

CORONAVIRUS (COVID-19) ADVISORY

IMPORTANT INSTRUCTIONS ON HOW TO PARTICPATE AND WATCH THE HERCULES CITY COUNCIL AND COMMISSION MEETINGS

On March 16, 2020, the Health Officer of Contra Costa County issued an Order through April 7, 2020 that directed that all individuals living in the county to shelter at their place of residence except that they may leave to provide or receive certain essential services or engage in certain essential activities and work for essential businesses and governmental services.

Under the Governor's Executive Order N-25-20, this meeting may utilize teleconferencing or other virtual meeting platforms. Pursuant to the Governor's Executive Order N-25-20, teleconferencing restrictions of the Brown Act have been suspended.

Beginning with the April 14, 2020 Hercules City Council meeting, the City Council and Commissions will conduct its meeting utilizing ZOOM.

DUE TO THE SHELTER IN PLACE ORDERS AND PURSUANT TO EXECUTIVE ORDER N-25-20, direct public attendance or participation at council meetings has been suspended and the Council Chambers will be closed to the general public. The Commission and staff will participate virtually through ZOOM. The public may log into the Zoom meeting (refer to login information on the agenda cover page) and provide their public comment (3 minute time limit). When the public comment period is open for the item you wish to speak on, use the "raise hand" feature in Zoom (or press *9 if commenting via phone audio only) at the time the Chair alls for public comment. Please wait your turn and once you are brought into the meeting, state your name and city of residence for the record.

How to watch the meeting from home:

1. Comcast Channel 28
2. Livestream online at <https://hercules.legistar.com/Calendar.aspx>

We are happy to accommodate written public comments. Public Comment will be accepted by email to croke@ci.hercules.ca.us by 4:00 p.m. on the meeting date and will available on the City's website. Additional ways to provide your public comment is to mail your comment to City of Hercules, ATTN: Parks and Recreation Director – Public Comment (Meeting Date), 111 Civic Drive, Hercules, CA 94547 via USPS in time to reach the City no later than 4:00 p.m. on the day of the meeting or by telephone by calling (510) 799-8228 no later than 4:00 p.m. on the meeting date. All comments received by 4:00 p.m. on the meeting date will be available after the meeting as supplemental materials and will become part of the official meeting record. The City cannot guarantee that its network and/or the site will not be uninterrupted. To ensure that the Commission receives your comments, you are strongly encouraged to submit your comments in writing in advance of the meeting by 4:00 p.m. on the day of the Commission meeting. Individuals wishing to address the Commission are asked to provide the following information:

1. Subject Line to contain the words "PUBLIC COMMENTS"
2. (Optional) - Name, address and contact information of person providing comments.
3. General topic or agenda item you wish to comment on.

All public comments are allowed up to 3 minutes to relay their message or concern. All public comments are recorded and become part of the public record.

City of Hercules

111 Civic Drive
Hercules, CA 94547



Meeting Agenda

Monday, April 11, 2022

7:00 PM

Zoom Meeting ID: 857 8352 4855

Zoom Passcode: 483862

Zoom Phone Number: 1-669-900-6833

Community and Library Services Commission

*Chair Brian Campbell-Miller
Vice Chair Evangelia Ward-Jackson
Commissioner Han Chen
Commissioner D. Yamamoto
Student Commissioner Haley Solis*

I. SPECIAL MEETING - NONE

II. WORKSHOP - NONE

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

IV. PLEDGE OF ALLEGIANCE

V. INTRODUCTIONS/PRESENTATIONS

VI. AGENDA ADDITIONS/DELETIONS

VII. PUBLIC COMMUNICATIONS

VIII. DIRECTOR REPORT

1. [22-128](#) Parks and Recreation Report (March/April)
Attachments: [MONTHLY REPORT - PR - March-April 2022 - 041122](#)
2. [22-129](#) Library Manager Report (March/April)
Attachments: [Monthly Report - Library Commission - March April 2022](#)

IX. CONSENT CALENDAR

1. [22-130](#) Minutes February 14, 2022 Meeting
Attachments: [MINUTES-CLSC-February 2022 - 220214](#)

X. DISCUSSION AND/OR ACTION ITEMS

1. [22-127](#) Recap Joint Commission Meeting - City Attorney and City Clerk
Commissioner Training
a. Covering Topics: City Organizational Structure; Roles and Responsibilities of Commissions; Roles and Responsibilities of Chair and Vice Chair; Ethics Policy and Code of Conduct for Commissioners; Ordinance Addressing Nepotism and Cronyism; FPPC Requirements - Conflict of Interest and AB 1234 Ethics Training; Ralph M. Brown Act - Open Meeting Laws and Due Process
Attachments: [Staff Report - 2022 - Recap Joint Commission Training - 220411](#)
2. [22-133](#) Community Clean Up Day
Attachments: [Staff Report - 2022 - Clean-up Day - 220411](#)

3. [22-134](#) Return to In-Person/Hybrid Commission Meetings

Attachments:

[Staff Report - 2022 - In-Person Mtngs - 220411](#)

[In person meetings - Attach 1 - Staff Report - City Council Meeting 3-22-22](#)

[In person meetings - Attach 2 - CCCounty Recommendations](#)

4. [22-135](#) 2022 Summer Activity Guide
<https://www.ci.hercules.ca.us/home/showpublisheddocument/15121/637831149035270000>
5. [22-136](#) Marketing

XI. COMMISSIONER REPORTS AND ANNOUNCEMENTS

XII. FUTURE AGENDA ITEMS

1. [22-131](#) Dog Park Discussion (May 2022)
2. [22-132](#) Tennis Court Signage (May 2022)

XIII. ADJOURNMENT

The next Regular Meeting of the Commission will be held on Monday, May 9, 2022 at 7:00 p.m. in the Council Chambers.

Agendas are posted in accordance with Government Code Section 54954.2(a) or Section 54956. Members of the public can view electronic agendas and staff reports from the City's website at www.ci.hercules.ca.us and can receive e-mail notification of agenda postings by signing up to receive an e-notice from the City's website. Agendas and staff reports may also be obtained by contacting the Administrative Services Department at (510) 799-8215.

Posted: April 5, 2022

THE COMMISSION ADHERES TO THE FOLLOWING POLICIES, PROCEDURES AND REGULATIONS REGARDING COMMISSION MEETINGS

SPECIAL ACCOMODATIONS: In compliance with the Americans with Disabilities Act, if you require special accommodations to participate at a commission meeting, please contact the City Clerk at 510-799-8215 at least 48 hours prior to the meeting.

AGENDA ITEMS: Persons wishing to add an item to an agenda must submit the final written documentation 12 calendar days prior to the meeting. The City retains the discretion whether to add items to the agenda. Persons wishing to address the Commission otherwise may make comments during the Public Communication period of the meeting.

AGENDA POSTING: Agendas of regular commission meetings are posted at least 72 hours prior to the meeting at City Hall, the Hercules Swim Center, Ohlone Child Care Center, Hercules Post Office, and on the City's website (www.ci.hercules.ca.us),

PUBLIC COMMUNICATIONS: Persons who wish to address the Commission should complete the speaker form prior to the Commission's consideration of the item on the agenda.

Anyone who wishes to address the Commission on a topic that is not on the agenda and is relevant to the Commission should complete the speaker form prior to the start of the meeting. Speakers will be called upon during the Public Communication portion of the meeting. In accordance with the Brown Act, the Commission may not take action on items not listed on the agenda. The Commission may refer to staff any matters brought before them at this time and those matters may be placed on a future agenda.

In the interests of conducting an orderly and efficient meeting, speakers will be limited to three (3) minutes.

Anyone may also submit written comments at any time before or during the meeting.

Written and oral comments become part of the public record. Oral comments are summarized in the minutes of the commission's meeting.

CONSENT CALENDAR: All matters listed under Consent Calendar are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Commission or a member of the public prior to the time the Commission votes on the motion to adopt.

COMMISSIONER REPORTS AND ANNOUNCEMENTS: This is the time for brief announcements by commissioners on issues of interests to the community. In accordance with provisions of the Brown Act, matters which do not appear on the agenda, but require Commission discussion may be either (a) referred to staff or other resources for factual information or (b) placed on a future meeting agenda.