

# City of Hercules

111 Civic Drive  
Hercules, CA 94547



## Meeting Agenda

Tuesday, August 9, 2022

6:30 PM

In-Person in Council Chambers or  
Zoom ID: 821 9323 7963  
Zoom Passcode: 256577  
Zoom Phone Number: 1-669-900-6833

### City Council

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

*Dante Hall, City Manager*  
*Patrick Tang, City Attorney*  
*Lauren Berges, City Clerk*

See last pages of agenda for information regarding meeting procedures  
To view webcast of meetings, live or on demand, go to the City's website at [www.ci.hercules.ca.us](http://www.ci.hercules.ca.us)

**I. SPECIAL MEETING – 6:30 P.M. CALL TO ORDER - ROLL CALL**

**II. PUBLIC COMMUNICATION**

**III. COMMISSION INTERVIEWS**

1. [22-254](#) **Commission Interviews**  
**Recommendation:** Conduct interviews for eligible candidates which have applied for the Hercules Finance Commission.

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

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

**VI. PLEDGE OF ALLEGIANCE**

**VII. MOMENT OF SILENCE**

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

1. [22-124](#) **Introduction of PG&E Governmental Affairs Liaison, Claudia Luna**

**IX. AGENDA ADDITIONS/DELETIONS**

**X. PUBLIC COMMUNICATIONS**

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**

**XII. CONSENT CALENDAR**

1. [22-251](#) **Minutes**  
**Recommendation:** Approve the Special Meeting Minutes of July 21, 2022 and the Regular Meeting Minutes of July 26, 2022.  
**Attachments:** [Meeting Minutes July 21, 2022](#)  
[Meeting Minutes July 26, 2022](#)
  
2. [22-244](#) **Emergency Declaration Extension**  
**Recommendation:** Adopt a resolution authorizing virtual city council, commission and committee meetings during a declared state of emergency pursuant to government code 54953 (AB 361).  
**Attachments:** [Staff Report AB 361](#)  
[Attach 1 - AB 361 Resolution](#)  
[Attach 2 - Contra Costa County Health Officer Memo July 5 2022](#)
  
3. [22-241](#) **Accept the Investment Report for the Quarter Ending June 30, 2022**  
**Recommendation:** Accept the investment report for the quarter ending June 30, 2022  
**Attachments:** [Investment Quaterly Report Ending 6-30-2022\\_SR](#)  
[Attach 1 - Quarterly Investment Report](#)
  
4. [22-249](#) **Authorizing the City Manager to Contract With Tripepi Smith for General Communications Support**  
**Recommendation:** 1. Adopt a resolution authorizing the City Manager to execute an agreement for an amount not to exceed \$50,000.00 with Tripepi Smith for General Communications Support; and 2. Amend The FY 2022-23 Budget Appropriation by \$50,000.00 to pay for the associated services  
**Attachments:** [Staff Report - Tripepi smith Agreement 080922](#)  
[Attach 1 - Resolution](#)  
[Attach 2 - 2022-06 Hercules General Comms Proposal](#)  
[Attach 3 - City of Hercules Communications Report](#)  
[Attach 4 - Hercules Social Media Master Sheet - Engagement Results](#)
  
5. [22-250](#) **Approve a Memorandum of Understanding with the Hercules Police Officers Association**  
**Recommendation:** Adopt a Resolution Approving a Memorandum of Understanding with the Hercules Police Officers Association.  
**Attachments:** [Police MOU & Pay Plans SR 08092022](#)  
[Attach 1 - Resolution](#)  
[Attach 2 - HPOA MOU-Signed](#)

6. [22-255](#) **Community Development Department Organizational Review and Analysis**  
**Recommendation:** Appropriate \$24,950 for an organizational review and analysis of the Community Development Department.

**Attachments:** [Staff Report - CDD Analysis](#)  
[Attach 1 - Resolution - Budget Amendment](#)  
[Attach 2 - Management Partners proposal](#)

7. [22-257](#) **Resolution Approving Settlement of Claim against PG&E regarding Water Pollution Control Plant Upgrade Project Delays**  
**Recommendation:** Staff recommends the City Council adopt a resolution approving a settlement of the claim against PG&E regarding monetary damages caused by delays at the water pollution control plant upgrade project

**Attachments:** [Staff Report -PG&E claim settlement-jpt](#)  
[Attach 1 - Resolution](#)  
[Attach 2 - PG&E Settlement - Exhibit A](#)

### XIII. DISCUSSION AND/OR ACTION ITEMS

1. [22-246](#) **Commission Appointment**  
**Recommendation:** Review all eligible candidates which have applied for Hercules Boards and Commissions. City Council will make their selection and appointment directly following the special meeting interview process.
- Attachments:** [Staff Report - Finance Commission Applicant Interview](#)
2. [22-256](#) **Commissioner Attendance Requirements**  
**Recommendation:** Receive and discuss the report and provide direction to staff
- Attachments:** [SR - Commissioner Attendance Requirements - JPT](#)  
[Resolution 10-068 Procedures for advisory bodies](#)
3. [22-248](#) **Memorandum of Understanding (MOU) with the City of Pinole for the San Pablo Avenue Bridge Replacement Project**  
**Recommendation:** Receive a presentation on the San Pablo Avenue Bridge Replacement Project and approve an MOU including the preferred bridge alignment.

**Attachments:**     [Staff Report - MOU San Pablo Bridge 08092022](#)  
[Attach 1 - Resolution - MOU San Pablo Bridge 08092022](#)  
[Attach 2 - MOU](#)  
[Attach 3A - Pinole Staff Report 03012022](#)  
[Attach 3B - Pinole Staff Report Attach B](#)  
[Attach 4 - 2022\\_07\\_25 Pinole - San Pablo Avenue Bridge Replacement Pinole Webinar FINA](#)

4.     [22-243](#)     **Sole Source Contract with Gray Bowen Scott for a Not to Exceed Amount of \$474,753 to Advance the Regional Intermodal Transit Center for Grant Funding and Project Readiness and Appropriating \$474,753 from the General Fund/Capital Project Reserve to Fully Fund the Contract.**  
**Recommendation:** Adopt a Resolution authorizing the City Manager to execute a sole source contract with Gray Bowen Scott (GBS) for a not to exceed amount of \$474,753 to advance the Regional Intermodal Transit Center (RITC) for grant funding and project readiness and appropriating \$474,753 from the General Fund/Capital Project Reserve to fully fund the contract.

**Attachments:**     [Staff Report - GBS RITC Contract 080922-GBSrevMRrev](#)  
[Attach 1 - GBS RITC Resolution](#)  
[Att 2a GBS Contract](#)  
[Att 2b GBS Sole Source Form](#)

5.     [22-242](#)     **Award of a Construction Contract for the Sycamore Avenue Pavement Rehabilitation Project**  
**Recommendation:** Adopt a resolution authorizing the City Manager to execute a construction contract with McGuire & Hester in the amount of \$925,400 for the Sycamore Avenue Pavement Rehabilitation Project, authorizing an additional expenditure of up to \$92,540 for a 10% contingency on said construction contract, for a total not to exceed contract amount of \$1,017,940.

**Attachments:**     [Staff Report - Sycamore Ave Pavement Rehab](#)  
[Attach 1 - Resolution Sycamore Ave Pavement Rehab](#)  
[Attach 2 - Sycamore Ave Location Map](#)

6.     [22-247](#)     **FY 22-23 Capital Improvement Program Update**  
**Recommendation:** Receive presentation, discuss, and provide direction if any.

**Attachments:**     [CIP Update to City Council 08092022](#)  
[Att 1 - Hercules CIP Update](#)  
[Att 2 - Hercules CIP Program FY22-23](#)

7. [22-245](#) **Agreement with CSG Consultants for Code Enforcement Services**  
**Recommendation:** Adopt a resolution authorizing the City Manager to execute an agreement with CSG Consultants in the not-to-exceed amount of \$130,000 for code enforcement services.

**Attachments:**     [Staff Report - CSG Contract](#)  
                              [Attach 1 - CSG Contract Resolution](#)  
                              [Attach 2 - Agreement including Scope and Fee](#)

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

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.

#### **XVI. ADJOURNMENT**

The next Regular Meeting of the City Council will be held on Tuesday, September 13, 2022 at 7:00p.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 by accessing the City website at [www.ci.hercules.ca.us](http://www.ci.hercules.ca.us) and can receive e-mail notification of agenda and staff report postings by signing up to receive an enotice from the City's homepage. Agendas and staff reports may also be obtained by contacting the Administrative Services Department at (510) 799-8215

(Posted: August 4, 2022)

**INSTRUCTIONS ON HOW TO PARTICIPATE AND WATCH THE HERCULES CITY COUNCIL AND PLANNING COMMISSION HYBRID MEETINGS**

Attend in Person: Hercules City Council Chambers – 111 Civic Drive, Hercules, CA 94547

Attend via Zoom Teleconference: Details provided below and zoom webinar login, passcode and phone numbers provided on the agenda cover.

Please note: Updated COVID-19 safety protocols will be posted outside the City Council Chambers. Please review this information before entering the Council Chambers.

**How to Submit Public Comments**

In Person: Attend meeting at the Hercules City Council Chambers, fill out a public speaker card located on the side table and submit it to the City Clerk.

Via Zoom: Members of the public may submit a live remote public comment via Zoom video conferencing. Download the Zoom mobile app from the Apple Appstore or Google Play. If you are using a desktop computer, you can test your connection to Zoom by clicking here or go to: <https://www.zoom.us/join>. Zoom also allows you to join by phone at +1-669-900-6833 or +1-929-205-6099 or +1-253-215-8782.

- Speakers will be asked to provide their name and city of residence, although providing this information is not required for participation.
- Each speaker will be allowed up to 3 minutes to speak and provide comment. A limit of 30 minutes will be devoted to taking public comment during the first public comment period on the agenda. If any speaker comments have not been accommodated prior to the initial 30 minute period, time will be reserved at the conclusion of the meeting for the remaining public comments.
- Speakers will be muted until their opportunity to provide public comment.

When the Mayor opens the comment period for the item you wish to speak on, please use the “raise hand” feature (or press \*9 if connecting via telephone) which will alert staff that you have a comment to provide and press \*6 to unmute.

Written Comments Submitted Electronically: All comments received before 3:00 p.m. the day of the meeting will be provided to the City Council prior to the meeting and posted to the City’s agenda website and located by clicking on the “meeting details” tab. Written comments received after 3:00 p.m. will be provided to City Council and posted to the agenda website the following day. Written comments will not be read aloud during the meeting. Email comments to [lberges@ci.hercules.ca.us](mailto:lberges@ci.hercules.ca.us). Please indicate which item on the agenda you are commenting on in the subject line of your email.

Written comments submitted in person or via mail: Additional ways to provide your public comment is to either drop off your comment in person to the front desk receptionist located in the City Hall lobby or to mail your comment to City of Hercules, ATTN: City Clerk – Public Comment (Meeting Date), 111 Civic Drive, Hercules, CA 94547 in time to reach the City Clerk no later than 3:00 p.m. on the day of the meeting or you can submit your comment by telephone by calling (510) 799-8215 no later than 3:00 p.m. on the meeting date.

If you need assistance with public comment, please contact: Lauren Berges, City Clerk at [lberges@ci.hercules.ca.us](mailto:lberges@ci.hercules.ca.us) or by calling (510) 799-8215.

All public comments will become part of the official meeting record. The City cannot guarantee that its network and/or the website will not be uninterrupted. To ensure that the City Council receives your written comments, you are strongly encouraged to submit your comments in writing in advance of the meeting by 3:00 p.m. on the day of the Council or Commission meeting.

**OTHER WAYS TO WATCH THE MEETING**

Live on Channel 28: City Council meetings will replay the following Thursday at 7:00 p.m. and Saturday at 1:00 p.m.  
Planning Commission meetings will replay the following Wednesday at 7:00 p.m. and Saturday at 9:00 a.m.

Video Streamed Live on the City's Website:

To view City Council and Planning Commission meeting videos online go to: Hercules Meeting Videos.  
Instructions to view Live or On-Demand Videos from the City's website:

1. Go to: Hercules Meeting Videos or <https://hercules.legistar.com/calendar.aspx>.
2. Locate the desired meeting and date.
3. Click the associated "Video" link (Video status is as follows):
  - Video = Video is available for on demand viewing.
  - In Progress = Video is available for viewing during live recording.
  - Not Available = Video is either unavailable or has not been recorded.



**THE HERCULES CITY COUNCIL ADHERES TO THE FOLLOWING POLICIES,  
PROCEDURES AND REGULATIONS REGARDING CITY COUNCIL MEETINGS**

1. SPECIAL ACCOMODATIONS: In compliance with the Americans with Disabilities Act, if you require special accommodations to participate at a City Council meeting, please contact the City Clerk at 510-799-8215 at least 48 hours prior to the meeting.
2. 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 City Council otherwise may make comments during the Public Communication period of the meeting.
3. AGENDA POSTING: Agendas of regular City Council meetings are posted at least 72 hours prior to the meeting at City Hall, the Hercules Swim Center, Ohlone Child Care Center, Hercules Post Office, and on the City's website ([www.ci.hercules.ca.us](http://www.ci.hercules.ca.us)),
4. PUBLIC COMMUNICATION: Persons who wish to address the City Council should complete the speaker form prior to the Council's consideration of the item on the agenda.

Anyone who wishes to address the Council on a topic that is not on the agenda and is relevant to the Council 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 City Council may not take action on items not listed on the agenda. The Council 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.

5. 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 Council or a member of the public prior to the time the City Council votes on the motion to adopt.
6. LEGAL CHALLENGES: If you challenge a decision of the City Council 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 City Council decisions shall be subject to the time limitations contained in Code of Civil Procedure Section 1094.6.