

# City of Hercules

*111 Civic Drive  
Hercules, CA 94547*



## Meeting Agenda

**Thursday, September 14, 2017**

**7:00 PM**

**Special Meeting**

**Council Chambers**

## **Finance Commission**

*Stanley Tom, Chair  
Paul Freese, Vice Chair  
Mindy Charlup, Commissioner  
Zania Harris, Commissioner  
J. Yamamoto, Commissioner*

**I. CALL TO ORDER - ROLL CALL****II. PLEDGE OF ALLEGIANCE****III. INTRODUCTIONS/PRESENTATIONS**

1. Introduction and Oath of Office for the new Finance Commissioner.

**IV. AGENDA ADDITIONS/DELETIONS****V. PUBLIC COMMUNICATIONS****VI. DIRECTOR REPORT**

Disbursement List is located at <http://www.ci.hercules.ca.us>. Click on Departments and Services. Click on Finance. Click on Disbursement List.

1. Cash and Cash Equivalent Report

Attachments: [Cash Report 09-11-17](#)

**VII. CONSENT CALENDAR**

1. **Minutes**

**Recommendation:** Approve the Minutes from the July 31, 2017 meeting.

Attachments: [FC Minutes 07-31-17](#)

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

1. Financial Review of Parks and Recreation
  - A. Form a Sub-committee
  - B. Scope of subcommittee review
    - i. Budget referrals
    - ii. Others

Attachments: [Budget Referrals](#)

**IX. COMMISSIONER REPORTS AND ANNOUNCEMENTS****X. FUTURE AGENDA ITEMS****XI. ADJOURNMENT**

The next Regular Meeting of the Commission will be held on Monday, October 23, 2017 at 7:00 p.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 from the City's website at [www.ci.hercules.ca.us](http://www.ci.hercules.ca.us) and can receive e-mail notification of agenda postings by signing up to receive an e-notice from the City's website. Agendas and staff reports may also be obtained by contacting the Administrative Services Department at (510) 799-8215.

Posted: September 11, 2017

**THE COMMISSION ADHERES TO THE FOLLOWING POLICIES, PROCEDURES AND REGULATIONS REGARDING COMMISSION MEETINGS**

**SPECIAL ACCOMODATIONS:** In compliance with the Americans with Disabilities Act, if you require special accommodations to participate at a commission meeting, please contact the City Clerk at 510-799-8215 at least 48 hours prior to the meeting.

**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 Commission otherwise may make comments during the Public Communication period of the meeting.

**AGENDA POSTING:** Agendas of regular commission 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)),

**PUBLIC COMMUNICATIONS:** Persons who wish to address the Commission should complete the speaker form prior to the Commission's consideration of the item on the agenda.

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

Written and oral comments become part of the public record. Oral comments are summarized in the minutes of the commission's meeting.

**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 Commission or a member of the public prior to the time the Commission votes on the motion to adopt.

**COMMISSIONER REPORTS AND ANNOUNCEMENTS:** This is the time for brief announcements by commissioners on issues of interests to the community. In accordance with provisions of the Brown Act, matters which do not appear on the agenda, but require Commission discussion may be either (a) referred to staff or other resources for factual information or (b) placed on a future meeting agenda.

**LEGAL CHALLENGES:** If you challenge a decision of the Commission 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 Commission decisions shall be subject to the time limitations contained in Code of Civil Procedure Section 1094.6. In order to ensure the efficient conduct of meetings, and to provide opportunities for all interested persons to speak and be heard, the Commission will adhere to the following meeting procedures:

