

Community & Library Services Commission

November 10, 2025

6:30 p.m. Workshop

7:00 p.m. Meeting

Hercules City Hall

111 Civic Drive

Hercules, CA 94547

COMMUNITY & LIBRARY SERVICES COMMISSION - MINUTES

I. CALL TO ORDER – ROLL CALL - 6:30 P.M. – NO SPECIAL MEETING

II. WORKSHOP - NONE

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

Chair Yamamoto called the meeting to order at 7:00pm.

Chair Yamamoto, Vice Chair Ward-Jackson, Commissioners, Chen, Azevedo and Hernandez were present.

Parks and Recreation Director Roke was also present, and Library Manager Peters was on zoom.

IV. PLEDGE OF ALLEGIANCE

V. INTRODUCTIONS/PRESENTATIONS – NONE

VI. AGENDA ADDITIONS/DELETIONS – NONE

MOTION: Commissioner Azevedo moved to allow for the City Recognized Groups giving presentations to be heard before the rest of the agenda. Vice-Chair Ward-Jackson seconded the motion. Motion passed 5-0

Ayes: (5), Yamamoto, Ward-Jackson, Chen, Azevedo and Hernandez

VII. PUBLIC COMMUNICATION – NONE

VIII. DIRECTOR REPORT

1. Parks and Recreation Report (October 2025)

Staff reviewed the revenue figures for the department and highlights from October 2025.

Overall revenue exceeds pace from FY24-25.

2. Library Manager Report (October 2025)

Manager Peters reviewed library programs highlighting several programs like the Filipino American History event.

IX. CONSENT CALENDAR

1. Minutes: October 13, 2025 Meeting

MOTION: Commissioner Chen moved to approve the Minutes for the October meeting. Vice-Chair Ward-Jackson seconded the motion. Motion passed 5-0
Ayes: (5), Yamamoto, Ward-Jackson, Chen, Azevedo and Hernandez

X. DISCUSSION AND/OR ACTION ITEMS

1. Nonprofit group presentations
 - a. Senior Citizens Club:
Jin Bellez, HSCC Secretary presented for the group. Jin highlighted many events that the club is involved in, including their participation in all the City events.
 - b. Friends of the Hercules Senior Center:
President of the Friends, Tanya Little, presented. She noted numerous wellness activities at the Sr. Center, and highlighted the Friends role in many of the City events.
 - c. Bayfront Chamber:
Unavailable to attend, will be moved to December 8, meeting.
 - d. Boy Scouts of America:
Scout Master, Wesley Silva, made the presentation, highlighting the scouts achievements, camping adventures, and their participation in many City events.
 - e. Rotary:
Sean Connolly reported the Club's Commitment to the community. He reported on the various community programs they participate in annually.

NOTE: for more info on the group presentations, please see the agenda packet for the November 10, meeting.

2. Staff Report on Community and Library Services
Manager Peters discussed the library patron survey and the Hercules Library Values Statement.
3. General Plan Advisory Committee
Staff recommended that the Commission select a member to serve on the ad-hoc General Plan Advisory Committee (GPAC). Commissioner Azevedo announced her interest.

MOTION: Vice-Chair Ward-Jackson moved to select Commissioner Azevedo to represent the Community and Library Services Commission on the GPAC. Chair Yamamoto seconded the motion. Motion passed 5-0
Ayes: (5), Yamamoto, Ward-Jackson, Chen, Azevedo and Hernandez

4. Events Update

The annual Tree Lighting event will take place on December 7, from 3:30p-5:30p, at City Hall. This year's event will feature a celebration of the 125th Anniversary of the City of Hercules' incorporation. Breakfast With Santa will be on December 13 from 9am to Noon at the Community Center. Advanced ticket purchase is required.

XI. COMMISSION REPORTS AND ANNOUNCEMENTS

Commissioner Chen reported on Ohana Day at the Senior Center.

XII. FUTURE AGENDA ITEMS

1. Remaining City Recognized Non-profit Presentations
2. City Recognized Non-Profit Renewals

XIII. ADJOURNMENT

Chair Yamamoto adjourned the meeting at 8:25p.m.

Chair Yamamoto

Attest

Christopher Roke
Parks & Recreation Director

The next Regular Meeting of the Commission will be held on Monday, December 8, 2025 at 7:00 p.m., in the Council Chambers. A Special Meeting may proceed the Regular meeting in the form of a Workshop at 6:30 p.m. and Regular meeting at 7:00 p.m.

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