

# City of Hercules

111 Civic Drive  
Hercules, CA 94547



## Meeting Agenda

Wednesday, November 7, 2018

7:00 PM

**SPECIAL WORKSHOP - NONE.**

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

## Community and Library Services Commission

*Evangelia Ward-Jackson, Chair*

*Han Chen, Vice Chair*

*Brian Campbell-Miller, Commissioner*

*Nina Nguyen, Student Commissioner*

**I. SPECIAL MEETING - NONE.**

**II. WORKSHOP - NONE.**

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

**IV. PLEDGE OF ALLEGIANCE**

**V. INTRODUCTIONS/PRESENTATIONS**

**VI. AGENDA ADDITIONS/DELETIONS**

**VII. PUBLIC COMMUNICATIONS**

**VIII. DIRECTOR REPORT**

1. [18-354](#) Library Monthly Reports - (October and November)

Attachments:     [MONTHLY REPORT - Library - 20181008](#)  
                              [MONTHLY REPORT - Library - 20181107](#)

2. [18-355](#) Parks and Recreation Monthly Reports (October)

Attachments:     [MONTHLY REPORT - PR - October 2018 - 20181107](#)

**IX. CONSENT CALENDAR**

1. [18-356](#) Meeting Minutes: October 8, 2018

Attachments:     [MINUTES-CLSC-October 2018 - 181008](#)

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

1. [18-357](#) Nonprofit Group Presentation - Boy Scouts
2. [18-358](#) Nonprofit Group Presentation - Rotary Club of Hercules
3. [18-359](#) Nonprofit Group Presentation - Chinese Association
4. [18-360](#) Nonprofit Group Presentation - Senior Citizens Club of Hercules
5. [18-361](#) Nonprofit Group Presentation - Community Gardens
6. [18-362](#) Nonprofit Group Presentation - Hercules Education Foundation
7. [18-363](#) Nonprofit Group Presentation - Hercules Lions Club

8. [18-364](#) Banner Program Discussion
9. [18-365](#) 2019 Commission Calendar: November conflict and possible date change options:
  - a. Wednesday, November 6th
  - b. Thursday, November 7th or;
  - c. Thursday, November 14th

#### **XI. COMMISSIONER REPORTS AND ANNOUNCEMENTS**

#### **XII. FUTURE AGENDA ITEMS**

1. [18-366](#) 1. 2019 Nonprofit renewals

#### **XIII. ADJOURNMENT**

The next Regular Meeting of the Commission will be held on Monday, December 10, 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](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: November 1, 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](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:

Hercules Community and Library Services Commission  
 Librarian Report  
 OCTOBER 2018

**REPORT ON PREVIOUS MONTH'S PROGRAMS:**

Title	Date	Attendance
Builders Club	9/4/2018	25
Read to a Dog HALO Angel Ears	9/29/2018	26
Hercules Insider's Club	9/27/2018	26
Play Pals	9/5/2018	10
Play Pals	9/12/2018	11
Play Pals	9/19/2018	8
Play Pals	9/26/2018	14
Hercules Library Knitting Group	9/1/2018	6
Hercules Library Knitting Group	9/8/2018	7
Hercules Library Knitting Group	9/15/2018	7
Chess Club	9/18/2018	4
Genealogy Workshop	9/10/2018	10
Baby Lapsit Storytime - Ages 0-24 months	9/6/2018	48
Baby Lapsit Storytime - Ages 0-24 months	9/13/2018	58
Baby Lapsit Storytime - Ages 0-24 months	9/20/2018	65
Baby Lapsit Storytime - Ages 0-24 months	9/27/2018	70
Toddler and Preschool Storytime	9/6/2018	53
Toddler and Preschool Storytime	9/13/2018	61
Toddler and Preschool Storytime	9/20/2018	40
Toddler and Preschool Storytime	9/27/2018	58
Meditation	9/6/2018	10
Meditation	9/13/2018	12
Meditation	9/20/2018	11
Meditation	9/27/2018	12
Composing Together - My Words, My Music	9/11/2018	56
Uke and Me @ the Library	9/17/2018	29
Business Master Mind Class for Women Entrepreneurs	9/4/2018	11
Family Storytime	9/4/2018	49
Family Storytime	9/18/2018	34
Family Storytime	9/25/2018	38
Hercules Library Great Books Discussion Group	9/24/2018	7
Coloring Club!	9/29/2018	12

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Cascada de Flores	9/29/2018	40
Computer Basics	9/18/2018	3
Computer Basics	9/25/2018	2
Hercules Library Knitting Group	9/22/2018	8
Hercules Library Knitting Group	9/29/2018	9
English Conversation Group	9/10/2018	8
English Conversation Group	9/17/2018	7
English Conversation Group	9/24/2018	8
TAG Meeting	9/17/2018	0
Class Visit	9/18/2018	45
Drop-In Homework Help	9/26/2018	10
<b>Total Programs: 43</b>		<b>1,028</b>

#### UPCOMING SPECIAL EVENTS:

Title	Date	Time	Description
Builders Club	10/2/2018	3:30PM-5:00PM	Kids, let your imaginations take over as you build with LEGOs. Creations will be displayed in the library. No registration is required. We ask that caregivers please keep an eye on little ones for choking hazards.
Computer Basics	10/2/2018 10/9/2018 10/16/2018 10/23/2018 10/30/2018	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
Business Master Mind Class for Women Entrepreneurs	10/2/2018	6:00PM	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. We will present a different business topic each month: -Marketing -Branding -Financials -Taxes -Growth Strategies ...and more! Register now at

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			<a href="http://www.ContraCostaSBDC.org/events">www.ContraCostaSBDC.org/events</a> or call 925.602.6810
Drop in Homework Help	10/3/2018 10/10/2018 10/17/2018 10/25/2018	6PM	Teen volunteers help kids in grades K-5 with their homework!
Uke and Me @the Library*	10/15/2018	6:30PM-7:30PM	Slow down and enjoy the sounds of the islands as you learn to make beautiful music at the library. With monthly teacher-led ukulele classes you will be a master in no time. Bring your own ukulele or use one provided by the library. A limited number of instruments will be available to take home, registration required to reserve a provided ukulele. Please visit, register online or call (510) 245-2420 to register.
Fratello Marionettes Spooktacular Halloween Show*	10/16/2018	6:00PM	Stop in at the Hercules library for a not-so-scary Halloween show with The Fratello Marionettes! The Spooktacular event will feature beautifully hand-crafted marionettes made especially for a kid-friendly experience.
Free SAT/ACT Practice Test!	10/20/2018	10:00AM-2:00PM	Hurry and register for this ACT/SAT practice test, hosted by C2 Education! These practice tests offer a valuable real-world test environment, allowing students to better understand the testing process, while accurately measuring performance before taking the real test. Plus: tips and pointers to help you achieve your best score for these tests!  Please visit, register online or call (510) 245-2420 to register.

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Hercules Library Insiders Club*	10/25/2018	10:00AM-11:00AM	<p>This monthly program is geared towards adults with Developmental Disabilities. This month we will be featuring a magic show!</p> <p>Programs include crafts, games, music, guest speakers and special events. No registration required. Call the Hercules Library at 510-245-2420 for more information.</p>
Hercules Library Coloring Club	10/27/2018	11:00PM-1:00PM	<p>Kids and Adults! Join us for Coloring Club on the last Saturday of every month and color something beautiful! Kids and Adults meet from 11 to noon and adults have the chance to relax and color from noon to 1 pm! We'll supply the coloring books and pages, colored pencils and crayons! See you there!</p>
Daniel Fries Guitar Duo*	10/27/2018	2:15PM-3:00PM	<p>Daniel Fries is one of the San Francisco Bay Area's premier flamenco and Spanish guitarists, both as an accompanist for flamenco song and dance, as a soloist, and with his instrumental Rumba, Latin, and Brazilian focused group Trio Paz.</p> <p>Daniel will be performing with guitarist Jean-Paul Buongiorno. You won't want to miss this special concert!</p>
Hercules Library Great Books Discussion Group	10/29/2018	6:30PM-8:00PM	<p>Join us each as we read and discuss different short stories from the Great Books collection. This month we will be discussing "Frankenstein" by Mary Shelley</p>
Halloween Storytime and Party	10/30/2018	6:00PM-7:00PM	<p>Join us for a spooky Halloween themed storytime. Afterwards, take a "spooky" picture in your costume. Make a Halloween craft and take home a "Halloween at the Hercules Library" button!</p>

## ANNOUNCEMENTS

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**All Contra Costa County Libraries will be closed on Monday October 8<sup>th</sup> for an all staff training day.**

**BrainFuse HelpNow available through the library**

Connect to FREE Online Tutors. Trained tutors are available for academic assistance every day from 1:00 p.m. - 10:00 p.m. Includes resume writing support help for adult learners. Spanish speaking tutors are also available.

**Discover & Go offers free BART tickets to select venues in October, November, and December.**

The Contra Costa County Library is once again offering free BART tickets for use with Discover & Go reservations from October through December. County residents who are 18 or older can submit a request for BART tickets by clicking on the banner ad on their Discover & Go pass starting October 1st.

Since its inception in 2011, Discover & Go has met Contra Costa County Library's goal of providing access to culture inside and outside the library by partnering with over 90 northern California museums, and making over 1,000,000 cultural visits possible for library cardholders.

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Hercules Community and Library Services Commission  
 Librarian Report  
 NOVEMBER 2018

**REPORT ON PREVIOUS MONTH'S PROGRAMS:**

Title	Date	Attendance
Builders Club	10/2/2018	15
Hercules Insider's Club	10/25/2018	36
Play Pals	10/3/2018	12
Play Pals	10/10/2018	12
Play Pals	10/17/2018	10
Play Pals	10/24/2018	14
Play Pals	10/31/2018	8
Teen Advisory Group	10/1/2018	0
Chess Club	10/16/2018	23
Baby Lapsit Storytime - Ages 0-24 months	10/4/2018	57
Baby Lapsit Storytime - Ages 0-24 months	10/11/2018	52
Baby Lapsit Storytime - Ages 0-24 months	10/18/2018	53
Baby Lapsit Storytime - Ages 0-24 months	10/25/2018	56
Toddler and Preschool Storytime	10/4/2018	69
Toddler and Preschool Storytime	10/11/2018	66
Toddler and Preschool Storytime	10/18/2018	57
Toddler and Preschool Storytime	10/25/2018	66
Meditation	10/4/2018	11
Meditation	10/11/2018	12
Meditation	10/18/2018	9
Meditation	10/25/2018	11
Uke and Me @ the Library	10/15/2018	23
Business Master Mind Class for Women Entrepreneurs	10/2/2018	11
Fall Craft	10/2/2018	42
Spooktacular Halloween Show	10/16/2018	201
Family Storytime	10/9/2018	44
Family Storytime	10/23/2018	47

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Free SAT/ACT Practice Test!	10/20/2018	5
Hercules Library Great Books Discussion Group	10/29/2018	7
Halloween Storytime and party	10/30/2018	191
Coloring Club!	10/27/2018	6
Computer Basics	10/2/2018	2
Computer Basics	10/9/2018	4
Computer Basics	10/16/2018	4
Computer Basics	10/23/2018	4
Computer Basics	10/30/2018	4
Hercules Library Knitting Group	10/6/2018	7
Hercules Library Knitting Group	10/13/2018	8
Hercules Library Knitting Group	10/20/2018	7
Hercules Library Knitting Group	10/27/2018	8
English Conversation Group	10/1/2018	9
English Conversation Group	10/15/2018	8
English Conversation Group	10/22/2018	7
English Conversation Group	10/29/2018	11
Class visit	10/12/2018	45
Drop-In Homework Help	10/3/2018	12
Drop-In Homework Help	10/10/2018	10
Drop-In Homework Help	10/17/2018	14
Drop-In Homework Help	10/24/2018	12
Drop-In Homework Help	10/31/2018	4
Spanish Guitar Duo Daniel Frías & Jean-Paul Buongiorno	10/27/2018	78
Medicare Supplement Presentation	10/29/2018	16
<b>Total Programs: 52</b>	<b>Total Attendance</b>	<b>1,500</b>

#### UPCOMING SPECIAL EVENTS:

Title	Date	Time	Description
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Builders Club	11/6/2018	3:30PM-5:00PM	Kids, let your imaginations take over as you build with LEGOs. Creations will be displayed in the library. No registration is required. We ask that caregivers please keep an eye on little ones for choking hazards.
Computer Basics	11/6/2018 11/13/2018 11/20/2018 11/27/2018	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
Drop in Homework Help	11/7/2018 11/14/2018 11/28/2018	3-5PM	Teen volunteers help kids in grades K-5 with their homework!
Brent and Yoda the Duck*	11/13/2018	6:00PM	Please help us welcome Hercules' very own Brent Andrada and his pet duck, Yoda! Brent sings popular songs while strumming his ukulele. Kids and parents will be able to meet and take a photo with Yoda. If you're lucky, Yoda might even be dressed in his finest "duck-xedo."
Happy Birthday Mickey!	11/15/2018	11:45AM-12:30PM	Help celebrate the 90th birthday of everyone's favorite mouse. Special activities will be available.
Thanks for Playing Board Games at the Library	11/19/2018 11/20/2018	3:00PM-5:00PM	Because we are thankful for our patrons, we invite you to come play classic board games at the library. Games will be available to play at the library. No registration is required, just good sportsmanship.
Uke and Me @the Library*	11/19/2018	6:30PM-7:30PM	Slow down and enjoy the sounds of the islands as you learn to make beautiful music at the library. With monthly teacher-led

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			ukulele classes you will be a master in no time. Bring your own ukulele or use one provided by the library. A limited number of instruments will be available to take home, registration required to reserve a provided ukulele. Please visit, register online or call (510) 245-2420 to register.
Hercules Library Coloring Club	11/24/2018	11:00PM-1:00PM	Kids and Adults! Join us for Coloring Club on the last Saturday of every month and color something beautiful! Kids and Adults meet from 11 to noon and adults have the chance to relax and color from noon to 1 pm! We'll supply the coloring books and pages, colored pencils and crayons! See you there!
Hercules Library Great Books Discussion Group	11/26/2018	7:00PM-8:00PM	Join us each as we read and discuss different short stories from the Great Books collection. This month we will be discussing "The Collectors" by Rohinton Mistry.

## ANNOUNCEMENTS

**All Contra Costa County Libraries will be closed on Sunday November 11<sup>th</sup> and Monday November 12<sup>th</sup> in observance of Veteran's Day**

**All Contra Costa County Libraries will be closed by 6pm on Wednesday November 21<sup>st</sup>.**

**All Contra Costa County Libraries will be closed on Thursday November 22<sup>nd</sup>.**

### **Do you know about...Flipster?**

The library has over 40 magazines available to read through our digital platform Flipster – ***free with your library card***. People, The New Yorker, Kiplinger's, Cooking Light, Money and more. You can read them in your computer's browser or download the Flipster app.

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**CITY OF HERCULES**  
**PARKS & RECREATION MONTHLY REPORT**  
**October 2018**



**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 October 2018 the department brought in **\$125,269.66** in revenue. Year to Date Revenue for Fiscal Year 2017-18 is **\$557,237.41** (on track with last year same time).

**Accomplishments/Items in Progress:**

- Trunk or Treat/Movie success: October 26 at the Community Center. Approximately 150-200 people participated in the event. The event was a HIT!
- Wall Mounted Basketball Units are up and being used at the Community Center.
- Working on several projects Council approved decision packages for 2018-19FY...
  - ✓ DP#19-2: Golf Club Fund: Youth programs – purchased equipment
  - ✓ DP#19-7: Painting the exterior of the Senior Center – completed.
  - DP#19-10: Upgrades to the Van Domselaar Room at Samara Terrace.
  - DP#19-11: New chairs and tables for the Community Centers.
  - DP#19-12: Hanna Kidz Center improvements.
  - DP#19-13: A new permanent stage for the Community Center
  - ✓ DP#19-14: VFD's (variable frequency drives) for the pool pumps - installed.
  - BR#19-2: Technology upgrades to the Teen Center.
  - BR#19-14: Resurface the Refugio Valley Tennis Courts.
  - BR#19-15: New chairs for the Library.
  - ✓ BR#19-18: Donation to Robotics Club at HHS – completed.
- School started again. Fall programs started with a bang.
- Summer Movie Series Success: Wonder, Coco, The Last Airbender and Star Wars.
- Increased enrollment in our city Summer Camp programs again.
- 2018 Fall Activity Guide was mailed out to every household end of July.

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

**Description:** The Community and Library Services Commission went dark in August. The Commission began hearing reports from the Nonprofit groups in September and October. The remaining groups will give their presentations in November.

**Status:** The Commission spent time last FY 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



## CITY OF HERCULES PARKS & RECREATION MONTHLY REPORT October 2018



evaluation of Parks & Recreation Programs, the Citywide Clean-up Day and approval of new plaques for the heritage garden.

### Accomplishments/Items in Progress:

- Trunk or Treat was held at the Community Center on October 26. There were approximately 150-200 total participants. Overall it was a great success.
- Duck Pond Park has the bathroom installed. The contractor is working on the court, benches, ½ fence, and landscaping. The project will be done in November.
- Holiday Tree Lighting event will be on Sunday, December 2, at the Community Center.
- The new flooring in Foxboro Community Center was completed on June 7.

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

**Lead Staff:** Ambra Garfield, Recreation Manager

**Description:** This time of the year is always fun. We are at the beginning of the new fiscal year, we are in the middle of summer, and we are gearing up for the start of the new school year. So it is always a busy time.

**Breakfast Club** was the hit of 2017-18! Breakfast Club featured earlier hours (opening at 6:30a), and breakfast options (hot and cold food/drink options available for purchase). Parents were extremely happy with the program. And using the Teen Center instead of the schools allowed us to cut back the number of staff necessary to run the morning and after school programs which also saved the City money. The Breakfast Club has a maximum limit based on the number of seats in our Vans.

**Kaleidoscope Kidz: Recreation Afterschool Program** (or RAP for short), is our after school program. We successfully rebranded the name bringing greater focus on homework, and a station rotation curriculum with P.E. to make sure the kidz are active. RAP focuses on monthly themes that featured a combination of arts and crafts, science, cooking, passive and active games and much more. RAP is held at all 3 elementary sites. The name of the facilities changed to "Kidz Center", to compliment the Kaleidoscope Kidz program.

The current challenge that we face for all of our programs this fall is our lack of staffing. We have been able to recently get 3 new staff on board, but we are still lower than we'd like in terms of staffing numbers. The 2017-18FY saw a very successful rebranding effort with our before and after school programs.

**Status:** In October 2018 Child Care programs brought in a total of **\$61,958.66** in revenue.

### Accomplishments/Items in Progress:

- Child Care is enjoying an increase in enrollment for the 2018-19 school year.
  - Lupine has a waiting list. We were able to open an additional class of TK/K.
- The new school year saw an increase in last minute Child Care registration.





**CITY OF HERCULES**  
**PARKS & RECREATION MONTHLY REPORT**  
**October 2018**



- In August, we had one of our largest months ever with enrollment and revenue.
- Camp Dynamite has been successful this summer. The numbers are comparable to last summer when we increased enrollment, and this is without the 5<sup>th</sup> graders. We moved the 5<sup>th</sup> graders into the Teen Camp program to accommodate the youngest age group that exploded this past FY.

**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.

**Status:** In October 2018 Tiny Tot Programs brought in **\$16,732.15** in revenue.

**Accomplishments/Items in Progress:**

- Hanna Preschool had been dealing with a flea problem in September and October. After trying a myriad of things, we believe the issue has been resolved.
- Numbers increased in the LL and PK classes. Both started out low. There is still space.
- Good news/bad news: the new Aide that started in October, is leaving due to a family emergency. We continue to struggle to keep staff.
- Like child care, preschool picked up as the calendar hit August.
- Added additional classes in anticipation of growing program.

**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.

**Status:** In October 2018 Aquatics brought in **\$10,792** in revenue.

**Aquatics – October 2018 enrollment**

Program	Enrollment
EBSD Swim Team	89
October Swim Lessons	70

**Accomplishments/Items in Progress:**



**CITY OF HERCULES**  
**PARKS & RECREATION MONTHLY REPORT**  
**October 2018**



- Harnoor Deol, of Troop 113, built and donated 4 picnic tables to the Aquatics program. This was part of his Eagle project. The City is always appreciative of the community involvement.
- Hercules High School Water Polo finished their season October 26. The girls team made a significant improvement coming up one win shy of making the NCS Playoffs.
- In September, we completed the installation of the (2) Variable Frequency Drives (or VFD's) on the pool pumps. This will save the City lots of money over the course of the next decade, allowing the pumps to operate at a fraction of their output when no one is using the pool. This was a part of the Council approved Decision Packages for 2018-19FY.
- New swim lesson format has been a hit this summer. Lots of positive feedback.
- Another successful Piranhas season here at the Community Swim Center.

**Project/Program:** Recreation Classes

**Lead Staff:** Ashley Gomez, Recreation Leader III

**Description:** The department has been working to find new contract class instructors to help increase the number and variety of quality programs that the community has become accustomed to. Our recreation classes cater to all ages and help to promote a healthy lifestyle.

**Status:** In October 2018 classes brought in **\$3,228.11** in revenue.

Classes – October 2018 enrollment

Camp/Class	Enrollment		Class/Class	Enrollment
Ed2go	3		Ballet	15
Karate	54		Zumba	24

**Accomplishments/Items in Progress:**

- We are happy to report that Ashley Gomez has been selected to be our Rec Leader III. Ashley was previously working for us as an Office Assistant II. Ashley stepped in to the role October 22.
- Rec Leader III, Vanessa Flores, took a Full Time job with San Pablo. While we are extremely happy for her personally and professionally, she leaves a big hole in the department that will be difficult to replace.
- Fall 2018 Activity Guides were sent to every house in August.
- Class registration for all Fall programs began to pick up throughout the month.
- Some of the most popular classes this Summer include Cooking Around the World, Chess, Little Dragons, Karate, Action Movie Flix Camp and our online classes with Ed2Go.
- Continue to evaluate programs, generate revenue and control expenditures to ensure fee classes are cost effective.



**CITY OF HERCULES**  
**PARKS & RECREATION MONTHLY REPORT**  
**October 2018**



**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. One of the biggest changes for 2018-19 is that the City will no longer be able to keep the revenue generated from CC Café lunch program. The department will need to adjust to this change.

**Status:** In October the Senior Center brought in **\$1,447.55** in revenue.

October: total Senior Center active memberships: 154 members

Program	Enrollment	Program	Enrollment
Advance Tai Chi	95	HICAP	3
Advice Nurse	11	Hula Dance	90
Bingo	136	Line Dancing	215
Blood Pressure	25	Low Impact Exercise	171
C.C. Café Lunch	1,012	Special Event/Day Trip	0
Card Club	10	Tai Chi	284
Chi Kong	122	Tap	45
Computer Lab	3	Wills & Trust	3
Fruit & Veggie Distribution	550	Yuen Ji & Dance	98
Goodie Store	91	Zumba Gold	9

**Accomplishments/Items in Progress:**

- Coming up in October: Bay Area Hearing Service will be providing a free hearing screening, a trip to Cache Creek Casino's, and the Friends of Sr Center 3<sup>rd</sup> annual Luau.
- September highlights include: Trips to Cache Creek Casino's, the Railroad Museum in Sacramento, a Pancake Breakfast hosted by the Friends of the Senior Center, and more.
- August highlights include: The Friends of Senior Center Annual BBQ fundraiser, a trip to the Black Diamond Mines Regional Preserve, a huge turnout for the Community Produce Program, a Blood Pressure Screening event put on by the Fire District, the American Red Cross (ARC) blood drive that collected 28 units, and the successful launch of the Extend Trips program. Our 1<sup>st</sup> community members went on the 9 day Colorado Rockies and Western National Parks tour, and the 9-day Niagara Falls and Heritage Highlights trips.
  - There are several other trips planned with Premier World Discovery including a...
    - 6-day Albuquerque Balloon Fiesta 10/12-10/18,
    - 6-day Music Cities Christmas Memphis & Nashville 11/30-12/5, and
    - 5-day trip to New Orleans & the French Market 12/2-12/6.
- July highlights include: a Free Mental Health Training class provided by C.C. Café at the Pleasant Hill Senior Center.



**CITY OF HERCULES**  
**PARKS & RECREATION MONTHLY REPORT**  
**October 2018**



**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 October 2018, Sports programs brought in **\$2,666.40** in revenue.

Sports – October 2018 enrollment

Program	Enrollment
AOSL Basic Skills Clinic	15
AOSL Intermediate Skills Clinic	5
AOSL Elite Skills Clinic	2
Kidz Love Soccer	28
Skyhawks Sports	43

**Accomplishments/Items in Progress:**

- Order and received (2) new wall mounted basketball units. They will be installed in early October.
- One of the portable basketball units broke and is unrepairable.
- Held several successful youth sports camps.

**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 October 2018, the Teen Center brought in **\$9,187.70** in revenue.

Teens – October 2018 enrollment

Program	Enrollment
T.H.E. S.P.O.T.	23
Junior Staff in Training	6
Online Driver's Education	2

**Accomplishments/Items in Progress:**



**CITY OF HERCULES**  
**PARKS & RECREATION MONTHLY REPORT**  
**October 2018**

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- Started a brand new program called Junior Staff in Training this Fall. The Jr SIT program is designed for teens in the 9<sup>th</sup> through 12<sup>th</sup> grades. The goal for this program is to develop life and professional skills to prepare them for their first jobs. With completion of this program, they may have an opportunity to apply for a vacant position here in the City of Hercules.
- Successfully transitioned 5<sup>th</sup> graders into Teen Dynamite Summer Camp. This increased the numbers and revenue for Teen Camp and the Teen program for the year.

<b>Project/Program:</b>	<b>Facilities/Rentals</b>
<b>Lead Staff:</b>	<b>Jeff Jew, Recreation Coordinator</b>

**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 October 2018, facility rentals brought in **\$13,316.25** in revenue.

**Accomplishments/Items in Progress:**

- Rentals continue to do well.
- Ongoing recruiting for Facility Attendants. We are extremely low in staff currently.
- We continued to address work orders to improve our facilities.

**Community & Library Services Commission Minutes**  
October 8, 2018  
6:30 p.m. Workshop  
7:00 p.m. Meeting

**Hercules City Hall**  
111 Civic Drive  
Hercules, CA 94547

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**COMMUNITY & LIBRARY SERVICES COMMISSION - AGENDA**

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

**II. WORKSHOP**  
None

**III. CALL TO ORDER – ROLL CALL - 7:00 P.M. – REGULAR MEETING AGENDA**  
Called to order at 7:01p.m

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

Staff Christopher Roke, Parks & Recreation Director. Library Manager Lynne Noone was absent.

**IV. PLEDGE OF ALLEGIANCE**

**V. INTRODUCTIONS/PRESENTATIONS**  
None

**VI. AGENDA ADDITIONS/DELETIONS**  
1. Library Monthly Reports (September)

**VII. PUBLIC COMMUNICATION**  
None

**VIII. DIRECTOR REPORT**  
1. Parks and Recreation Monthly Report (September)

**IX. CONSENT CALENDAR**  
1. Minutes: September 10, 2018 Meeting

**MOTION:** Commissioner Campbell-Miller moved to approve the consent calendar. Commissioner Nguyen seconded the motion. Motion passed 3-0.

**X. DISCUSSION AND/OR ACTION ITEMS**  
1. Nonprofit Group Presentation – (WCCYSL) West Contra Costa Youth Soccer League

George Dias, President of WCCYSL, made the presentation. WCCYSL began providing organized youth soccer here in 1983. WCCYSL provides practices, games and clinics. They also have a large ref program as well. Over the past 2 years the numbers for WCCYSL have been up. There are over 170 Hercules families are involved with youth soccer. WCCYSL also reported that half of their refs and 15 coaches live here as well. They have children between the ages of 4 and 14, with over 450 total players in the league, which includes 8 travel teams that go all over the Bay Area.

WCCSL participates in the annual Tree Lighting event, as well as the Citywide Clean Up day. Their members also put in lots of hours annually at the Hanna Ranch Soccer field.

Opening day has become a big deal where they get over 600 people in attendance. They have combined opening day with photos and games in an “all in one” type of event, complete with food vendors. They are part of a Coaches Alliance, that promotes a positive atmosphere as well as hold several referee classes annually for those 14 and up. All of their refs are paid.

2. Nonprofit Group Presentation – Friends of Hercules Library  
Charlie Lucy presented for the Friends of the Hercules Library. The Friends of the Hercules Library (FOHL) formed in May of 2000, with the goal of contributing to the quality of life. To extend and enhance the Library Services.

Membership for the FOHL is open to everyone. There are currently over 200 active members. They hold 2 book sales annually, to help raise money for the Library. The next Book Sale is November 3 & 4. The money generated is to help the Library to build, as well as to help make special purchases. They raised \$24,000 in 2017, of which, half went to the purchase of new books, and the other half went towards enhancements in the Library. To date, the FOHL has raised more than \$250 thousand dollars.

FOHL regularly participates in the Clean Up day as well as the annual Tree Lighting, but has also participated in planning meetings for the Tree Lighting. This year they will also participate in the upcoming Trunk or Treat event.

## **XI. COMMISSION REPORTS AND ANNOUNCEMENTS**

### **XII. FUTURE AGENDA ITEMS**

1. Nonprofit Group Presentation – Boy Scouts
2. Nonprofit Group Presentation – Rotary Club of Hercules
3. Nonprofit Group Presentation – Chinese Association
4. Nonprofit Group Presentation – Senior Citizens Club of Hercules
5. Nonprofit Group Presentation – Community Gardens
6. Nonprofit Group Presentation – Hercules Education Foundation
7. Nonprofit Group Presentation – Hercules Lions Club

### **XIII. ADJOURNMENT**

Vice Chair Chen adjourned the meeting at 7:35pm.

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Dr. Evangelia R. Ward-Jackson

Attest

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Christopher Roke  
Parks & Recreation Director

The next Regular Meeting of the Commission will be held on \*Wednesday, November 7, 2018 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.

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'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.