105286	ADAMS ASHBY GROUP INC.	CDD	General admin of CDBG - Community Center	\$ 11,000.00
105298	BEN NOBLE	CDD	Capitola Mall Zoning Code Amendments	\$ 26,947.50
105299	BETZ WORKS INC	PW	Reposa Ave Install New Gutter	\$ 56,760.00

105304	BURKE WILLIAMS AND SORENSEN LLP	CM	September Legal Services	\$ 19,530.00
105320	CSG Consultants Inc.	CDD	Building Inspector & Planning Services	\$ 89,582.44
105321	CSW-STUBER-STROEH ENGINEERING GROUP INC	PW	Stockton Ave Bridge Debris Mitigation Services	\$ 28,486.73
105329	FUSE ARCHITECTS, INC.	CDD	Wharf Master Plan	\$ 56,250.00
105330	GRAHAM CONTRACTORS INC.	PW	2025 Pavement Maintenance Project Services	\$ 19,483.55
105342	KIMLEY HORN AND ASSOCIATES INC	PW	Bay Ave Corridor Project Services	\$ 16,312.37
105366	PACIFIC CREST ENGINEERING INC.	PW	Grand Ave footpath geological assessment	\$ 14,429.61
105367	PACIFIC GAS & ELECTRIC	PW	November Monthly utilities	\$ 19,575.03
105386	STATE WATER RESOURCES CONTROL BOARD	PW	Storm Water Annual Permit Fee	\$ 10,819.00
2613	INTERNAL REVENUE SERVICE	CM	Federal taxes & Medicare PPE 11/22/25	\$ 36,855.50
2610	CalPERS Health Insurance	CM	December health insurance	\$ 88,797.04
2611	CalPERS Member Services Division	CM	PERS contributions PPE 11/22/25	\$ 67,250.25
2615	VOYA FINANCIAL	CM	Employee 457 contributions PPE 11/22/25	\$ 10,524.11
2716	CalPERS Member Services Division	CM	PERS contributions PPE 12/6/25	\$ 64,874.58
2718	INTERNAL REVENUE SERVICE	CM	Federal taxes & Medicare PPE 12/6/25	\$ 36,511.97
2720	VOYA FINANCIAL	CM	Employee 457 contributions PPE 12/6/25	\$ 11,107.59
105591	ADAMS ASHBY GROUP INC.	CDD	General admin of CDBG - Community Center	\$ 11,000.00
105611	BOONE LOW RATLIFF ARCHITECTS INC	PW	Community Center renovation design services	\$ 14,254.28
105612	BURKE WILLIAMS AND SORENSEN LLP	CM	October Legal Services	\$ 47,490.12
105616	CAPITOLA-SOQUEL CHAMBER OF COMMERCE	Fin	FY25/26 Q1 TOT	\$ 14,233.51
105619	CIVICPLUS LLC	Rec	Recreation Management Annual Fee	\$ 21,300.92
105630	CSG Consultants Inc.	CDD	Building Inspector & Planning Services	\$ 25,537.00
105631	CUMMING MANAGEMENT GROUP	PW	Community Center Construction Management	\$ 14,955.00

105646	GRAHAM CONTRACTORS INC.	PW	2025 PMP Notice Of Completion Retention Release	\$ 34,246.04
105662	JETMULCH INC.	PW	Small Firm Bark Mulch Installation	\$ 11,653.56
105685	PACIFIC GAS & ELECTRIC	PW	December Monthly utilities & Extension Agreement	\$ 43,291.65
105701	SIGNATURE RESOLUTION, LLC	CDD	Cabrillo Mobile Home Park Arbitration Services	\$ 17,000.00
105706	SSB CONSTRUCTION	PW	Community Center Patio Renovation Services	\$ 518,138.18
105720	VISIT SANTA CRUZ COUNTY	Fin	FY25/26 Q1 TMD	\$ 79,947.20

Alignment with 2025-2029 Strategic Plan Priority: Accountable Government

Attachments:

1. 11-28-25 Check Register
2. 12-19-25 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