



City of Hercules

111 Civic Drive
Hercules, CA 94547

Meeting Minutes

City Council

Mayor Chris Kelley
Vice Mayor Alex Walker-Griffin
Council Member Dilli Bhattarai
Council Member Tiffany Grimsley
Council Member Dion Bailey

Dante Hall, City Manager
Christie Crowl, City Attorney
Eibleis Melendez, City Clerk

Tuesday, January 27, 2026

6:00 PM

CLOSED SESSION 6:00 P.M.; REGULAR MEETING - 7:00 P.M

In-Person in Council Chambers or Via Zoom:

Zoom ID: 847 2952 1203 Zoom Passcode: 347626

Zoom Phone Number: 1-669-900-6833

I. SPECIAL CLOSED SESSION – CALL TO ORDER - ROLL CALL - 6:00 P.M.

1. 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

Council Member Bailey was not present during roll call. However, he did attend Closed Session by phone.

Present: 4 - Council Member Dilli Bhattarai, Mayor C. Kelley, Vice Mayor A. Walker-Griffin, and Council Member T. Grimsley

Absent: 1 - Council Member D. Bailey

II. PUBLIC COMMUNICATION - CLOSED SESSION ITEMS

NONE

III. CONVENE INTO CLOSED SESSION

City Attorney, Christie Crowl, read the title of the item to be discussed in Closed Session. City Council and Staff convened into Closed Session.

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

1. [26-021](#) Pursuant to Government Code section 54957: Public Employment (City Manager)

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

- Present:** 4 - Council Member Dilli Bhattarai, Mayor C. Kelley, Vice Mayor A. Walker-Griffin, and Council Member T. Grimsley
Absent: 1 - Council Member D. Bailey

V. REPORT ON ACTION TAKEN IN CLOSED SESSION

City Attorney Crowl reported out that there was no reportable action taken in Closed Session.

VI. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was lead by Mayor Kelley.

VII. MOMENT OF SILENCE

Mayor Kelley requested a Moment of Silence for Alex Pretti, who was killed by Federal ICE Agents on Saturday, 1/24.

VIII. INTRODUCTIONS/PRESENTATIONS/COMMISSION REPORTS

1. [26-007](#) State of the Contra Costa Community College District

Attachments: [Presentation](#)

Chancellor Mojdeh Mehdizadeh of the Contra Costa Community College District presented. Council asked questions and made remarks. Chancellor Mehdizadeh provided a response. No public comment.

IX. AGENDA ADDITIONS/DELETIONS

NONE

X. PUBLIC COMMUNICATIONS

NONE

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

XII. CONSENT CALENDAR

MOTION: A motion was made by Vice Mayor Walker-Griffin, seconded by Council Member Grimsley, to adopt the Consent Calendar. The motion carried by the following vote:

Aye: 4 - Council Member Dilli Bhattarai, Mayor C. Kelley, Vice Mayor A. Walker-Griffin, and Council Member T. Grimsley

Absent: 1 - Council Member D. Bailey

1. [26-005](#) Meeting Minutes for the Regular Meeting of January 13, 2026

Attachments: [Meeting Minutes for the Regular Meeting of January 13, 2026](#)

APPROVED

2. [26-006](#) Quarterly Review of the 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 - Quarterly Review of Future Agenda Items](#)
[Attach 1 - Future Agenda Items List](#)

APPROVED

3. [26-020](#) Waive Second Reading and Adopt an Ordinance Amending Hercules Municipal Code Title 5, Chapter 4.16 Sewer Service Charges to Establish a Residential Waiver Program and Appeals Process

RECOMMENDATION:
Waive Second Reading and Adopt an Ordinance Amending Hercules Municipal Code Title 5, Chapter 4.16 Sewer Service Charges and Establishing a Residential Waiver Program and Appeals Process

Attachments: [Staff Report - Amending Hercules Municipal Code - Sewer Service Charges](#)
[Attach 1 - Ordinance](#)
[1A - Exhibit A to Ordinance](#)

ORDINANCE 557, APPROVED

XIII. DISCUSSION AND/OR ACTION ITEMS

1. [26-003](#) Acceptance of the Annual Comprehensive Financial Report and other regulatory financial reports for the Fiscal Year Ended June 30, 2025
RECOMMENDATION:
Receive the Fiscal Year (FY) 24-25 Annual Comprehensive Financial Report (ACFR) and Accept the Audited Financial Statements.

Attachments: [Staff Report - FY 24-25 Annual Audit & ACFR](#)
[Attach 1 - FY 24-25 ACFR](#)
[Attach 2 - FY 24-25 Hercules Wastewater Fund Report](#)
[Attach 3 - FY 24-25 - AUP Report on Measure B](#)
[Attach 4 - FY 24-25 AUP Report on Measure N](#)
[Attach 5 - FY 24-25 AUP Report on GANN](#)
[Attach 6 - FY 24-25 AU-C260 Conclusion Letter](#)
[Presentation](#)

Finance Director, Edwin Gato, presented the Staff Report. Sophia Kuo, from The Pun Group presented the Financial Audit results. Council Members asked questions and made remarks. Director Gato provided a response. No public comment. This was an information item. No action was taken.

2. [26-004](#) Execute a Professional Services Agreement with BKF Engineers, Inc. to provide Construction Management, Inspection and Quality Assurance Testing Services for the Refugio and Foxboro Park Improvements Project
- RECOMMENDATION:**
 Adopt a Resolution authorizing the City Manager to execute a Professional Services Agreement with BKF Engineers, Inc. (BKF) to provide Construction Management, Inspection and Quality Assurance Testing Services for the Refugio and Foxboro Park Improvements Project for a Total Cost of \$193,070.

Attachments: [Staff Report](#)
[Attach 1 - Resolution](#)
[Attach 2 - BKF Engineers Agreement](#)

Public Works Director, Glenn Dombeck, presented the Staff Report. Representatives from BKF Engineers and MNS were available for questions via Zoom. Council Members asked questions. Director Dombeck provided a response. No public comment. Action was taken on this item.

MOTION: A motion was made by Vice Mayor Walker-Griffin, seconded by Council Member Bhattarai, to adopt Resolution 26-003. The motion carried by the following vote:

Aye: 4 - Council Member Dilli Bhattarai, Mayor C. Kelley, Vice Mayor A. Walker-Griffin, and Council Member T. Grimsley

Absent: 1 - Council Member D. Bailey

3. [26-001](#) “Shop Hercules” Yiftee Gift Card program
RECOMMENDATION:
Receive a report on the “Shop Hercules” Yiftee Gift Card program, ask any questions, take public comment, and provide any comments or direction to staff on continuation of the Yiftee Gift Card program.

Attachments: [Staff Report](#)
[Presentation](#)

Community Development Director, Tim Rood, introduced the item and presented the Staff Report. Council asked questions and provided comment. Director Rood provided a response. No public Comment. Direction was provided by Council.

MOTION: A motion was made by Council Member Grimsley, seconded by Council Member Walker-Griffin, to move forward with staff’s recommendation of one-time \$25,000 allocation for the current fiscal year, to be released at quarterly intervals, a 25% bonus on gift card purchases, a maximum card value of \$200, and a maximum of 1 card purchase per user per quarter. The motion carried by the following vote:

Aye: 4 - Council Member Dilli Bhattarai, Mayor C. Kelley, Vice Mayor A. Walker-Griffin, and Council Member T. Grimsley

Absent: 1 - Council Member D. Bailey

4. [26-002](#) Tiered Business Attraction Grant program
RECOMMENDATION:
Receive a presentation on the proposed tiered Business Attraction Grant program, take public comment, and provide any comments or direction to staff.

Attachments: [Staff Report](#)
[Attach 1 - Retail Void Analysis](#)
[Attach 2 - Draft Program Guidelines](#)

Community Development Director, Tim Rood, presented the Staff Report. Council Members asked questions and provided comments. Director Rood provided a response. No public comment. Council did provide direction on this item.

MOTION: A motion was made by Vice Mayor Walker-Griffin, seconded by Council Member Bhattarai, to adopt the proposed guidelines for the Hercules Business Attraction Grant Program. The motion carried by the following vote:

Aye: 4 - Council Member Dilli Bhattarai, Mayor C. Kelley, Vice Mayor A. Walker-Griffin, and Council Member T. Grimsley

Absent: 1 - Council Member D. Bailey

5. [26-018](#) Addition of a Sewer and Stormwater Supervisor Job Description to the City's Classification Plan
 RECOMMENDATION:
 Adopt a resolution approving the addition of a Sewer and Stormwater Supervisor job description to the City's Classification Plan and approving an amended Fiscal Year 2025-2026 Master Salary Schedule pursuant to California Public Employees Retirement System ("CalPERS") effective July 6, 2025 (last updated on January 8, 2026).

Attachments: [Staff Report - Sewer and Stormwater Supervisor Job Description](#)

[Attach 1 - Resolution](#)

[Attach 2 - Sewer and Stormwater Supervisor Job Description](#)

[Attach 3 - FY 25-26 Salary Schedule](#)

Public Works Director, Glenn Dombeck, presented the Staff Report. Human Resources Manager, Kristi Carter was in attendance to answer questions. Council Members asked questions and provided comments. Director Dombeck provided a response. No public comment. Action was taken on this item.

MOTION: A motion was made by Council Member Grimsley, seconded by Vice Mayor Walker-Griffin, to adopt Resolution 26-004. The motion carried by the following vote:

Aye: 4 - Council Member Dilli Bhattarai, Mayor C. Kelley, Vice Mayor A. Walker-Griffin, and Council Member T. Grimsley

Absent: 1 - Council Member D. Bailey

6. [26-016](#) Discussion of potential ordinance regulating tobacco sales
 RECOMMENDATION:
 Receive report. Provide direction to staff regarding preparation of an ordinance, if desired.

Attachments: [Staff Report - Ordinance Regulating Tobacco](#)

City Attorney, Christie Crawl, presented the Staff Report. Public comment was provided by Joi Williams and Isabelle Kirske. Council members asked questions and provided comment. City Attorney Crawl, Commander Dwayne Collard and Community Director, Tim Rood provided a response. Action was taken on this item.

MOTION: A motion was made by Vice Mayor Walker-Griffin, seconded by Council Member Grimsley, to direct staff to move forward in preparing an ordinance using the City of Pinole's Tobacco Ordinance as a template and change the language to suit the City of Hercules, bringing a draft back to a future City Council meeting. The motion carried by the following vote:

Aye: 3 - Council Member Dilli Bhattarai, Vice Mayor A. Walker-Griffin, and Council Member T. Grimsley

Nay: 1 - Mayor C. Kelley

Absent: 1 - Council Member D. Bailey

7. [26-011](#) Overview of H.R. 1 (“One Big Beautiful Bill Act”) and Potential Impacts on Local Governments
RECOMMENDATION:
Receive and file report.

Attachments: [Staff Report - Overview of H.R. 1](#)

City Attorney, Christine Crowl, presented the Staff Report. Council made comments. No Public Comment. This was an informational item. No action was taken.

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 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

No announcements from City Manager Hall and City Attorney Crowl.

1. Regional Committees:

Council Member Grimsely took a tour of the Hercules/ Pinole Wastewater Treatment Plant. Vice Mayor Walker-Grffin and Mayor Kelley attended the Cal Cities Transportation Committee meeting. Mayor Kelley reported out on the Contra Costa Transportation Authority(CCTA) meeting and the West Contra Costa Transportation Advisory Committee(WCCTAC) meeting.

2.City Council Committees and Subcommittees

No reports were provided

3. Commission Liaisons:

No reports were provided

Council Members also reported out on events that they attended in the City and the County.

There were no future agenda item requests from Council members.

XVI. ADJOURNMENT

Mayor Kelley adjourned the meeting at 9:23 P.M.

Signed by:

Chris Kelley

D5E1AA48AF944F8...
Chris Kelley, Mayor



Attest:

Eibleis Melendez, City Clerk