

# City of Hercules

111 Civic Drive  
Hercules, CA 94547



## Meeting Agenda

Tuesday, September 10, 2024

6:00 PM

In-Person in Council Chambers or  
Zoom ID: 884 9819 8023  
Zoom Passcode: 461396  
Zoom Phone Number: 1-669-900-6833

### City Council

*Mayor Dan Romero*  
*Vice Mayor Dion Bailey*  
*Council Member Alex Walker-Griffin*  
*Council Member Chris Kelley*  
*Council Member Tiffany Grimsley*

*Dante Hall, City Manager*  
*Christie Crawl, City Attorney*  
*Eibleis Melendez, City Clerk*

See last pages of agenda for information regarding meeting procedures  
To view webcast of meetings, live or on demand, go to the City's website at [www.ci.hercules.ca.us](http://www.ci.hercules.ca.us)

**I. CLOSED SESSION – CALL TO ORDER - ROLL CALL - 6:00 P.M.**

**1A. CONSIDER AND TAKE ACTION ON ANY REQUEST FROM A COUNCIL MEMBER TO PARTICIPATE IN A MEETING REMOTELY DUE TO JUST CAUSE OR EMERGENCY CIRCUMSTANCES PURSUANT TO AB 2449**

**1B. SPECIAL MEETING - CLOSED SESSION**

**II. PUBLIC COMMUNICATION - CLOSED SESSION ITEMS**

**III. CONVENE INTO CLOSED SESSION**

The Hercules City Council will meet in Closed Session regarding the following:

1. [22-944](#) Pursuant to Government Code Section 54957.6 Conference With Labor Negotiators - City Negotiators: Dante Hall, City Manager; Edwin Gato, Director of Finance; relative to the following employee groups:
  - a. Teamsters Local 315 Employee Organizations
  - b. Hercules Police Officers Association
  - c. Hercules Senior Manager Employee Group
  - d. Confidential Unrepresented Employee Group
  - e. Mid Management Employee Group

**IV. REGULAR MEETING – CONVENE TO OPEN SESSION - ROLL CALL - 7:00 P.M.**

**V. REPORT ON ACTION TAKEN IN CLOSED SESSION**

**VI. PLEDGE OF ALLEGIANCE**

**VII. MOMENT OF SILENCE**

**VIII. INTRODUCTIONS/PRESENTATIONS/COMMISSION REPORTS**

**Mayor Romero would like to acknowledge the following for the Month of September  
National Hispanic Heritage Month September 15th - October 15th  
Mexican Independence Day - September 16th, 2024  
National Falls Prevention Awareness Week September 18th-22nd**

1. [22-935](#) **Proclamation- Patriot Day**  
**Attachments:** [Patriot Day\(9/11 Day of Remembrance\) Proclamation](#)
2. [22-938](#) **Recyclemore Post Collection Agreement Presentation**  
**Attachments:** [Presentation - Hercules Draft RFP and PCA](#)

## IX. AGENDA ADDITIONS/DELETIONS

## X. PUBLIC COMMUNICATIONS

This time is reserved for members of the public to address issues not included in the agenda. In accordance with the Brown Act, Council will refer to staff any matters brought before them at this time, and those matters may be placed on a future agenda.

Individuals wishing to address the City Council are asked to complete a form indicating the name and address of the speaker and the general topic to be addressed. Speakers must make their comments from the podium and will be allowed 3 minutes to discuss their concerns. All public comments are recorded and become part of the public record. A limit of 30 minutes will be devoted to taking public comment at this point in the agenda. If any speakers remain at the conclusion of the initial 30 minute period, time will be reserved at the conclusion of the meeting to take the remaining comments.

## XI. PUBLIC HEARINGS

1. [22-937](#) **Local Vendor Preference Ordinance**  
**RECOMMENDATION:**  
Waive first reading and approve for introduction Ordinance (Attachment 1) adding Title 2, Chapter 5, Sections 2-5.01 to 2-5.03 to the Hercules Municipal Code to codify the City's local vendor preference for the purchase of goods and services.  
**Attachments:** [Staff Report - Local Vendor Preference Ordinance](#)  
[Attach 1 - Ordinance](#)  
[Attach 2 - June 25, 2024 Staff Report - Local Business Preference](#)

## XII. CONSENT CALENDAR

1. [22-936](#) **Meeting Minutes for the Regular Meeting of July 23, 2024**  
**Attachments:** [Meeting Minutes for the Regular Meeting of July 23, 2024](#)
2. [22-942](#) **Accept the Investment Report for the Quarter Ending June 30, 2024**  
**RECOMMENDATION:**  
Accept the Investment Report for the Quarter Ending June 30, 2024  
**Attachments:** [Investment Quarterly Report Ending June 30, 2024](#)  
[Attach 1 - Quarterly Investment Report](#)

3. [22-943](#) **Authorization to Extend the Audit Services with The Pun Group for three years ending June 30, 2025, June 30, 2026, and June 30, 2027, with the option to extend for an additional two fiscal years.**  
**RECOMMENDATION:**  
Adopt a Resolution authorizing the City Manager to Execute a three-year agreement for independent auditing services with the Pun Group with the option to extend for an additional two fiscal years.
- Attachments:**     [Staff Report - Audit Services Contract Extension](#)  
                                 [Attach 1 - Resolution](#)  
                                 [Attach 2 - The Pun Group Proposal](#)

### XIII. DISCUSSION AND/OR ACTION ITEMS

1. [22-941](#) **Approval of updated contract with Jarvis Fay LLP for legal services confirming firm name change and Christie Crowl as City Attorney**  
**RECOMMENDATION:**  
Staff recommends that the City Council adopt Resolution (Attachment 1) approving an updated contract for legal services which confirms the firm's name change and that Christie Crowl will serve in the role of City Attorney following Patrick Tang's retirement.
- Attachments:**     [Staff Report - City Attorney's Office contract](#)  
                                 [Attach 1 - Resolution](#)  
                                 [Exhibit A - Legal Services Agreement 9-1-24](#)
2. [22-940](#) **Authorization for the City Manager to sign the Transition Services Department Student Work Agreement**  
**RECOMMENDATION:**  
Staff recommends that the City Council:
1. Adopt a resolution establishing a Student Work Agreement in the WCCUSD Transition Services Department; and
  2. Authorize the City Manager to sign the Student Work Agreement for a period of September 2024 through July 2025
- Attachments:**     [Staff Report - Transition Services Agreement with WCCUSD](#)  
                                 [Attach 1 - Resolution - Transition Services Student Workers](#)  
                                 [Attach 2 - WCCUSD Contract 2024-25](#)

3. [22-939](#) **Designate the position of Human Resources Manager as the City's Primary Board Member and the position of City Clerk as the Alternate Board Member to the Municipal Pooling Authority (MPA)**

**RECOMMENDATION:**

Staff recommends adopting a Resolution designating the position of Human Resources Manager as the City's Primary Board Member to the Municipal Pooling Authority (MPA) and the position of City Clerk as the Alternate Board Member.

**Attachments:**     [Staff Report - MPA Board Member](#)  
[Attach 1 - Resolution- MPA Board Member](#)

#### **XIV. PUBLIC COMMUNICATIONS**

This time is reserved for members of the public who were unavailable to attend the Public Communications period during Section X of the meeting, or were unable to speak due to lack of time. The public speaker requirements specified in Section X of this Agenda apply to this Section.

#### **XV. CITY COUNCIL/CITY MANAGER/CITY ATTORNEY ANNOUNCEMENTS, COMMITTEE, SUB-COMMITTEE AND INTERGOVERNMENTAL COMMITTEE REPORTS AND FUTURE AGENDA ITEMS**

**This is the time for brief announcements on issues of interest to the community. In accordance with the provisions of the Brown Act, matters which do not appear on this agenda but require City Council discussion may be either (a) referred to staff or other resources for factual information or (b) placed on a future meeting agenda.**

- 1. Regional Committee**
- 2. City Council Committees and Subcommittees**
- 3. Commission Liaisons**

#### **XVI. ADJOURNMENT**

The next Regular Meeting of the City Council will be held on Tuesday, September 24, 2024 at 7:00p.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 by accessing the City website at [www.ci.hercules.ca.us](http://www.ci.hercules.ca.us) and can receive e-mail notification of agenda and staff report postings by signing up to receive an e-notice from the City's homepage. Agendas and staff reports may also be obtained by contacting the City Clerk at (510) 799-8200

(Posted: September 5, 2024)

**INSTRUCTIONS ON HOW TO PARTICIPATE AND WATCH THE HERCULES CITY COUNCIL AND PLANNING COMMISSION HYBRID MEETINGS**

Attend in Person: Hercules City Council Chambers – 111 Civic Drive, Hercules, CA 94547

Attend via Zoom Teleconference: Details provided below and zoom webinar login, passcode and phone numbers provided on the agenda cover.

**How to Submit Public Comments**

In Person: Attend meeting at the Hercules City Council Chambers, fill out a public speaker card located on the side table and submit it to the City Clerk.

Via Zoom: Members of the public may submit a live remote public comment via Zoom video conferencing. Download the Zoom mobile app from the Apple Appstore or Google Play. If you are using a desktop computer, you can test your connection to Zoom by clicking here or go to: <https://www.zoom.us/join>. Zoom also allows you to join by phone at +1-669-900-6833 or +1-929-205-6099 or +1-253-215-8782.

Written Comments Submitted Electronically: All comments received before 3:00 p.m. the day of the meeting will be provided to the City Council prior to the meeting and posted to the City's agenda website and located by clicking on the "meeting details" tab. Written comments received after 3:00 p.m. will be provided to City Council and posted to the agenda website the following day. Written comments will not be read aloud during the meeting. Email comments to [emelendez@ci.hercules.ca.us](mailto:emelendez@ci.hercules.ca.us). Please indicate which item on the agenda you are commenting on in the subject line of your email.

Written comments submitted in person or via mail: Additional ways to provide your public comment is to either drop off your comment in person to the front desk receptionist located in the City Hall lobby or to mail your comment to City of Hercules, ATTN: City Clerk – Public Comment (Meeting Date), 111 Civic Drive, Hercules, CA 94547 in time to reach the City Clerk no later than 3:00 p.m. on the day of the meeting or you can submit your comment by telephone by calling (510) 799-8208 no later than 3:00 p.m. on the meeting date.

If you need assistance with public comment, please contact: Eibleis Melendez City Clerk at [emelendez@herculesca.gov](mailto:emelendez@herculesca.gov) or by calling (510) 799-8208.

All public comments will become part of the official meeting record. As email containing public meeting comments are part of the official record, note that personal contact information may be published if it is included with your email. The City cannot guarantee that its network and/or the website will not be uninterrupted. To ensure that the City Council receives your written comments, you are strongly encouraged to submit your comments in writing in advance of the meeting by 3:00 p.m. on the day of the Council or Commission meeting.

**OTHER WAYS TO WATCH THE MEETING**

Live on Channel 28: City Council meetings will replay the following Thursday at 7:00 p.m. and Saturday at 1:00 p.m.  
Planning Commission meetings will replay the following Wednesday at 7:00 p.m. and Saturday at 9:00 a.m.

Video Streamed Live on the City's Website:

To view City Council and Planning Commission meeting videos online go to: Hercules Meeting Videos.  
Instructions to view Live or On-Demand Videos from the City's website:

1. Go to: Hercules Meeting Videos or <https://hercules.legistar.com/calendar.aspx>.
2. Locate the desired meeting and date.
3. Click the associated "Video" link (Video status is as follows):
  - Video = Video is available for on demand viewing.
  - In Progress = Video is available for viewing during live recording.
  - Not Available = Video is either unavailable or has not been recorded.

**THE HERCULES CITY COUNCIL ADHERES TO THE FOLLOWING POLICIES,  
PROCEDURES AND REGULATIONS REGARDING CITY COUNCIL MEETINGS**

1. SPECIAL ACCOMMODATIONS: In compliance with the Americans with Disabilities Act, if you require special accommodations to participate at a City Council meeting, please contact the City Clerk at 510-799-8208 at least 48 hours prior to the meeting.
2. 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 City Council otherwise may make comments during the Public Communication period of the meeting.
3. AGENDA POSTING: Agendas of regular City Council meetings are posted at least 72 hours prior to the meeting at City Hall, the Hercules Swim Center, Ohlone Child Care Center, and on the City's website ([www.ci.hercules.ca.us](http://www.ci.hercules.ca.us)),
4. PUBLIC COMMUNICATION: Persons who wish to address the City Council should complete the speaker form prior to the Council's consideration of the item on the agenda.

Anyone who wishes to address the Council on a topic that is not on the agenda and is relevant to the Council 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 City Council may not take action on items not listed on the agenda. The Council 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.

5. 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 Council or a member of the public prior to the time the City Council votes on the motion to adopt.
6. LEGAL CHALLENGES: If you challenge a decision of the City Council in court, you may be limited to raising only those issues you or someone else raised at the meeting or in written correspondence delivered at, or prior to, the meeting. Actions challenging City Council decisions shall be subject to the time limitations contained in Code of Civil Procedure Section 1094.6.