

# City of Hercules

111 Civic Drive  
Hercules, CA 94547



## Meeting Agenda

Monday, September 11, 2023

7:00 PM

In-Person in Council Chambers or

Zoom ID: 895 7620 5584

Zoom Passcode: 942096

Zoom Phone Number: 1-669-900-6833

## Community and Library Services Commission

*Evangelia Ward-Jackson, Chair*

*D. Yamamoto, Vice Chair*

*Brian Campbell-Miller, Commissioner*

*Han Chen, Commissioner*

*Monique Hernandez, Student Commissioner*

**I. SPECIAL MEETING - CALL TO ORDER - ROLL CALL - NONE**

**II. WORKSHOP - NONE**

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

**IV. PLEDGE OF ALLEGIANCE**

**V. INTRODUCTIONS/PRESENTATIONS**

**1. Introduction and Oath of Office for the newly appointed Community and Library Services Youth Commissioner: Monique Hernandez**

**VI. AGENDA ADDITIONS/DELETIONS**

**VII. PUBLIC COMMUNICATIONS**

**VIII. DIRECTOR REPORT**

1. [22-643](#) **Parks and Recreation Monthly Reports (August/ September)**

**Attachments:** [Monthly Reports - PR - September 2023](#)

2. [22-642](#) **Library Monthly Reports (August/September)**

**Attachments:** [Monthly Report - Library- September 2023](#)

**IX. CONSENT CALENDAR**

1. [22-644](#) **Minutes: July 10, 2023**

**Attachments:** [MINUTES - CLSC - July 10, 2023](#)

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

1. [22-645](#) **Fundraising opportunity for City Recognized Nonprofit Groups**

2. [22-646](#) **Nonprofit Group Presentations**
  - a. Bayfront Chamber of Commerce
  - b. Hercules Education Foundation
  - c. Hercules Democratic Club
  - d. Chinese Association

3. [22-647](#) **Heritage Garden Memorial Plaque Program - Joanne Ward**

**RECOMMENDATION:**

Staff recommends that the Community and Library Services Commission receive an update from staff regarding the Heritage Garden Memorial Plaque Program accepting the application for Joanne Ward.

**Attachments:** [Staff Report - CLSC - Heritage Garden Memorial Plaque Program](#)  
[Attach 1 - Heritage Garden - Memorial Plaque Program](#)  
[Attach 2 - Heritage Garden - Memorial Plaque program - Proposed plaque JWard](#)

4. [22-648](#) **Refugio Park Tree Replacement & Shade Structure Project**

5. [22-649](#) **Events Update**

**Attachments:** [Attach 1 - Events - Trunk or Treat & PUMPKATAAZ Registration forms - 2023](#)

6. [22-650](#) **Update on Hercules Parks & Recreation Facilities Master Plan**

**RECOMMENDATION:**

Staff recommends that the Community and Library Services Commission receive an update from staff regarding the status of the Park System Master Plan.

**Attachments:** [Staff Report - CLSC - Hercules Parks & Recreation Facilities Master Plan Update](#)  
[Attach 1 - PRFMP - Prioritization Summary Draft](#)

## XI. COMMISSIONER REPORTS AND ANNOUNCEMENTS

## XII. FUTURE AGENDA ITEMS

### 1. Nonprofit group presentations continued

a. October: groups already signed up included Friends of Senior Center, Library Foundation, Historical Society and Sister City Association.

b. November: all others (Boy Scouts Troop 76, Community Garden. Friends of the Library, Rotary, Senior Citizens Club and WCCYSL)

### 2. Nonprofit Group Renewals for 2024

### 3. Refugio Valley Park Pond

### **XIII. ADJOURNMENT**

The next Regular Meeting of the Commission will be held on Monday, October 9, 2023 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](http://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 City Clerk at (510) 799-8208.

Posted: September 7, 2023

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

**SPECIAL ACCOMMODATIONS:** 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 510-799-8208 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 and on the City's website ([www.ci.hercules.ca.us](http://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.

**LEGAL CHALLENGES:** If you challenge a decision of the Commission 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 Commission decisions shall be subject to the time limitations contained in Code of Civil Procedure Section 1094.6. In order to ensure the efficient conduct of meetings, and to provide opportunities for all interested persons to speak and be heard, the Commission will adhere to the following meeting procedures: