

**Community & Library Services Commission**

July 14, 2025

6:30 p.m. Workshop

7:00 p.m. Meeting

**Hercules City Hall**

111 Civic Drive

Hercules, CA 94547

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**COMMUNITY & LIBRARY SERVICES COMMISSION - MINUTES**

**I. CALL TO ORDER – ROLL CALL - 6:30 P.M. – NO SPECIAL MEETING**

**II. WORKSHOP - NONE**

**III. CALL TO ORDER – ROLL CALL - 7:00 P.M. – REGULAR MEETING AGENDA**

Vice Chair Ward-Jackson called the meeting to order at 7:00pm.

Vice-Chair Ward-Jackson, Chen, Azevedo and Hernandez were present. Chair Yamamoto was on zoom.

Parks and Recreation Director Roke and Library Manager Peters were also present.

**IV. PLEDGE OF ALLEGIANCE**

**V. INTRODUCTIONS/PRESENTATIONS – NONE**

**VI. AGENDA ADDITIONS/DELETIONS – NONE**

**VII. PUBLIC COMMUNICATION – NONE**

**VIII. DIRECTOR REPORT**

1. Parks and Recreation Report (June 2025)  
Staff reviewed the revenue figures for the department and highlights from the month of June and the 2024-25FY.
2. Library Manager Report (July 2025)  
Staff reported on successful partnership with the City for Juneteenth Celebration, and a successful Exploration Station event.

**IX. CONSENT CALENDAR**

1. **Minutes: March 10, 2025 Meeting**  
Chair Yamamoto proposed edits to item XI Commissioner Reports and Announcements.

**MOTION:** Commissioner Chen moved to approve the Minutes with edits for the March meeting. Commissioner Hernandez seconded the motion. Motion passed 5-0  
*Ayes: (4), Ward-Jackson, Chen, Azevedo and Hernandez Chair Yamamoto approved via zoom*

## **2. Minutes of June 9, 2025 Meeting**

**MOTION:** Commissioner Azevedo Moved to approve the minutes. Commissioner Hernandez seconded. Motion passed 4 with one abstention.

Ayes: (4) Ward-Jackson, Chen, Azevedo and Hernandez.

Noes: (0)

Abstain: (1) Chair Yamamoto

## **X. DISCUSSION AND/OR ACTION ITEMS**

### **1. 4<sup>th</sup> of July Recap**

Staff reported that the event was successful. Commissioner Azevedo commented that the weeding made the event very safe. Commissioner Chen said there were lots of food truck and a fire truck came in. Vice-Chair Ward-Jackson asked about the possibility of a drone show. Staff reported that drone batteries don't last long. Yamamoto commented that there is inherent danger in fireworks shows.

### **2. August Meeting**

The August Commission meeting will be canceled.

### **3. Nonprofit Group Presentations**

There are currently 14 recognized nonprofit groups in Hercules. Groups will make presentations at the September, October and November meetings, and the Commission will vote on renewals at the December meeting.

## **XI. COMMISSION REPORTS AND ANNOUNCEMENTS**

Commissioner Chen reported that he and Sandy Chapek attended the last rotary meeting and they awarded \$14,000 to the John Sweat District.

Chair Yamamoto asked about scheduling a workshop to discuss tennis signage.

Vice-Chair Ward-Jackson asked what the protocol was for creating a workshop.

## **XII. FUTURE AGENDA ITEMS**

1. City Recognized Non-profit Presentations
2. City Recognized Nonprofit Renewals
3. Parks System Master Plan update, including pickleball

### **XIII. ADJOURNMENT**

Vice Chair Ward-Jackson adjourned the meeting at 8:07pm

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Vice Chair Ward-Jackson

Attest

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Christopher Roke  
Parks & Recreation Director

The next Regular Meeting of the Commission will be held on Monday, September 8, 2025 at 7:00 p.m., in the Council Chambers. A Special Meeting may proceed the Regular meeting in the form of a Workshop at 6:30 p.m. and Regular meeting at 7:00 p.m.

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