



City of Hercules

111 Civic Drive
Hercules, CA 94547

Meeting Minutes

City Council

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

Dante Hall, City Manager
Patrick Tang, City Attorney
Eib leis Melendez, Acting City Clerk

Tuesday, February 14, 2023

7:00 PM

In Person in Council Chamber or
Zoom ID: 819 7875 1779
Zoom Passcode: 559396
Zoom Phone Number: 1-669-900-6833

I. CLOSED SESSION- CALL TO ORDER - ROLL CALL

NONE

II. PUBLIC COMMUNICATION - CLOSED SESSION ITEMS

NONE

III. CONVENE INTO CLOSED SESSION

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

IV. REGULAR MEETING – CALL TO ORDER - ROLL CALL [7:00 P.M.]

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

V. A. REPORT ON ACTION TAKEN IN CLOSED SESSION-

NONE

B. 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 OF AB2449

VI. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was lead by Council Member Grimsley.

VII. MOMENT OF SILENCE

A moment of silence was held for the earthquake victims in Turkey as well as for the shooting victims on the Michigan State University Campus.

VIII. INTRODUCTIONS/PRESENTATIONS/COMMISSION REPORTS**1. [22-450](#) BLACK AND AFRICAN AMERICAN HISTORY MONTH PROCLAMATION**

Attachments: [Black and African American History Month Proclamation](#)

Mayor Walker-Griffin presented the Proclamation for Black and African American History Month. The Council provided comment. Community Member Marna Anning spoke and accepted the proclamation. Pictures were taken.

2. [22-449](#) POLICE OFFICER OF THE YEAR PROCLAMATION

Attachments: [Proclamation - Police Officer of the Year](#)

Mayor Walker-Griffin presented the Police Officer of the Year Proclamation to Officer Karson Kauffroath. Chief Joeseph Vasquez spoke and introduced Officer Kauffroath. Officer Kauffroath spoke and accepted the proclamation. Council Members offered their congratulations and followed up with comment. Pictures were taken.

IX. AGENDA ADDITIONS/DELETIONS

NONE

X. PUBLIC COMMUNICATIONS

Alison Peters, Senior Community Library Manager, reported on events taking place in the library during Black History Month.

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- NONE

NONE

XII. CONSENT CALENDAR

ACTION: approve with conditions. **MOTION:** A motion was made by Council Member Romero, to accept the Consent Calendar with an amendment to Item number three. Seconded by Council Member Kelley. The lease of the trailer by the Hercules Historical Society will be temporarily month to month until more detailed information regarding what other organizations pay can be provided. This item will come back in front of Council.

Council Member Kelley initiated the original motion to approve the Consent Calendar. Council Member Romero requested that Item number three be pulled. He asked that an amendment to the agreement be added to state that the Hercules Historical Society would pay \$100 for electricity. City Attorney, Patrick Tang, provided comment. Council Member Bailey inquired about whether we charge other organizations and suggested that we do a month to month agreement until more information has been provided. A representative from the Hercules Historical Society offered comment via Zoom. A motion was made by Council Member Kelley to put Item number three back on the Consent Calendar as is; Seconded by Council Member Romero. **Vote: Ayes:** Council Member Kelley and Council Member Romero, **Noes:** Council Member Bailey and **Abstain:** Council Member Grimsely and Mayor Walker-Griffin. Motion did not carry. The final action was noted above. The Vote below is referring to the Final Motion/Action that was made.

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

1. [22-446](#) Meeting Minutes For the Special Meeting on January 17th and the Regular Meeting on January 24th 2023

Attachments: [Meeting Minutes for the Special Meeting on January 17th, 2023](#)
[Meeting Minutes for the Regular Meeting on January 24th, 2023](#)

APPROVED

2. [22-448](#) Investment Report for the Quarter Ending December 31, 2022
Recommendation: Accept the Investment Report for the Quarter Ending December 31, 2022.

Attachments: [Staff Report - Investment Quarterly Report Ending 12.31.2022](#)
[Attach 1 -Quarterly investment Report](#)

APPROVED

3. [22-456](#) Consider and Approve a Request from the Hercules Historical Society (HHS) for an Amendment to Extend the Trailer Acquisition and Lease Agreement
Recommendation: Adopt a Resolution authorizing the City Manager to execute an amendment to the Trailer Acquisition and Lease Agreement between the City of Hercules and the Hercules Historical Society (HHS), to continue the lease for an additional five (5) years with an option for a five

(5) year extension.

Attachments: [Staff Report - Historical Society trailer lease extension](#)
[Attach 1- 2013 Staff Report Historical Society Trailer Lease](#)
[Attach 2 - Trailer lease extension February 14, 2018](#)
[Attach 3 - FIRST AMENDMENT TO TRAILER ACQUISITION](#)
[Attach 4 -RESOLUTION amending the Agreement between City of Hercules and Hercules Historical Society](#)

Please refer to Item XII for more detailed information regarding the vote.

ACTION: approve with conditions. **MOTION:** A motion was made by Council Member Romero, to accept the Consent Calendar with an amendment to Item number three. Seconded by Council Member Kelley. The lease of the trailer by the Hercules Historical Society will be temporarily month to month until more detailed information regarding what other organizations pay can be provided. This item will come back in front of Council. The motion carried by the following vote:

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

XIII. DISCUSSION AND/OR ACTION ITEMS

1. [22-451](#) Update on the Parks System Master Plan
Recommendation: Receive an update from staff and the City's consultant, MIG, on the progress of the Parks Master Plan.

Attachments: [Staff Report - Parks System Master Plan Update](#)
[Attach 1- Parks and Recreation Facilities Master Plan Progress Summary](#)
[Presentation- Parks and Recreation Facilities Master Plan](#)

City Manager Dante Hall, gave a brief introduction to agenda item 22-451. Rachel Edmonds from MIG presented. Council Members provided comments and requested more information from the MIG representative. No action taken.

2. [22-447](#) Acceptance of the FY 21-22 Annual Comprehensive Financial Report and other regulatory financial reports
Recommendation: Receive the Fiscal Year (FY) 21-22 Annual Comprehensive Financial Report (ACFR) and Accept the Audited Financial Statements.

Attachments: [Staff Report - FY 21-22 Annual Audit](#)
[Attach 1 - 2022 Hercules ACFR](#)
[Attach 2 - 2022 Hercules Wastewater](#)
[Attach 3 - 2022 Hercules Measure B](#)
[Attach 4 - 2022 Hercules Measure C](#)
[Attach 5 - 2022 Hercules GANN](#)
[Presentation - 2022 Hercules AU-C260](#)

City Manager, Dante Hall, introduced the agenda item. Finance Director, Edwin Gato, provided further introduction and explanation. Ken Pun from The Pun Group, presented the report. Council Members provided comment. No action was taken.

3. [22-440](#) FY 22-23 Midyear Budget Review and Miscellaneous Midyear Budget Appropriation and Adjustments
Recommendation: Receive a report on the FY 22-23 midyear budget review and adopt a Resolution approving various midyear budget appropriations and adjustments, as summarized and detailed in attachment 2 and 3, respectively.

Attachments: [Staff Report - FY 22-23 Mid-Year Budget Update](#)
[Attach 1 - Resolution](#)
[Attach 2 - Proposed Budget Amendment](#)
[Attach 3 - Budget Request Detail](#)
[Attach 4 - General Fund Summary](#)
[Attach 5 - Non-General Fund Summary](#)
[Presentation- FY 22-23 Midyear Review](#)

MOTION: A motion was made by Council Member Bailey, seconded by Council Member Kelley, to adopt this Discussion/Action Item Resolution 23-007. The motion carried by the following vote:

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

4. [22-452](#) Initiation of FY 2023/24 Landscape and Lighting Assessment District Proceedings, Completion of Capital Replacement Analysis, Preparation of 5-Year Financial Projections, and Authorization to Execute Agreement in the amount of \$34,380 with Francisco and Associates including an Appropriation of \$9,930 to complete said Analysis and Projection.
Recommendation: It is recommended by City staff that City Council: 1) Adopt a Resolution initiating the Fiscal Year (FY) 2023/24 Landscaping and Lighting Assessment District proceedings and directing the filing of the Engineer's Reports for Landscaping and Lighting Assessment District No. 83-2, Victoria by the Bay Landscaping and Lighting Assessment District No. 2002-1, Hercules Village Landscaping and Lighting Assessment

District No. 2002-2, Baywood Landscaping and Lighting Assessment District No. 2004-1, and Bayside Landscaping and Lighting Assessment District No. 2005-1 (“LLAD” or collectively “LLADs”) pursuant to the Landscaping and Lighting Act of 1972, and 2) Adopt a Resolution authorizing the City Manager to execute an agreement with Francisco & Associates for FY 2023/24 LLAD Administration, completion of Capital Replacement Analysis, and preparation of a 5-Year Financial Projection in the amount of \$34,380 including an appropriation of \$9,930 for the completion of said Analysis and Projection.

Attachments: [Staff Report - LLADs F&A Contract and Resolution of Initiation](#)

[Attach 1 - LLADs \(Resolution of Initiation\) 23-](#)

[Attach 2 - LLADs \(F&A Contract Approval\) 23-](#)

[Attach 3 - 23-008-CM Francisco and Associates Professional Services Agreement F&A signed](#)

MOTION: A motion was made by Council Member Kelley, seconded by Vice Mayor Romero, to adopt this Discussion/Action Item and approve Resolutions 23-008 and 23-009. The motion carried by the following vote:

Aye: 5 - Mayor A. Walker-Griffin, Vice Mayor D. Romero, Council Member D. Bailey, Council Member C. Kelley, 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 Committees**
- 2. City Council Committees and Subcommittees**
- 3. Commission Liaisons**

City Manager, Dante Hall, Promoted Community Engagement dates for the Parks Master Plan and talked in more detail about what he would like the Council Members to report when it comes to Regional Committees, City Council Committees and Subcommittees and Commission Liaisons. City Attorney, Patrick Tang, had nothing to report.

1.Regional Committees:

Council Member Bailey reported on WestCat meeting and the issues that BART is having financially and the impact it could have locally.

Council Member Kelley reported on CCTA

Council Member Grimsley reported on WestCat meeting and reiterated w, Commissioner Training and Planning Commission meeting.

Vice Mayor Romero reported on the WCIWMA(West County Integrated Waste Management) meeting. As of next year Cal Recycle will become more of an enforcement agency. They will be enforcing AB 1383- Green Organics Reduction. The public will have to be more mindful of the placement of organics and green waste in the trash. He also attended the Mayors Conference.

2.City Council Committees and Subcommittees:

Nothing to Report at this time.

3. Commission Liaisons:

Both Council Member Romero and Council Member Grimsley attended the Annual Commissioner Training. Council Member Romero requested that for future trainings that the Brown Act should be covered in more detail.

Council Member Grimsley attended the February Planning Commission Meeting. The meeting was more ceremonial as they were reviewing Commissioner responsibilities and new Commissioners were getting sworn in.

Community Events-

Mayor Walker-Griffin and Council Member Kelley attended the East Bay Leadership Council Dinner.

Mayor Walker-Griffin and Council Member Grimsley attended the Spelling Bee at Lupine Elementary School

Mayor Walker-Griffin took a tour of the San Quentin Prison

Future Agenda Items-

Council Member Bailey- Yifty Program- \$75,000 and Council Member Total Compensation including committees. Mayor Walker-Griffin requested it be a Discussion item not a Consent Item.

Council Member Grimsley- Recognize the 19 children from the Spelling Bee at a March City Council Meeting.

XVI. ADJOURNMENT

The meeting was adjourned by Mayor Walker-Griffin at 9:58 p.m.



Alex Walker-Griffin, Mayor

Attest:



Eibelis Melendez, Acting City Clerk