

Community & Library Services Commission

May 12, 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 7:01pm.

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

Parks and Recreation Director Roke and Library Manager Peters were present.

IV. PLEDGE OF ALLEGIANCE

V. INTRODUCTIONS/PRESENTATIONS – NONE

VI. AGENDA ADDITIONS/DELETIONS – NONE

VII. PUBLIC COMMUNICATION – NONE

VIII. DIRECTOR REPORT

1. Parks and Recreation Report (March and April 2025)

Director Roke reviewed revenue for FY24-25. He noted that overall, the department revenue is tracking ahead of last year. He also noted that Cleanup Day was less crowded than in the past, but successful regardless. He also mentioned they had a good turnout for the Hydro Hunt & Rec EGGs-Po event. The afterschool programs (known as RAP) continue to be popular and are a large part of the revenue growth for FY24-25. Most of the other programs compare to the previous year with a marginal fluctuation. Rec Classes and Sports were up, whereas Aquatics and Facility Rentals were slightly down. But revenue fluctuates each month.

2. Library Report (April 2025)

Manager Peters reported that one of the Librarians, Kerry Kipp, has left for a position in Concord. Sad to see her go, but knows she'll be closer to home. They will be looking to fill her spot in the coming months. She also noted that the library Storytimes remain very popular. She reviewed the programs and activities.

Manager Peters highlighted Rebecca Walker's Storytime where 117 listeners attended. She mentioned Rebecca gave copies of her book to families and even took the time to autograph them. The title of her book is Time For Us. And as a special gift she also gave away packets of Thyme. It was a clever touch. She noted that National Library Week was April 6-12. She also noted the partnership role between the city and county in reference to maintaining the library. Other highlights included creepy-crawlies at the library when the EBRPD showed up with reptiles and amphibians, and a special Homeschool Science Fair was held in the library where 32 Young Scientists participated.

CONSENT CALENDAR

1. Minutes – March 19, 2025

Chair Yamamoto asked that the minutes be revised to reflect the discussion on the tennis court signage. Commissioner Hernandez seconded to approve the minutes.

Ayes (2) Chair Yamamoto and Commissioner Hernandez.

Nays (0)

Abstain (2) Vice Chair Ward-Jackson and Commissioner Chen

X. DISCUSSION AND/OR ACTION ITEMS

1. Friends of the Library 25th Anniversary

Staff discussed the role of the non-profit Friends of the Library. To date the Friends have donated close to \$250,000 to the library. She mentioned there will be a 25th Anniversary celebration on Friday, May 23, from 6-8p in the Library and the Commission is invited.

2. Spring Events Recap

Staff discussed the Rec EGGS-Po/Hydro Hunt event. Overall, the department was pleased with the event, and felt like it was very successful. The Community Cleanup Day had 177 vehicles come through.

3. Upcoming Special Events

Staff announced the Cultural Festival is coming up on June 1, at Refugio Valley Park. The event is shaping up nicely. There will be 3 movies nights in the park this summer, with the first one coming up on June 27. There will also be a Fireworks Celebration on July 4, and National Night Out on August 5. All of these events have been very popular.

4. Commission Vacancies

Staff provided an overview of the commissions. Staff noted that there will be vacancies at the end of the year. To help spread the word, there will be an ad in the Fall Activities Guide announcing commission vacancies. All of the positions are two-year terms, with the exception of the student commissioner, which is a one-year term. Look for the Fall Guide in late July.

5. Community and Library Services Commission Role

Staff provided an overview regarding the role of the Community and Library Commission. The Commission provides information to and advises the City Council on items related to the library, recreation, parks and matters relating to the community's recreational and service needs. The commission does not direct staff nor generate work.

XI. COMMISSION REPORTS AND ANNOUNCEMENTS

Chair Yamamoto reported to the commission about a zoom meeting she had with the City Manager and Director Roke regarding tennis court signage. Chair Yamamoto requested this item to be on the agenda and suggested that the City Attorney be asked if the Director can unilaterally set the agenda. Chair Yamamoto asked for the City Manager to attend the workshop on tennis signage. Chair Yamamoto noted that one issue was enforcement of the signage as there were only 3 officers on duty at the time and took this as a challenge to find a solution.

Commissioner Chen requested to get on record that he was still upset about the Steering Committee for the Parks Master Plan when his request for more park benches was dismissed by another Commissioner on the Steering committee. Commissioner Chen also noted that he, Sandy Chapek and Monique Hernandez were at the last rotary meeting where County Supervisor Shanelle Scales-Preston spoke, and it was her birthday.

Chair Yamamoto announced that she cannot be present at the July meeting but will attend by zoom if approved and asked Vice-Chair Ward-Jackson to Chair the meeting.

XII. FUTURE AGENDA ITEMS

1. Update on the Parks & Recreation Facilities Master Plan
2. Refugio Valley Park Pond
3. Tennis conversation

XIII. ADJOURNMENT

Chair Yamamoto adjourned the meeting at 8:30pm.

Chair Yamamoto

Attest

Christopher Roke
Parks & Recreation Director

The next Regular Meeting of the Commission will be held on Monday, June 9, 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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