



# 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, June 24, 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: 841 4720 1391 Zoom Passcode: 600186**

**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**

**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:

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

1. [25-189](#) CONFERENCE WITH LEGAL COUNSEL - POTENTIAL LITIGATION Pursuant to Government Code Section 54956.9(e)(1) in one matter
2. [25-186](#) 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.**

The Mayor opened the Regular Meeting at 7:05 P.M.

**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, Christie Crowl, reported out that there was no final or reportable action taken in Closed Session.

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

The Pledge of Allegiance was lead by Council Member Bhattarai.

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

NONE

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

1. [25-188](#) Philippine Independence Day Proclamation

**Attachments:** [127th Anniversary Proclamation of Philippine Independence](#)

Mayor Bailey read the Proclamation recognizing Philippine Independence Day. No remarks were provided by Council.

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

NONE

**X. PUBLIC COMMUNICATIONS**

NONE

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. [25-180](#) Landscaping and Lighting Assessment Districts (LLADs) - Hold Public Hearings for the City's Five LLADs, Hold Public Hearing regarding Proposed Assessment Increase for the Victoria by the Bay LLAD, and Adopt Resolutions Confirming Diagrams and Assessments for the City's five LLADs for Fiscal Year 2025/26  
RECOMMENDATION:  
City staff is recommending City Council take the following actions:
  - 1) Hold a Public Hearing and Adopt a Resolution Confirming Diagram and Assessments and Ordering Levy of Assessments for Fiscal Year (FY) 2025/26 for the City of Hercules Landscaping and Lighting Assessment District No. 83-2 pursuant to the Landscaping and Lighting Act of 1972;
  - 2) Hold a Public Hearing and Adopt a Resolution Confirming Diagram and Assessments and Ordering Levy of Assessments for FY 2025/26 for the City of Hercules LLAD 2002-2 (Hercules Village) pursuant to the Landscaping and Lighting Act of 1972;
  - 3) Hold a Public Hearing and Adopt a Resolution Confirming Diagram and Assessments and Ordering Levy of Assessments for FY 2025/26 for the City of Hercules LLAD 2004-1 (Baywood) pursuant to the Landscaping and Lighting Act of 1972;
  - 4) Hold a Public Hearing and Adopt a Resolution Confirming Diagram and Assessments and Ordering Levy of Assessments for FY 2025/26 for the City of Hercules LLAD 2005-1 (Bayside) pursuant to the Landscaping and Lighting Act of 1972; and
  - 5) Victoria by the Bay LLAD Action Items:
    - a. Hold a Public Hearing to receive testimony regarding the proposed

increase to the maximum assessment rate for the City of Hercules Landscaping and Lighting Assessment District No. 2002-1 (Victoria by the Bay LLAD) commencing with FY 2025/26;

b. Prior to the conclusion of public testimony, request any remaining assessment ballots for the Victoria by the Bay LLAD be delivered to the City Clerk, close public testimony and declare the balloting period closed, and any ballots received after that time shall be considered invalid and not counted;

c. Declare that the assessment ballots will be tabulated on June 24, 2025 outside City Council Chambers upon close of the balloting period and that any interested person may attend and watch the tabulation process;

d. Announce the results of the ballot tabulation will be declared at the July 22, 2025 City Council meeting and this agenda item will be continued until that time;

e. On July 22, 2025 adopt a Resolution declaring the results of the ballot tabulation regarding the proposed increase to the maximum assessment rate for the Victoria by the Bay LLAD commencing Fiscal Year 2025/26; and

f. On July 22, 2025 adopt a Resolution approving the Final Engineer's Report, Confirming Diagram and Assessments and Ordering Levy of Assessments for Fiscal Year 2025/26 for the Victoria by the Bay LLAD pursuant to the Landscaping and Lighting Act of 1972.

**Attachments:** [STAFF REPORT - FY 2025-26 LLAD](#)

[Attach 1a - RESOLUTION CONFIRMING DIAGRAM AND ASSESSMENTS 83-2](#)

[Attach 1b - RESOLUTION CONFIRMING DIAGRAM AND ASSESSMENTS 2002-2](#)

[Attach 1c - RESOLUTION CONFIRMING DIAGRAM AND ASSESSMENTS 2004-1](#)

[Attach 1d - RESOLUTION CONFIRMING DIAGRAM AND ASSESSMENTS 2005-1](#)

[Attach 2a - L832-2526 FER](#)

[Attach 2b - L2002-1-2526 FER](#)

[Attach 2c - L2002-2526 FER](#)

[Attach 2d - L041-2526 FER](#)

[Attach 2e - L051-2526 FER](#)

Public Works Director, Glenn Dombeck, introduced and presented the item. Francisco and Associates was present to answer any questions. Council asked questions and provided comment. Director Dombeck and Francisco and Associates provided a response. Mayor Bailey opened the

Public Hearing for all five items listed. No public comment was provided for the five items listed. Action was taken on four Landscape and Lighting Resolutions. The Public Hearing was continued to the July 22nd, 2025 City Council meeting where the results of the 218 Hearing will be announced and confirmed.

**MOTION: A motion was made by Vice Mayor Kelley, Seconded by Council Member Walker-Griffin, to adopt Resolution 25-034(LLAD 83-2). The motion was 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

**MOTION: A motion was made by Council Member Grimsley, Seconded by Vice Mayor Kelley, to adopt Resolution 25-035(LLAD Hercules Village). The motion was 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

**MOTION: A motion was made by Council Member Walker-Griffin, Seconded by Council Member Bhattarai, to adopt Resolution 25-036(LLAD Baywood). The motion was 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

**MOTION: A motion was made by Vice Mayor Kelley, Seconded by Council Member Walker-Griffin, to adopt Resolution 25-037(LLAD Bayside). The motion was 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

**MOTION: A motion was made by Council Member Grimsley, Seconded by Vice Mayor Kelley, to direct staff to tabulate the votes for Victoria by the Bay and present to Council at the July 22nd, 2025 City Council meeting. The motion was amended to add that the Mayor close public testimony. The Mayor declared the balloting period closed and any ballots received after this time will be considered invalid. The motion was 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 Vice Mayor Kelley, Seconded by Council Member Walker-Griffin, to adopt the Consent Calendar. The motion was 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. [25-187](#) Meeting Minutes for the Regular Meeting of June 10, 2025**

**Attachments:** [Meeting Minutes for the Regular Meeting of June 10, 2025](#)

**APPROVED**

2. [25-178](#) Annual Approval of the City of Hercules Investment Policy  
RECOMMENDATION:  
Review and approve the City of Hercules Investment Policy.

**Attachments:** [Staff Report - Investment Policy Annual Review](#)  
[Attach 1 - Investment Policy](#)

APPROVED

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

1. [25-179](#) Agreement with RSG to Provide Housing Element Program Implementation Services  
RECOMMENDATION:  
Adopt a resolution authorizing the City Manager to execute a \$187,985 professional service agreement with RSG to assist the City with implementing Housing Element programs to implement meaningful actions related to Affirmatively Furthering Fair Housing (“AFFH”) and increasing the supply of affordable housing in the City.

**Attachments:** [Staff Report - Housing Services Agreement - RSG](#)  
[Attach 1 - Resolution - Housing Services Agreement - RSG](#)  
[Attach 2 - RSG Professional Services Agreement Proposal](#)

Community Development Director, Tim Rood, introduced and presented the item. RSG was present to answer any questions. No public comment. Council asked questions and provided comment. Director Rood and RSG provided a response. Action was taken on this item.

**MOTION: A motion was made by Vice Mayor Kelley, seconded by Council Member Grimsley, to adopt Resolution 25-039. 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. [25-181](#) Acceptance of the Sycamore Avenue Trunk Sewer Replacement Project  
RECOMMENDATION:  
Adopt a resolution accepting the Sycamore Avenue Trunk Sewer Replacement Project as complete and authorizing the filing of the Notice of Completion with the Contra Costa County Recorder’s Office and final payment to the contractor.

**Attachments:** [Staff Report - Sycamore Ave Trunk Sewer Project Acceptance](#)  
[Attach 1 - Resolution Sycamore Ave Trunk Sewer Replacement Project Acceptance](#)  
[Attach 2 - Notice of Completion - Sycamore Trunk Sewer](#)  
[Attach 3 - Location Map - Sycamore Ave Trunk Sewer Replacement Project](#)

Public Works Director, Glenn Dombeck, introduced and presented the item. No public comment. Council asked questions and provided comment. Director Dombeck and Director Edwin provided a response. Action was taken on this item.

**MOTION: A motion was made by Council Member Bhattarai, seconded by Vice Mayor Kelley, to adopt Resolution 25-040. 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. [25-182](#)

Professional Services Agreement with SNG & Associates, Inc. to provide On-call Engineering Staff Support Services and preparation of the 5-Year Capital Improvement Program

**RECOMMENDATION:**

Adopt a Resolution authorizing the City Manager to execute an agreement with SNG & Associates, Inc. ("SNG") for a not-to-exceed amount of \$238,827.00 to provide On-call Engineering Staff Support services and preparation of the 5-Year Capital Improvement Program as outlined in SNG's proposal dated June 2, 2025 (Attachment 1).

**Attachments:** [Staff Report - SNG MPSA 2025](#)

[Attach 1 - SNG Proposal](#)

[Attach 2 - Resolution SNG PSA](#)

[Attach 3 - 25-035 SNG & Associates Inc. Agreement](#)

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

**MOTION: A motion was made by Council Member Grimsley, seconded by Council Member Walker-Griffin, to adopt Resolution 25-038. 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. [25-183](#)

Military Equipment Use and Acquisition

**RECOMMENDATION:**

(1) Accept the 2025 annual military equipment report, (2) determine that the Police Department's use of military equipment for the past year complied with the Department's Policy 709 and the requirements of state law, and (3) renew Policy 709 and Ordinance No. 547 (Military Equipment) and confirm that both will remain in effect without change.

**Attachments:** [Staff Report - Military Equipment 2024](#)  
[Attach 1 - Policy Section 709 - Military Equipment](#)  
[Attach 2 - 2024 Annual Military Equipment Report](#)  
[Attach 3 - AB481](#)  
[Attach 4 - Ordinance No. 547 - Adopting HPD Policy 709](#)

Police Chief, Joe Vasquez, introduced and presented the item. No public comments. Council asked questions and provided comment. Chief Vasquez provided responses to questions by Council. Action was taken on this item.

**MOTION:** A motion was made by Vice Mayor Kelley, seconded by Council Member Walker-Griffin, to accept the 2025 annual Military Equipment report. It was determined that the Police Department's use of military equipment for the past year complied with the Department's Policy 709 and the requirements of state law and the Policy 709 and Ordinance No. 547(Military Equipment) will be renewed and both will remain in effect without change. 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

#### **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

City Manager Hall provided an events update. City Attorney Crowl had no announcements.

**1. Regional Committee**

Vice Mayor Kelley reported out on the Contra Costa Transportation Authority meeting. Council Member Grimsley and Mayor Bailey reported out on the WestCat board meeting.

**2. City Council Committees and Subcommittees**

Vice Mayor Kelley reported out on an East Bay Economic Development Alliance webinar that she attended

**3. Commission Liaisons**

No reports were provided

Council Members reported out on events they attended throughout the City and County, which included various Juneteenth events and Hercules High School Graduation.

There were no future agenda items requests by Council.

**XVI. ADJOURNMENT**

Mayor Bailey adjourned the meeting at 8:10 P.M.

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Dion Bailey, Mayor

Attest:

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Eibleis Melendez, City Clerk