



# City of Hercules

111 Civic Drive  
Hercules, CA 94547

## Meeting Minutes

### City Council

*Mayor Dion Bailey*  
*Vice Mayor Chris Kelley*  
*Council Member Alex Walker-Griffin*  
*Council Member Dilli Bhattarai*  
*Council Member Tiffany Grimsley*

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

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Tuesday, September 23, 2025

5:30 PM

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#### **CLOSED SESSION - 5:30 P.M., REGULAR MEETING - 7:00 P.M**

**In-Person in Council Chambers or Via Zoom:**

**Zoom ID: 846 7136 6485 Zoom Passcode: 532552**

**Zoom Phone Number: 1-669-900-6833**

#### **I. SPECIAL CLOSED SESSION – CALL TO ORDER - ROLL CALL - 5:30 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**

Council Member Grimsley was not present for Roll Call but did attend Closed Session.

**Present:** 5 - Council Member Dilli Bhattarai, Mayor D. Bailey, Vice Mayor C. Kelley, Council Member A. Walker-Griffin, and Council Member T. Grimsley

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

NONE

#### **III. CONVENE INTO CLOSED SESSION**

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

The City Attorney read the titles of the items to be discussed in Closed Session. City Council and Staff recessed into Closed Session.

1. [25-262](#) 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

2.        [25-263](#)        Pursuant to Government Code Section 54957(b) PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Title: City Attorney

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

Mayor Bailey convened the Regular Session at 7:25 pm

**Present:** 5 - Council Member Dilli Bhattarai, Mayor D. Bailey, Vice Mayor C. Kelley, Council Member A. Walker-Griffin, and Council Member T. Grimsley

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

City Attorney reported out on Closed Session Item 1:

On a motion by Council Member Kelly with a second by Council Member Grimsley, the City Council voted to approve Consent Items 4 and 5- An MOU with Teamsters Local 315 for full time employees, an MOU with Teamsters Local 315 for part time employees, side letter agreements with Teamsters Local 315 full and part time employees, and a 3% cost of living adjustment to part time unbenefited employees as well as pay and benefit plans for executive level, mid management, and non-represented employees. The vote on that motion was unanimous with all five council members present. These documents were made available for the public to review.

#### **VI. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was lead by Council Member Grimsley.

#### **VII. MOMENT OF SILENCE**

NONE

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

1.        [25-259](#)        Proclamation - National Hispanic Heritage Month: September 15- October 15, 2025

**Attachments:** [Proclamation](#)

Mayor Bailey read the proclamation. Council provided remarks. No public comment.

#### **IX. AGENDA ADDITIONS/DELETIONS**

NONE

## X. PUBLIC COMMUNICATIONS

Public comment was provided by Jennifer Brav

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. [25-250](#) Approval of a Resolution to update the City's Master Fee Schedule  
RECOMMENDATION:  
Open the Public Hearing, receive a Staff Report, Take Public Testimony, Close the Public Hearing, and Adopt a resolution approving a revised Master Fee Schedule for the fiscal year 2025-2026. This Master Fee Schedule establishes the fees associated with a wide array of services rendered by the City, including those related to development projects in accordance with Government Code section 66017. The revisions include an increase in certain existing fees; however, all fees set forth in the Master Fee Schedule are set at levels that are compliant with state law.

**Attachments:** [Staff Report](#)

[Attach 1 - Resolution Master Fee Schedule \(2\)](#)

[Attach 2 - FY 25-26 Proposed Master Fee Schedule](#)

Finance Director, Edwin Gato, introduced and presented the item. Council asked questions and provided comment. Mayor Bailey opened the Public Hearing. No public comment. Mayor Bailey closed the Public Hearing. No further discussion from Council. Action was taken on this item.

**MOTION: A motion was made by Vice Mayor Kelley, seconded by Council Member Walker-Griffin, to adopt Resolution 25-056. The motion carried by the following vote:**

**Aye:** 5 - Council Member Dilli Bhattarai, Mayor D. Bailey, Vice Mayor C. Kelley, Council Member A. Walker-Griffin, and Council Member T. Grimsley

## XII. CONSENT CALENDAR

**MOTION: A motion was made by Council Member Walker-Griffin, seconded by Council Member Bhattarai, to adopt the Consent Calendar. The motion carried by the following vote:**

**Aye:** 5 - Council Member Dilli Bhattarai, Mayor D. Bailey, Vice Mayor C. Kelley, Council Member A. Walker-Griffin, and Council Member T. Grimsley

1. [25-261](#) Meeting Minutes for the Regular Meeting of September 9, 2025

**Attachments:** [Meeting Minutes for the Regular Meeting of September 9, 2025](#)

APPROVED

2. [25-248](#) Quarterly Review of Future Agenda Items  
RECOMMENDATION:  
Staff recommends that the City Council receive the staff report on the quarterly review of future City Council agenda items.

**Attachments:** [Staff Report](#)  
[Attach 1 - Future Agenda Items List](#)

APPROVED

3. [25-249](#) 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 2025 through July 2026

**Attachments:** [Staff Report](#)  
[Attach 1 - Resolution](#)  
[Attach 2 - Transition Services Student Work Agreement 2025-2026](#)

RESOLUTION 25-057, APPROVED

4. [25-253](#) Approve a Memorandum of Understanding with Teamsters Local 315 Full Time Employees, a Memorandum of Understanding with Teamsters Local 315 Part Time Employees, Side Letter Agreements with Teamsters Local 315, and a 3% Cost of Living Adjustment to Part Time Unbenefited Employees  
RECOMMENDATION:  
Adopt a Resolution Approving:  
1. A Memorandum of Understanding with Teamsters Local 315 Full Time Employees;  
2. A Memorandum of Understanding with Teamsters Local 315 Part Time Employees;  
3. A Side Letter Agreement with Teamsters Local 315 Full Time Employees;  
4. A Side Letter Agreement with Teamsters Local 315 Part Time Employees;  
5. A 3% Cost of Living Adjustment to Part Time Unbenefited employees;

and

6. A Fiscal Year 2025-2026 Master Salary Schedule pursuant to California Public Employees Retirement System (CalPERS) effective July 6, 2025.

RESOLUTION 25-058, APPROVED

5. [25-258](#)

Approve Pay and Benefit Plans for Executive Level, Mid-Management & Non-Represented Employees

RECOMMENDATION:

Staff recommends that the City Council adopt a resolution approving Pay and Benefit Plans for Executive Level, Mid-Management, and Non-Represented Employee Groups and authorize the City Manager to execute the Plans for a two-year term beginning July 1, 2025, and ending June 30, 2027.

RESOLUTION 25-059, APPROVED

**XIII. DISCUSSION AND/OR ACTION ITEMS**

1. [25-251](#) Award of Contract to the Lew Edwards Group and FM3 Research for Polling and Strategic Communication Services for Ballot Measures for Additional Sales Tax, the Viability of Becoming a Charter City for the Limited Purpose of Increasing the Real Property Transfer Tax, and General Obligation (GO) Bonds in the amount not to exceed \$142,250, and approve an appropriation of \$142,250 from the General Fund Reserves  
**RECOMMENDATION:**

Authorize the City Manager to enter into an agreement with Lew Edwards Group for polling and strategic communication services pertaining to ballot measures. These measures include the potential implementation of an additional sales tax, the evaluation of the feasibility of becoming a charter city to increase the real property transfer tax, and the issuance of GO bonds. The total expenditure for these services shall not exceed \$142,250. Additionally, we request the approval of an appropriation of \$142,250 from General Fund Reserves to support this initiative.

**Attachments:** [Staff Report](#)

[Attach 1 - Resolution](#)

[Attach 2 - Election Opinion Poll Services Proposal](#)

Finance Director, Edwin Gato, introduced and presented the item. Representatives from the Lew Edwards Group and FM3 Research attended via Zoom to answer any questions. No public comment. Council asked questions and provided comment. Lew Edwards Group, FM3 and Director Gato provided a response. Action was taken on this item.

**MOTION: A motion was made by Council Member Walker-Griffin, seconded by Vice Mayor Kelley, to adopt Resolution 25-060. The motion carried by the following vote:**

**Aye:** 5 - Council Member Dilli Bhattarai, Mayor D. Bailey, Vice Mayor C. Kelley, Council Member A. Walker-Griffin, and Council Member T. Grimsley

2. [25-264](#) Amendment to the City's January 23, 2024 Professional Services Agreement with Gates & Associates, Inc. to provide Building Permit Submittal and Electrical Engineering Design Services for the Refugio Valley Park Picnic Area and Shade Structure Improvement Project  
**RECOMMENDATION:**  
Adopt a Resolution authorizing the City Manager to execute an amendment to the City's January 23, 2024 Professional Services Agreement with Gates & Associates, Inc. to provide Building Permit Submittal and Electrical Engineering Design Services for the Refugio Valley Park Picnic Area and Shade Structure Improvement Project, Increasing the Cost by \$13,743 to a Total Cost of \$90,193.

**Attachments:** [Staff Report - Gates Refugio Amendment 1](#)

[Attach 1 - Resolution](#)

[Attach 2 - Contract Amendment-Gates](#)

Public Works Director and Civil Engineer, Glenn Dombeck, introduced and presented the item. No public comment. Council asked questions and provided comment. Director Dombeck provided a response. Action was taken on this item. After the motion was made Council Member Bhattarai had a follow up question. A roll call vote was taken.

**MOTION: A motion was made by Vice Mayor Kelley, seconded by Council Member Grimsley, to adopt Resolution 25-061. The motion carried by the following vote:**

**Aye:** 5 - Council Member Dilli Bhattarai, Mayor D. Bailey, Vice Mayor C. Kelley, Council Member A. Walker-Griffin, and Council Member T. Grimsley

**3. [25-254](#)**

Cooperative Funding Agreement with West Contra Costa Transportation Advisory Committee (WCCTAC) to Receive an Additional \$300,000 in Subregional Transportation Mitigation Program (STMP) Funding for the Hercules Hub

**RECOMMENDATION:**

Adopt a resolution approving a Cooperative Funding Agreement with West Contra Costa Transportation Advisory Committee (WCCTAC) to receive \$300,000 in Subregional Transportation Mitigation Program (STMP) funding in addition to the \$1.55 million of existing STMP funding for a total new agreement amount of \$1.85 million to advance the Hercules Hub ("Hub") and authorizing the City Manager to execute the Agreement on behalf of the City.

**Attachments:** [Staff Report](#)

[Attach 1 - Resolution](#)

[Attach 2 - Cooperative Funding Agreement](#)

Public Works Director and Civil Engineer, Glenn Dombeck, introduced and presented the item. No public comment. Council asked questions and provided comment. Director Dombeck and City Manager Dante Hall provided a response. Action was taken on this item.

**MOTION: A motion was made by Council Member Walker-Griffin, seconded by Vice Mayor Kelley, to adopt Resolution 25-062. The motion carried by the following vote:**

**Aye:** 5 - Council Member Dilli Bhattarai, Mayor D. Bailey, Vice Mayor C. Kelley, Council Member A. Walker-Griffin, and Council Member T. Grimsley

**4. [25-260](#)**

Discussion Regarding a New Sister City Relationship with Tilottama, Nepal

**RECOMMENDATION:**

Staff recommends that the City Council consider establishing a new Sister City relationship and give guidance to staff.

**Attachments:** [Staff Report](#)

[Attach 1 - Letter from Tilottama Municipality, Nepal, Regarding City-to-City Relationship](#)

City Manager, Dante Hall, introduced and presented the item. Council Member Bhattarai provided remarks on the item. Public comment was provided by Jennifer Brav. Council asked questions and provided comment. Council Member Bhattarai provided a response. Direction was provided by Council to move forward with the program and bring the item back to Council at later date. Action was taken on this item.

**MOTION:** A motion was made by Council Member Bhattarai, seconded by Council Member Walker-Griffin, to move forward with the Sister City program and do the following: Officially approve the establishment of a Sister City relationship with Tilottama at a future City Council meeting, to review and approve the comprehensive Sister City program plan created by the collaborative volunteer group, identify a City Council liaison for the initiative and evaluate and consider funding to support program initiatives. The motion carried by the following vote:

**Aye:** 5 - Council Member Dilli Bhattarai, Mayor D. Bailey, Vice Mayor C. Kelley, Council Member A. Walker-Griffin, and Council Member T. Grimsley

**5. [25-252](#)**

FY 2025-26 Capital Improvement Program Update

**RECOMMENDATION:**

It is recommended that the City Council receive an update on the status of the FY 2025-26 Capital Improvement Program.

**Attachments:** [Staff Report](#)

[Attach 1 - FY25-26 Proposed CIP](#)

[Presentation](#)

Public Works Director and Civil Engineer, Glenn Dombeck, introduced and presented the item. No public comment. Council asked questions and provided comment. Director Dombeck and City Manager, Dante Hall, provided a response. This was an informational item. No action was taken on this item.

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

NONE

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**

- a. Contra Costa Mayors Conference
- b. Hercules/ Pinole - WasteWater Management
- c. League of Cities
- d. Water Emerg. Transportation Authority
- e. WCCIWMA
- f. WCCTAC
- g. West Co. Mayors & Supervisors Assoc. Meeting
- h. WestCat
- i. MCE
- j. CCTA
- k. East Bay Wildfire Coalition of Governments

**2. City Council Committees and Subcommittees**

- a. Econ. Dev. Subcommittee
- b. Traffic and Public Safety Committee
- c. East Bay Economic Development Alliance
- d. Education Subcommittee

**3. Commission Liaisons**

- a. Community & Library Services Commission
- b. Finance Commission
- c. Planning Commisison

No announcements from the City Manager or City Attorney

**1. Regional Committees**

Vice Mayor Kelley reported out on a forum that was hosted by the East Bay Economic Development Alliance. She also reported out on the Contra Costa Transportation Authority (CCTA) board meeting. Council Member Walker -Griffin attended the Mayors Conference. Mayor Bailey reported out on the WestCat board meeting

**2. City Council Committees and Subcommittees**

No reports were provided

**3. Commission Liaisons**

No reports were provided

Council Members reported out on events they attended throughout the City and County which included Supervisor Shanelle Scales-Preston's District 5 Town Hall meeting.

**XVI. ADJOURNMENT**

Mayor Bailey adjourned the meeting at 9:22 pm.

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Dion Bailey, Mayor

Attest:

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Eibleis Melendez, City Clerk