

City of Hercules

111 Civic Drive
Hercules, CA 94547



Meeting Agenda

Monday, May 14, 2018

7:00 PM

Special Meeting - 7:00 p.m.

102 Civic Drive, Van Domselaar Meeting Room, Hercules

Community and Library Services Commission

Evangelia Ward-Jackson, Chair

Han Chen, Vice Chair

Brian Campbell-Miller, Commissioner

Nina Nguyen, Student Commissioner

I. SPECIAL MEETING - 7:00 P.M.

II. WORKSHOP - NONE

III. SPECIAL MEETING - 7:00 P.M. - CALL TO ORDER - ROLL CALL

IV. PLEDGE OF ALLEGIANCE

V. INTRODUCTIONS/PRESENTATIONS

[18-157](#) Presentation: Staff in the Spotlight, Gabriella Healey - G.E.M. Award recipient

VI. AGENDA ADDITIONS/DELETIONS

VII. PUBLIC COMMUNICATIONS

VIII. DIRECTOR REPORT

[18-158](#) Parks and Recreation Monthly Report - April

Attachments: [MONTHLY REPORT - PR - April 2018](#)

[18-159](#) Library Manager Monthly Report - April

Attachments: [MONTHLY REPORT - Library - April](#)

IX. CONSENT CALENDAR

[18-160](#) Minutes

Recommendation: Approve the Minutews for the April 9, 2018 Meeting.

Attachments: [MINUTES-April](#)

X. DISCUSSION AND/OR ACTION ITEMS

[18-161](#) Request for Facility Waiver - Friends of Senior Center - Paul Cardaropoli

[18-162](#) Re-cap of Community Clean Up Day

[18-163](#) Tour of Foxboro and Ohlone Community Centers and Refugio Tennis Courts

XI. COMMISSIONER REPORTS AND ANNOUNCEMENTS

XII. FUTURE AGENDA ITEMS

XIII. ADJOURNMENT

The next Regular Meeting of the Commission will be held on Monday, June 11, 2018 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 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: May 10, 2018

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),

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:



Legislation Details (With Text)

File #: 18-157 **Version:** 1 **Name:**

Type: Introductions/Presentation **Status:** Agenda Ready

File created: 5/9/2018 **In control:** Community and Library Services Commission

On agenda: 5/14/2018 **Final action:**

Title: Presentation: Staff in the Spotlight, Gabriella Healey - G.E.M. Award recipient

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Presentation: Staff in the Spotlight, Gabriella Healey - G.E.M. Award recipient



Legislation Details (With Text)

File #: 18-158 **Version:** 1 **Name:**

Type: Director Report **Status:** Agenda Ready

File created: 5/9/2018 **In control:** Community and Library Services Commission

On agenda: 5/14/2018 **Final action:**

Title: Parks and Recreation Monthly Report - April

Sponsors:

Indexes:

Code sections:

Attachments: [MONTHLY REPORT - PR - April 2018](#)

Date	Ver.	Action By	Action	Result
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Parks and Recreation Monthly Report - April



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Project/Program: Parks & Recreation Department Activities
Lead Staff: Christopher Roke, Parks & Recreation Director

Description: The Parks and Recreation Department leads and/or is involved with many community activities and events all year long. We also collect fees for various classes and services provided to the community.

Status: In April 2018 the department brought in **\$244,792** in revenue. Year to Date Revenue for Fiscal Year 2017-18 is **\$1,421,266.02** (up from \$1,225,425.81 this time last year). Overall, revenue continues to trend up from the 2016-17FY. The increased revenue is a direct reflection of bigger numbers in the Summer Camps, additional Swim Lessons, the revised structure to our youth programs in particular the rebranding of our before and after school programs and the addition of classes in the Tiny Tot program.

Accomplishments/Items in Progress:

- In April, we continued to prepare for several events coming up this spring including...
 - April 23-26: Rec Expo Week at the Community Center.
 - Friday, May 4: "May the 4th Be With You Day".
 - Saturday, May 5: Community Clean Up Day at the Corp Yard.
- The Eggstravaganza was held at the Sr. Center Saturday, March 31. Great job by our TYC!
- We had a great turnout for Preschool Registration March 27, 2018.
- Our Summer Activity Guide arrived March 26. We are super excited about our new line up featuring programs like Breakfast Club, LIT/CIT, Movies in the Park, swim lessons, extended trips, and a plethora of summer camp options
- Classes in the Winter/Spring Activity Guide began in January.
- Held several successful special events thus far in 2017-18, including but not limited to:
 - Winter Wonderland Workshop: Saturday, December 16, 2017
 - Holiday Tree Lighting event: Sunday, December 3, 2017.
 - 2nd Annual Social Bite: at the Bayfront, on Saturday, September 16, 2017.
 - Over 20 food trucks & vendors, merchants, entertainment and a car show. With an estimated attendance of 4,000 (+/-).
- Successfully rebranded the child care program for 2017-18 school year.
- Successfully rebranded morning care program, now the Breakfast Club.
- Increased numbers in City Summer Camp "Camp Dynamite".
- Enhancements for Parks and Recreation from City Council approved 17-18FY budget...
 - The (2) new 15-passenger vans have arrived and put in to rotation.
 - New pool covers also arrived and were immediately put to use. And more.

Project/Program: Community & Library Services Commission
Lead Staff: Christopher Roke, Parks & Recreation Director

Description: The Community and Library Services Commission provides information to and advises the City Council on items related to the City's library, recreation, parks, and community



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services programs, including the general use of park facilities and matters relating to the community's recreational and service needs.

Status: The Commission spent time in 2017 updating the Nonprofit renewal packet for City Recognized Nonprofit groups. In addition, the Commission spent time last year working on community outreach regarding the west side parks improvements project, input for the Library's tenth anniversary celebration, a permanent display space at the Hercules Library for the Hercules Historical Society, mural preservation, City recognized nonprofit organizations, continual evaluation of Parks & Recreation Programs, the Citywide Clean-up Day and approval of new plaques for the heritage garden.

Accomplishments/Items in Progress:

- In April we finalized plans for the Community Clean-up Day, scheduled for Sat, May 5.
 - In 2017 there were more than 250 vehicles that came through the gates filling up 14 large dumpsters in the Corp Yard. Over 100 volunteers that gave their time to the event, not only at the yard, but at several parks and the Refugio Valley Trail.
- Also in April we started painting Ohlone and Foxboro Community Centers.
 - The first work party at Ohlone was a huge success. Thank you to the many groups that sent folks to help.
 - The rest of the painting will take place in April and May. This is part of the 2017-18 Budget Decision Packages. The Council allocated \$20,000.00 for much needed improvements at both community centers.
- The annual Tree Lighting event was held Sunday, December 3.

Project/Program: Hanna/Lupine/Ohlone Childcare & Summer Day Camps

Lead Staff: Ambra Garfield, Recreation Manager

Description: Primarily due to a staffing shortage, the Parks and Recreation Department needed to make some changes to the before and after school programs for the 2017-18FY. The results have allowed us to rebrand our product. Our morning care became the Breakfast Club, and the after school Child Care program became Kaleidoscope Kidz, a Recreation Afterschool Program (or RAP for short).

The **Breakfast Club** has been an immediate hit! With earlier hours (opening at 6:30am), and breakfast options (both hot and cold food/drink options available for purchase), have been the highlight of the program. The program was also moved to the Teen center. Parents have inquired about adding a drop-in option in the morning, but we just don't have the space to accommodate this request. The Breakfast Club has to limit participants based on the number of seats in our Vans, and available staff.

The after school Child Care program was rebranded as well. It is now known as "**Kaleidoscope Kidz, a Recreation Afterschool Program**" (or RAP for short). Part of the rebranding includes a greater focus on homework, and a station rotation curriculum with P.E. to make sure that our



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kidz are active. The themes change each month, and features arts and crafts, science and cooking projects. The RAP program is held at each of the 3 elementary sites, but the facilities have also changed their names to “Kidz Center”, to compliment the Kaleidoscope Kidz program.

Status: In April 2018 Child Care programs brought in a total of **\$86,412.94** in revenue. This increase is due to enrollment into the 2018-2019 school year. There are a total of 111 children in Kaleidoscope Kidz compared to 99 last year, but this is down from January’s 118. We lost 10 registrants in February. Several families moved out of Hercules. We also have 45 in the Breakfast Club compared to 39 the Early Bird (Before School) program last year. Limited space is still available in both the morning and afterschool programs.

Breakfast Club and RAP – April 2018 enrollment

	Enrollment	Waitlist
Hanna Ranch Before School	13	
Lupine Before School	9	
Ohlone Before School	23	
Middle School	3	
Hanna Ranch After School	52	
Lupine After School	*24	
Ohlone After School	*35	

Accomplishments/Items in Progress:

- Spring Break Camp had 24 participants. It was held at Hanna and was a great success.
- The Lupine Kidz Center playground surface was repaired during Spring Break Week.
- New Leader I working all 3 RAP programs. She has been a great addition to the staff.
- Successful President’s Week Camp (Feb 19-23) held at the Teen Center.
- Celebrated Unity Day 10/25/17: anti bullying, support kindness, inclusion and acceptance.
- New Breakfast Club at Teen Center has boosted AM enrollment features 6:30am open & breakfast options.
- Ohlone/Lupine/Hanna Kidz Centers: RAP program increased enrollment. April saw an unusual increase in enrollment (3 new students at Ohlone, 1 at Lupine and 2 at Hanna).
- Ohlone Kidz Center opened a new room this school year. We are full in the RAP program.
- The Lupine Kidz Center was remodeled this past summer.

Project/Program: Tiny Tots Programs-Little Learners/Pre-Kinder/Jr. Kinder
Lead Staff: Ambra Garfield, Recreation Manager

Description: The Tiny Tots Programs introduce children to their “First Learning Experiences”. They make their first school friends, learning through play, games, arts, crafts and healthy snacks. Our qualified staff will guide them with socialization and self-help skills. The program runs concurrent with the school year from late August through June. Tiny Tots began at the end of August.



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Status: In April 2018 Tiny Tot Programs brought in **\$19,552.66** in revenue. Tiny Tots – April 2018 enrollment remained steady at 85 participants the same as this time last year.

Accomplishments/Items in Progress:

- Tiny Tot graduation pictures were taken the week of April 11, by Liftouch. The pictures look great and we hope to get back a little money for our funds for graduation day.
- The Lupine Kidz Center playground surface will be repaired during Spring Break Week.
- Each class held Egg hunts and decorated eggs in preparation of Easter.
- Public Registration for Preschool 2018-19 opened Tuesday, March 27, at 9:00am. The process was smooth. More than 30 families were waiting for the door to open. Overall there weren't as many families as last year, but we feel confident that we'll know where we stand by the end of June.
 - The Jr. K class already has 22 children and can only take 2 more.
 - Pre-K has 13 children with a max of 24.
 - Multi-Age has 11 children with a max of 20.
 - And Little Learners has 10.
- Fun Valentine exchange in February. Each child received valentine cards and goodies.
- A new Pre-Kinder class was added at the Lupine Kidz Center this year and that class is full.
- The Multi-Age class, Little Learner 3 year old class and the Jr. Kinder class were all full before the start of the 2017-18 school year.
- Our biggest need is custodial. Something that will be pushed in the next budget cycle.
- The key for us is to stay current on Preschool curriculum and keep bringing and building upon new ideas and events for families to enjoy.
 - We are looking into bring in music and Spanish in the future.

Project/Program: Aquatics

Lead Staff: Austin George, Recreation Coordinator

Description: The Aquatics program encompasses a lot of different programs, from seasonal swim lessons, to lap swimming, water walking, rec swim, lifeguarding courses, and of course Swim and Water Polo Teams including: the East Bay Silver Dolphins (EBSD), the Piranhas, and Hercules High School Swim and Water Polo teams.

Summer and Fall Swim Lessons were a hit. Spring Swim Lessons will begin in April. The Hercules High School Water Polo wrapped up their season. Hercules High School Principal, Paul Mansingh, praised City staff citing the facility being the catalyst to a resurgence of the Titan Water Polo program, stating "the team tripled in size and popularity this year". The main reason cited was the proximity to the school. The popularity of Polo has carried over to the Swim Team as well.

Status: In April 2018 Aquatics brought in **\$63,371.44** in revenue.

Aquatics – April 2018 enrollment



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Program	Enrollment
EBSD Swim Team	66
Hercules High School Swim Team	60
Lifeguard Training	15
Hercules Piranhas	122

Accomplishments/Items in Progress:

- A chemical handling safety training was completed April 10.
- In April, summer hiring was in full effect, and will continue until all 15 new lifeguards and swim instructors are on board for the summer.
- Preparing current lifeguard and swim instructor staff for upcoming summer.
- The seasons 1st Lifeguard training will be held during Spring Break week (April 2-6).
- Lifeguard tryouts have been taking place at the Hercules Swim Center since the end of February. The last tryout was March 21.
- Spring swim lessons are rapidly approaching.
- The main pool heater was successfully rebuilt.
- New pool covers and refurbished reels have made a big difference.
- Successful fall swim lesson program: plans are in the works to expand this for next year.
- Aquatics Coordinator received LGIT certification. This will allow the City to offer Instructor level CPR, AED, First-Aid, Lifeguard classes.
- Successful summer swim lesson season.
- New heater for the baby pool made it just in time for the start of summer swim lessons.

Project/Program: Recreation Classes
Lead Staff: Vanessa Flores, Recreation Leader III

Description: The department is looking for new contract class instructors to help increase the number and variety of quality programs that the community is used to. Our recreation classes cater to all ages and help to promote a healthy lifestyle. If you haven't signed up for a class recently, we encourage everyone to do so.

Status: In April 2018 classes brought in **\$18,588.74** in revenue and rec admin (activity guide ads, banners, and sign boards) brought in **\$5,647.00** in revenue.

Classes – April 2018 enrollment

Class	Enrollment
Ballet/Tap	11
Cooking	7
Ed2go	6
Karate	29
Little Dragons	17
Oil Painting	8



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Table Tennis

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Accomplishments/Items in Progress:

- In April held successful Rec Expo week, taking lots of summer registrations.
- In March the Summer Activity Guide was published and mailed to all Hercules residents.
- New Ballet and Tap Classes met the minimum began March 15.
- Seeking new instructors to offer programs for Fall 2018.
- Continue to evaluate programs, revenues and expenditures to ensure they are cost effective.

Project/Program: Senior Center

Lead Staff: Kristina Griffith, Recreation Leader III

Description: The Senior Center averages approximately 150-200 members annually. Friends, food, fun and companionship is what the Hercules Senior Center is all about. We strive to ensure a physically and emotionally comfortable environment for all, and encourage socialization with peers.

Status: In April the Senior Center brought in **\$1,235** in revenue and the CC Café brought in **\$1,440** in revenue.

April total Senior Center active memberships: 177 members

Program	Enrollment	Program	Enrollment
Advance Tai Chi	72	HICAP	4
Advice Nurse	10	Hula Dance	55
Bingo	128	Line Dancing	50
Blood Pressure	14	Low Impact Exercise	161
C.C. Café Lunch	1,015	Special Event	15
Card Club	22	Tai Chi	287
Chi Kong	93	Tap	24
Computer Lab	15	Wills & Trust	0
Fruit & Veggie Distribution	500	Yuen Ji & Dance	60
Goodie Store	89	Zumba Gold	52

Accomplishments/Items in Progress:

- On April 24, the Senior Center held another successful blood drive with 30 donors and 23 pints of blood collected.
- AARP completed over 300 free tax returns for our Seniors this year.
- On April 11, twelve members of the Senior Center took a day trip to the Walt Disney Family Museum in San Francisco.
- The Senior Center received 50 new folding chairs and a fancy chair rack.



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- Held annual Chinese New Year event 2/16. Over 100 people attended the event. Lunch by CC Café, live entertainment featuring Hula and Yuen Ji dancers, as well as the Concord Kung-Fu Academy who performed their traditional Chinese Lion Dance. A big thank you goes out to the Friends of the Hercules Senior Center who sponsored the entertainment.
- AARP is offering FREE Tax Service for seniors is set to wrap it up for the year on April 10.
- Another successful Blood Drive by American Red Cross.
- Received our 1st registration s for the all NEW extended trips for 2018: 4 trips include...
 - San Antonio Getaway – March 25-30.
 - Colorado Rockies, Rails, and Western National Parks Trip – July 15-23.
 - Niagara Falls & Heritage Highlights – September 25 – October 3. And,
 - Albuquerque Balloon Fiesta – October 12-18, 2018.
- Held successful “Tour of San Francisco” trip for our seniors on January 24.
- Partnered with East Bay Regional Park District to bring day trips to our Senior Center in 2017. There were 2 trips: 9/14 to Las Trampas Bollinger Regional Wilderness in San Ramon, and 9/26: a Walk & talk about “Dynamite Era” Point Pinole Regional Shoreline.
**Based on the response of these local trips, we are planning more in-house trips in the future.*
- Continue work with nonprofit groups for senior events, fundraising, & programs in 2018.
- Continue to look for partnerships to enhance senior needs.
- Continue team work, leadership and guidance with Senior Center Volunteers.
- Attend monthly trainings with the county nutrition program for C.C. Café.
- Continue to promote day trips and new program ideas, including new trips and hikes.

Project/Program: Sports
Lead Staff: Jeff Jew, Recreation Coordinator

Description: The department offers sports and other positive leisure activities for patrons of all ages. Sports programs help promote a healthy lifestyle, while providing an environment in which people can enjoy themselves.

Status: In April 2018, Sports programs brought in **\$11,456.22** in revenue.

Sports – April 2018 enrollment

Program	Enrollment
AOSL Basic Skills Clinic	15
AOSL Intermediate Skills Clinic	4
AOSL Elite Skills Clinic	3
Kidz Love Soccer	28
Skyhawks Sports	25

Accomplishments/Items in Progress:

- Worked with current contractors to offer new and exciting programs/camps for summer.
- Researching new sports programs for all age groups to offer to our community.



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- Looking at a potential basketball program that caters to children with disabilities.
- Working on creating Pickle Ball opportunity.
- Starlings Volleyball Program was introduced to our community and it was a success!

Project/Program: Teen/Youth

Lead Staff: Jeff Jew, Recreation Coordinator

Description: As our youth grow into teens, we want to give them a sense of ownership and belonging to the community. The programs and activities at the Teen Center promote these very same goals. The Teen Youth Council (T.Y.C.) supports and assists with Community activities and Special Events. This energetic group of 6th-12th graders demonstrate leadership skills through their participation at City Council meetings, interaction with the Hercules Senior Center, and the planning of Teen/Youth Special occasions. This successful program recruits active members from the Hercules Community and the Hercules Middle and High School.

Status: In April 2018, the Teen Center brought in **\$13,796.06** in revenue.

Teens – April 2018 enrollment

Program	Enrollment
SPOT Summer Camp	22
T.Y.C. membership	12

Accomplishments/Items in Progress:

- Ongoing registration for the Breakfast Club, T.H.E. S.P.O.T After-School Program and T.Y.C. for the 2017-18 school year.
- T.Y.C. held a very successful 12th Annual Egg Hunt Eggstravanganza at the Senior Center on Saturday, March 31.
- T.Y.C. hosted the annual Winter Wonderland Workshop on Saturday, December 16.
- The Teen Center held an Open House to celebrate 10 year Anniversary November 16.
- T.Y.C. hosted their Halloween Carnival on Saturday, October 23.
- Ongoing registration for The Breakfast Club, T.H.E. S.P.O.T After-School Program and T.Y.C. for the 2017-18 school year.

We are very proud of our future leaders and their commitment to provide activities and events for our community.

Project/Program: Facilities/Rentals

Lead Staff: Jeff Jew, Recreation Coordinator

Description: The City of Hercules offers many of the City's facilities for rent when not being used for City sponsored programs or services. Facility attendants also prepare facilities for the department's classes and city meetings.

Status: In April 2018, facility rentals brought in **\$18,307.50** in revenue.



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Accomplishments/Items in Progress:

- Foxboro and Ohlone Community Center improvements are underway.
- Register for your special event today!
- Meeting/exceeding the needs of the community with every event.
- Continued efforts to address work orders and facility cleanliness.
- Ongoing recruiting for Facility Attendants.



Legislation Details (With Text)

File #: 18-159 **Version:** 1 **Name:**

Type: Director Report **Status:** Agenda Ready

File created: 5/9/2018 **In control:** Community and Library Services Commission

On agenda: 5/14/2018 **Final action:**

Title: Library Manager Monthly Report - April

Sponsors:

Indexes:

Code sections:

Attachments: [MONTHLY REPORT - Library - April](#)

Date	Ver.	Action By	Action	Result
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Library Manager Monthly Report - April

Hercules Community and Library Services Commission
 Librarian Report
 MAY 2018

REPORT ON PREVIOUS MONTH'S PROGRAMS:

Title	Start Date	Attendance
Junkology with Dr. Recycle	4/3/2018	41
Builders Club	4/3/2018	17
Meditation	4/5/2018	9
Meditation	4/12/2018	12
Meditation	4/19/2018	12
Meditation	4/26/2018	10
Business Master Mind Class for Women Entrepreneurs	4/10/2018	18
English Conversation Group	4/2/2018	10
English Conversation Group	4/9/2018	6
English Conversation Group	4/16/2018	6
English Conversation Group	4/23/2018	8
English Conversation Group	4/30/2018	8
Homework Help	4/11/2018	15
Homework Help	4/18/2018	14
Homework Help	4/25/2018	10
Kindergarten Countdown: Playing	4/9/2018	23
Kindergarten Countdown: Self Help and Fine Motor Skills	4/23/2018	16
Hercules High School Advanced Orchestra	4/14/2018	58
Teen Movie Afternoon	4/16/2018	8
Green Golly Project	4/24/2018	58
Dave Rocha Trio	4/28/2018	45
Hercules Library Great Books Discussion Group	4/30/2018	7
Hercules Insider's Club	4/26/2018	52
Candidate Forum for Contra Costa District Attorney	4/30/2018	65
Computer Basics	4/3/2018	6
Computer Basics	4/10/2018	5
Computer Basics	4/17/2018	5
Computer Basics	4/24/2018	7
Play Pals	4/4/2018	12
Play Pals	4/11/2018	12
Play Pals	4/18/2018	8
Play Pals	4/25/2018	9
Hercules Library Knitting Group	4/7/2018	8
Hercules Library Knitting Group	4/14/2018	7
Hercules Library Knitting Group	4/21/2018	8
Hercules Library Knitting Group	4/28/2018	7
Teen Advisory Group	4/9/2018	9
Family Storytime	4/10/2018	38

**sponsored by the Friends of the Hercules Library*

***sponsored by Hercules Library Foundation*

Family Storytime	4/17/2018	45
Chess Club	4/17/2018	2
Friends of the Hercules Library Board Meeting	4/17/2018	
Teen Cinco de Mayo Celebration!	4/30/2018	25
Baby Lapsit Storytime - Ages 0-24 months	4/5/2018	55
Baby Lapsit Storytime - Ages 0-24 months	4/12/2018	54
Baby Lapsit Storytime - Ages 0-24 months	4/19/2018	72
Baby Lapsit Storytime - Ages 0-24 months	4/26/2018	47
Toddler and Preschool Storytime	4/5/2018	49
Toddler and Preschool Storytime	4/12/2018	60
Toddler and Preschool Storytime	4/19/2018	60
Toddler and Preschool Storytime	4/26/2018	84
Total Programs 50	Total Attendance	1,222

UPCOMING SPECIAL EVENTS:

Title	Date	Time	Description
Galactic Family Storytime*	5/1/2018	6:00PM	Join the Hercules Library for a special space-themed storytime. Young padawans and their families are invited to meet local author Lara Starr and taste test a special treat from her new book <i>Star Wars Cookbook: BB-Ate</i> .
Computer Basics	5/4/2018 5/15/2018 5/22/2018 5/29/2018	4-5:30PM	Come to the Hercules Library for help with basic computer skills. The first hour will be skills taught in a group setting, followed by an opportunity to practice skills and get additional help from our instructor. No registration required
May the 4 th Be With You Day*	5/4/2018	3:00PM-5:00PM	Padawans! Jedis! Sith Lords! Make a stop at the library and share the force with other Star Wars fans. Fun activities and pet adoptions with Contra Costa Animal Services will help you make the jump to lightspeed on this special day. Come to the library you must!

*sponsored by the Friends of the Hercules Library

**sponsored by Hercules Library Foundation

Storywalk in Refugio Valley Park*	5/4/2018	5:30PM	Take a walk around Refugio Valley Park and read Life on Mars by Jon Agee as you get ready to travel to a galaxy far, far away.
Read to a Dog HALO Angel Ears	5/5/2018	1:00PM	You're in for a special treat! Members from the Hercules High School Advanced Orchestra will be performing in our library. Come enjoy the beautiful sound of violins, cellos, violas and other stringed instruments. Orchestra under the direction of music teacher Anthony West
Free Comic Book Day*	5/7/2018	4:00PM-5:00PM	Hey kids and teens! Join the Hercules Library to celebrate Free Comic Book day! We will have a drawing class with artist Sam Filstrup, crafts, green screen, and best of all: FREE COMICS!
Business Mastermind Class for Women Entrepreneurs	5/8/2018	6:00PM-8:00PM	<p>Let us network and support each other on the journey of Entrepreneurship. Whether you are just starting your business or have an existing one, this is a great place for discussion, problem-solving, support, and to learn how to grow your business in the company of peers like yourself.</p> <p>We will present a different business topic each month:</p> <ul style="list-style-type: none"> -Marketing -Branding -Financials -Taxes -Growth Strategies ...and more!
First Generation Farmers*	5/8/2018	6:00PM-7:00PM	Join us as the First Generation Farmers bring their mobile zoo to the Hercules Library! Pet and feed live goats and chickens, get your hands dirty in our worm bin, and plant a seed to take home and watch it grow. Learn about composting and how the foods we eat make it from the farm to your table.
Marin Clean Energy Information Program	5/21/2018	6:00PM-6:45PM	Hercules Library host MCE for an informational program about your enrollment options, how these options will affect your

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**sponsored by Hercules Library Foundation

			electric bill, and what changes you may see.
Hercules Library Great Books Discussion Group*	5/21/2018	7:00PM	This month we will discuss the short story "Tomorrow and Tomorrow and So Forth" by John Updike.
Hercules Library Insiders Club	5/24/2018	10:00AM-11:00AM	This monthly program is geared towards adults with Developmental Disabilities. Programs include crafts, games, music, guest speakers and special events. No registration required. Call the Hercules Library at 510-245-2420 for more information.
Harvey Milk Day Celebration*	5/26/2018	1:00PM	Join us in celebrating Harvey Milk Day with special guest speakers and a performance by the Oakland East Bay Gay Men's Chorus.
Teen Movie Afternoon*	5/29/2018	4:00PM	TEENS! Throughout the year we will be showing cool teen movies (most of them based on Young Adult novels)! We're sliding into the end of the school year with a classic: Grease! Join us for sweet treats and a fun movie with friends!

ANNOUNCEMENTS

Adventure awaits with Contra Costa County Library's Summer Reading program. This year "Reading Takes You Everywhere" is the theme and runs from June 4 to August 4. Readers of all ages can visit ccclib.org/summer for activities and challenges to feed the imagination and explore new skills. Visit any of the 26 Contra Costa County library locations for free and fun happenings all summer. Every completed entry is eligible for a free book and a raffle entry to win prizes.

All libraries will be closed on Sunday May 27th and Monday May 28th for the Memorial Day Holiday.

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Legislation Details (With Text)

File #: 18-160 **Version:** 1 **Name:**

Type: Consent **Status:** Agenda Ready

File created: 5/9/2018 **In control:** Community and Library Services Commission

On agenda: 5/14/2018 **Final action:**

Title: Minutes
Recommendation: Approve the Minutews for the April 9, 2018 Meeting.

Sponsors:

Indexes:

Code sections:

Attachments: [MINUTES-April](#)

Date	Ver.	Action By	Action	Result
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Minutes

Recommendation: Approve the Minutews for the April 9, 2018 Meeting.

Community & Library Services Commission Minutes

April 9, 2018

6:30 p.m. Workshop

7:00 p.m. Meeting

Hercules City Hall

111 Civic Drive

Hercules, CA 94547

COMMUNITY & LIBRARY SERVICES COMMISSION - AGENDA

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

II. WORKSHOP

Called to order at 6:35p.m.

Teen Programs – Jeff Jew and Samantha Cole came to the meeting to discuss the status of Teen programs, how they are going, what their plans are, and where they'd like to see the program go.

Staff outlined the new program changes this year, including Breakfast Club in the morning at the Teen Center. They discussed the changes in the upcoming summer camp program, and the change in the TYC program becoming more of a Jr Leader in Training program to give more hands on job skill experience to the teens.

Staff also discussed some of the events that TYC hosts annually like the Halloween Carnival, the Winter Wonderland Workshop and the Eggstravaganza. They also discussed the 10 year Anniversary of the Teen Center, and the need to ride the trends with what is happening with registrations. In particular watching the ages of registrations. Overall it was a great discussion and the Commissioners were appreciative of the work they are doing.

III. CALL TO ORDER – ROLL CALL - 7:00 P.M. – REGULAR MEETING AGENDA

Called to order at 7:01p.m.

Commissioners Ward-Jackson, Chen, Campbell-Miller and Nguyen were present.

Staff Christopher Roke, Parks & Recreation Director, and Lynne Noone, Library Manager were present.

IV. PLEDGE OF ALLEGIANCE

V. INTRODUCTIONS/PRESENTATIONS

Presentation: Staff in the Spotlight, Richardson Santos – G.E.M. Award recipient.

Richardson “Arjo” Santos was the staff GEM award winner for the month of March. Arjo was recently promoted to Facilities Specialist. His main responsibility is to be the liaison of Parks and Recreation and the go between the staff, the department and the

renter. Arjo is tasked with collecting payments for security, insurance, meeting with the renters, supervising facility attendants (staff), processing refunds, and watching over the City's assets...the facilities.

He is a Hercules resident and graduate of John Swett HS. Arjo is the oldest of 3 siblings with a younger sister (16) and younger brother (11). He likes to play sports, he is interested in photography and enjoys riding his motorcycle. He likes to travel as well.

VI. AGENDA ADDITIONS/DELETIONS

None

VII. PUBLIC COMMUNICATION

None

VIII. DIRECTOR REPORT

1. Parks and Recreation Monthly Reports (February and March)
2. Library Manager Monthly Report (February and March)

IX. CONSENT CALENDAR

1. Minutes: February 8, 2018 Meeting

MOTION: Commissioner Campbell-Miller moved to approve the consent calendar. Commissioner Nguyen seconded the motion. Motion passed 4-0.

X. DISCUSSION AND/OR ACTION ITEMS

None

XI. COMMISSION REPORTS AND ANNOUNCEMENTS

Chair Ward-Jackson mentioned the Hercules Education Foundation meeting attended by several PTA Presidents in Hercules. And an unofficial Dog Park at the end of Pheasant.

Commissioner Campbell-Miller brought up May the Fourth Be With You Day 5/4, and the Clean Up Day 5/5.

XII. FUTURE AGENDA ITEMS

1. Friends of Hercules Sr. Center request for fee waiver.
2. Tour of Ohlone and Foxboro to see progress on facilities.

XIII. ADJOURNMENT

8:01pm



Legislation Details (With Text)

File #: 18-161 **Version:** 1 **Name:**

Type: Discussion/Action Item **Status:** Agenda Ready

File created: 5/9/2018 **In control:** Community and Library Services Commission

On agenda: 5/14/2018 **Final action:**

Title: Request for Facility Waiver - Friends of Senior Center - Paul Cardaropoli

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Request for Facility Waiver - Friends of Senior Center - Paul Cardaropoli



Legislation Details (With Text)

File #: 18-162 **Version:** 1 **Name:**

Type: Discussion/Action Item **Status:** Agenda Ready

File created: 5/9/2018 **In control:** Community and Library Services Commission

On agenda: 5/14/2018 **Final action:**

Title: Re-cap of Community Clean Up Day

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Re-cap of Community Clean Up Day



Legislation Details (With Text)

File #: 18-163 **Version:** 1 **Name:**

Type: Discussion/Action Item **Status:** Agenda Ready

File created: 5/9/2018 **In control:** Community and Library Services Commission

On agenda: 5/14/2018 **Final action:**

Title: Tour of Foxboro and Ohlone Community Centers and Refugio Tennis Courts

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Tour of Foxboro and Ohlone Community Centers and Refugio Tennis Courts