

# City of Hercules

111 Civic Drive  
Hercules, CA 94547



## Meeting Agenda

**Tuesday, September 23, 2025**

**5:30 PM**

**CLOSED SESSION - 5:30 P.M., REGULAR MEETING - 7:00 P.M**

**In-Person in Council Chambers or Via Zoom:**

**Zoom ID: 846 7136 6485 Zoom Passcode: 532552**

**Zoom Phone Number: 1-669-900-6833**

### **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 Crawl, City Attorney***

***Eibleis Melendez, 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 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**

**II. PUBLIC COMMUNICATION - CLOSED SESSION ITEMS**

**III. CONVENE INTO CLOSED SESSION**

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

1. [25-262](#) **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
2. [25-263](#) **Pursuant to Government Code Section 54957(b) PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Title: City Attorney**

**IV. REGULAR MEETING – CONVENE TO OPEN SESSION - ROLL CALL - 7:00 P.M.**

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

**VI. PLEDGE OF ALLEGIANCE**

**VII. MOMENT OF SILENCE**

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

1. [25-259](#) **Proclamation - National Hispanic Heritage Month: September 15-October 15, 2025**

Attachments: [Proclamation](#)

**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

1. [25-250](#) **Approval of a Resolution to update the City's Master Fee Schedule**  
**RECOMMENDATION:**  
Open the Public Hearing, receive a Staff Report, Take Public Testimony, Close the Public Hearing, and Adopt a resolution approving a revised Master Fee Schedule for the fiscal year 2025-2026. This Master Fee Schedule establishes the fees associated with a wide array of services rendered by the City, including those related to development projects in accordance with Government Code section 66017. The revisions include an increase in certain existing fees; however, all fees set forth in the Master Fee Schedule are set at levels that are compliant with state law.

**Attachments:**     [Staff Report](#)  
[Attach 1 - Resolution Master Fee Schedule \(2\)](#)  
[Attach 2 - FY 25-26 Proposed Master Fee Schedule](#)

## XII. CONSENT CALENDAR

1. [25-261](#) **Meeting Minutes for the Regular Meeting of September 9, 2025**

**Attachments:**     [Meeting Minutes for the Regular Meeting of September 9, 2025](#)

2. [25-248](#) **Quarterly Review of Future Agenda Items**

**RECOMMENDATION:**

Staff recommends that the City Council receive the staff report on the quarterly review of future City Council agenda items.

**Attachments:**     [Staff Report](#)  
[Attach 1 - Future Agenda Items List](#)

3.     [25-249](#)     **Authorization for the City Manager to sign the Transition Services Department Student Work Agreement**

**RECOMMENDATION:**

Staff recommends that the City Council:

1. Adopt a resolution establishing a Student Work Agreement in the WCCUSD Transition Services Department; and
2. Authorize the City Manager to sign the Student Work Agreement for a period of September 2025 through July 2026

**Attachments:**     [Staff Report](#)  
                          [Attach 1 - Resolution](#)  
                          [Attach 2 - Transition Services Student Work Agreement 2025-2026](#)

4.     [25-253](#)     **Approve a Memorandum of Understanding with Teamsters Local 315 Full Time Employees, a Memorandum of Understanding with Teamsters Local 315 Part Time Employees, Side Letter Agreements with Teamsters Local 315, and a 3% Cost of Living Adjustment to Part Time Unbenefited Employees**

**RECOMMENDATION:**

Adopt a Resolution Approving:

1. A Memorandum of Understanding with Teamsters Local 315 Full Time Employees;
2. A Memorandum of Understanding with Teamsters Local 315 Part Time Employees;
3. A Side Letter Agreement with Teamsters Local 315 Full Time Employees;
4. A Side Letter Agreement with Teamsters Local 315 Part Time Employees;
5. A 3% Cost of Living Adjustment to Part Time Unbenefited employees; and
6. A Fiscal Year 2025-2026 Master Salary Schedule pursuant to California Public Employees Retirement System (CalPERS) effective July 6, 2025.

5.     [25-258](#)     **Approve Pay and Benefit Plans for Executive Level, Mid-Management & Non-Represented Employees**

**RECOMMENDATION:**

Staff recommends that the City Council adopt a resolution approving Pay and Benefit Plans for Executive Level, Mid-Management, and Non-Represented Employee Groups and authorize the City Manager to execute the Plans for a two-year term beginning July 1, 2025, and ending June 30, 2027.

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

1. [25-251](#) **Award of Contract to the Lew Edwards Group and FM3 Research for Polling and Strategic Communication Services for Ballot Measures for Additional Sales Tax, the Viability of Becoming a Charter City for the Limited Purpose of Increasing the Real Property Transfer Tax, and General Obligation (GO) Bonds in the amount not to exceed \$142,250, and approve an appropriation of \$142,250 from the General Fund Reserves**  
**RECOMMENDATION:**  
Authorize the City Manager to enter into an agreement with Lew Edwards Group for polling and strategic communication services pertaining to ballot measures. These measures include the potential implementation of an additional sales tax, the evaluation of the feasibility of becoming a charter city to increase the real property transfer tax, and the issuance of GO bonds. The total expenditure for these services shall not exceed \$142,250. Additionally, we request the approval of an appropriation of \$142,250 from General Fund Reserves to support this initiative.

**Attachments:**     [Staff Report](#)  
                              [Attach 1 - Resolution](#)  
                              [Attach 2 - Election Opinion Poll Services Proposal](#)

2. [25-264](#) **Amendment to the City's January 23, 2024 Professional Services Agreement with Gates & Associates, Inc. to provide Building Permit Submittal and Electrical Engineering Design Services for the Refugio Valley Park Picnic Area and Shade Structure Improvement Project**  
**RECOMMENDATION:**  
Adopt a Resolution authorizing the City Manager to execute an amendment to the City's January 23, 2024 Professional Services Agreement with Gates & Associates, Inc. to provide Building Permit Submittal and Electrical Engineering Design Services for the Refugio Valley Park Picnic Area and Shade Structure Improvement Project, Increasing the Cost by \$13,743 to a Total Cost of \$90,193.

**Attachments:**     [Staff Report - Gates Refugio Amendment 1](#)  
                              [Attach 1 - Resolution](#)  
                              [Attach 2 - Contract Amendment-Gates](#)

3. [25-254](#) **Cooperative Funding Agreement with West Contra Costa Transportation Advisory Committee (WCCTAC) to Receive an Additional \$300,000 in Subregional Transportation Mitigation Program (STMP) Funding for the Hercules Hub**  
**RECOMMENDATION:**  
Adopt a resolution approving a Cooperative Funding Agreement with West Contra Costa Transportation Advisory Committee (WCCTAC) to receive \$300,000 in Subregional Transportation Mitigation Program (STMP) funding in addition to the \$1.55 million of existing STMP funding for a total new agreement amount of \$1.85 million to advance the Hercules Hub (“Hub”) and authorizing the City Manager to execute the Agreement on behalf of the City.

**Attachments:**     [Staff Report](#)  
                              [Attach 1 - Resolution](#)  
                              [Attach 2 - Cooperative Funding Agreement](#)

4. [25-260](#) **Discussion Regarding a New Sister City Relationship with Tilottama, Nepal**  
**RECOMMENDATION:**  
Staff recommends that the City Council consider establishing a new Sister City relationship and give guidance to staff.

**Attachments:**     [Staff Report](#)  
                              [Attach 1 - Letter from Tilottama Municipality, Nepal, Regarding City-to-City Relationship](#)

5. [25-252](#) **FY 2025-26 Capital Improvement Program Update**  
**RECOMMENDATION:**  
It is recommended that the City Council receive an update on the status of the FY 2025-26 Capital Improvement Program.

**Attachments:**     [Staff Report](#)  
                              [Attach 1 - FY25-26 Proposed CIP](#)  
                              [Presentation](#)

#### **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.

**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

**XVI. ADJOURNMENT**

The next Regular Meeting of the City Council will be held on Tuesday, October 14, 2025 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 e-notice from the City's homepage. Agendas and staff reports may also be obtained by contacting the City Clerk at (510) 799-8200

(Posted: September 18, 2025)

**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.

**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 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.

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 [emelendez@herculesca.gov](mailto:emelendez@herculesca.gov). 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) 799-8208 no later than 3:00 p.m. on the meeting date.

If you need assistance with public comment, please contact: Eibleis Melendez, City Clerk at [emelendez@herculesca.gov](mailto:emelendez@herculesca.gov) or by calling (510) 799-8200.

All public comments will become part of the official meeting record. As email containing public meeting comments are part of the official record, note that personal contact information may be published if it is included with your email. 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 ACCOMMODATIONS: 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 510-799-8208 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, 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.