

City of Hercules

111 Civic Drive
Hercules, CA 94547



Meeting Agenda

Monday, December 10, 2018

7:00 PM

NO SPECIAL WORKSHOP
REGULAR 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 - 6:30 P.M. - NO SPECIAL MEETING

II. WORKSHOP - N/A

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. [18-409](#) Parks and Recreation Monthly Report (November)

Attachments: [MONTHLY REPORT - PR - November 2018 - 20181209](#)

2. [18-410](#) Library Monthly Report - (December)

Attachments: [MONTHLY REPORT - Library - 20181210](#)

IX. CONSENT CALENDAR

1. [18-411](#) Meeting Minutes: November 7, 2018 Meeting

Attachments: [MINUTES-CLSC-November 2018 - 181107](#)

X. DISCUSSION AND/OR ACTION ITEMS

1. [18-412](#) **Nonprofit Group Renewals:**
 - a. Bayfront Chamber of Commerce
 - b. Boy Scouts Troop of America Troop 76
 - c. Chinese Association of Hercules
 - d. Friends of the Hercules Library
 - e. Friends of the Hercules Senior Center
 - f. Hercules Community Gardens Club
 - g. Hercules Library Foundation
 - h. Hercules Education Foundation
 - i. Hercules Historical Society
 - j. Hercules Lions Club
 - k. Hercules Senior Citizens Club
 - l. Hercules Sister City Association

- m. Rotary Club of Hercules
- n. West Contra Costa Youth Soccer League (WCCYSL)

XI. COMMISSIONER REPORTS AND ANNOUNCEMENTS

XII. FUTURE AGENDA ITEMS

1. [18-413](#) Annual Library Report

XIII. ADJOURNMENT

The next Regular Meeting of the Commission will be held on Monday, January 14, 2019 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: December 6, 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:



CITY OF HERCULES
PARKS & RECREATION MONTHLY REPORT
November 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 November 2018 the department brought in \$90,313.83 in revenue. Year to Date Revenue for Fiscal Year 2017-18 is \$647,551.24 (tracking consistent 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#19-10: New flooring has been scheduled.
 - DP#19-11: New chairs and tables for the Community Centers.
 - ✗ DP#19-11: New chairs for CSC & Sr Center – have been purchased.
 - DP#19-12: Hanna Kidz Center improvements.
 - DP#19-13: A new permanent stage for the Community Center.
 - ✗ DP#19-13: New stage has been framed out. Great progress to date.
 - ✓ DP#19-14: VFD's (variable frequency drives) for pool pumps installed - completed.
 - 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.
 - ✗ DP#19-15: New chairs for Library – purchased (arrival date 12/18/18).
 - ✓ 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, October and November. Renewal packets due 12/1, with approvals scheduled for the December CLSC meeting, scheduled for 12/9.



CITY OF HERCULES PARKS & RECREATION MONTHLY REPORT November 2018



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

Accomplishments/Items in Progress:

- The Holiday Tree Lighting event was a big success. Over 600 people attended the event at the Community Center.
- 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 ½ basketball court, benches, fencing, and landscaping still need to be finished. Weather permitting the project will be done in December.
- 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.

Breakfast Club	Enrollment	Space Available
Ohlone	13	0
Lupine	12	1
Hanna	13	0

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.



CITY OF HERCULES
PARKS & RECREATION MONTHLY REPORT
November 2018



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.

RAP	Enrollment	Space Available
Hanna - K-2 nd	27	1
Hanna - 3 rd -5 th	28	0
Lupine - TK-2 nd	28	0
Lupine - 3 rd -5 th	14	
Ohlone - K-2 nd	24	0
Ohlone - 3 rd -5 th	24	0

Status: In November 2018 Child Care programs brought in a total of \$40,242.27 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.
 - 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 5th graders. We moved the 5th 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 November 2018 Tiny Tot Programs brought in \$14,797.38 in revenue.

Preschool	Enrollment	Space Available
Lupine Pre-K	20	4
Hanna Jr-K	24	0
Hanna LL / Multi-Age	20	0
Hanna Jr-K	20	0

Accomplishments/Items in Progress:



CITY OF HERCULES
PARKS & RECREATION MONTHLY REPORT
November 2018



- 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 November 2018 Aquatics brought in \$7,817.25 in revenue.

Aquatics – November 2018 enrollment

Program	Enrollment
EBSD Swim Team	69

Accomplishments/Items in Progress:

- 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 November 2018 classes brought in \$3,088.03 in revenue.



CITY OF HERCULES
PARKS & RECREATION MONTHLY REPORT
November 2018



Classes – November 2018 enrollment

Camp/Class	Enrollment		Class/Class	Enrollment
Ed2go	3		Ballet	15
Karate	55		Oil Painting	8

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.

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 November the Senior Center brought in \$953.00 in revenue.

November: total Senior Center active memberships: 155 members

Program	Enrollment		Program	Enrollment
Advance Tai Chi	65		HICAP	3
Advice Nurse	10		Hula Dance	48
Bingo	121		Line Dancing	187
Blood Pressure	15		Low Impact Exercise	145
C.C. Café Lunch	589		Special Event/Day Trip	15
Card Club	23		Tai Chi	158
Chi Kong	85		Tap	39
Computer Lab	4		Wills & Trust	2
Fruit & Veggie Distribution	452		Yuen Ji & Dance	69



CITY OF HERCULES
PARKS & RECREATION MONTHLY REPORT
November 2018



Goodie Store	62		
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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 3rd 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 1st 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.

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 November 2018, Sports programs brought in \$3,247.65 in revenue.

Sports – November 2018 enrollment

Program	Enrollment
AOSL Basic Skills Clinic	12
AOSL Intermediate Skills Clinic	7
AOSL Elite Skills Clinic	2
Kidz Love Soccer	28
Skyhawks Sports	43

Accomplishments/Items in Progress:

- Ordered, received & installed (2) new wall mounted basketball units in the Gym.
- One of the portable basketball units broke and is unrepairable.
- Held several successful youth sports camps.

Project/Program: Teen/Youth



CITY OF HERCULES
PARKS & RECREATION MONTHLY REPORT
November 2018



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 November 2018, the Teen Center brought in \$7,249.40 in revenue.

Teens – November 2018 enrollment

Program	Enrollment
T.H.E. S.P.O.T.	23
Junior Staff in Training	6
Online Driver's Education	3

Accomplishments/Items in Progress:

- Started a brand new program called Junior Staff in Training this Fall. The Jr SIT program is designed for teens in the 9th through 12th 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 5th graders into Teen Dynamite Summer Camp. This increased the numbers and revenue for Teen Camp and the Teen program for the year.

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 November 2018, facility rentals brought in \$6,209.00 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.

Hercules Community and Library Services Commission
 Librarian Report
 DECEMBER 2018

REPORT ON PREVIOUS MONTH'S PROGRAMS:

Title	Date	Attendance
Builders Club	11/6/2018	12
Play Pals	11/7/2018	9
Play Pals	11/14/2018	6
Play Pals	11/21/2018	2
Play Pals	11/28/2018	13
Teen Advisory Group	11/5/2018	2
Baby Lapsit Storytime - Ages 0-24 months	11/1/2018	45
Baby Lapsit Storytime - Ages 0-24 months	11/8/2018	63
Baby Lapsit Storytime - Ages 0-24 months	11/15/2018	38
Baby Lapsit Storytime - Ages 0-24 months	11/29/2018	36
Toddler and Preschool Storytime	11/1/2018	53
Toddler and Preschool Storytime	11/8/2018	57
Toddler and Preschool Storytime	11/15/2018	67
Toddler and Preschool Storytime	11/29/2018	52
Meditation	11/1/2018	10
Meditation	11/8/2018	12
Meditation	11/15/2018	11
Meditation	11/29/2018	10
Uke and Me @ the Library	11/19/2018	4
Thanks for Playing: Board Games at the Library	11/19/2018	11
Thanks for Playing: Board Games at the Library	11/20/2018	17
Hercules Library Great Books Discussion Group	11/26/2018	2
Coloring Club!	11/24/2018	4
Happy Birthday Mickey!	11/15/2018	62
Brent and Yoda the Duck	11/13/2018	53
Computer Basics	11/6/2018	2
Computer Basics	11/13/2018	3
Computer Basics	11/20/2018	4
Computer Basics	11/27/2018	3
Hercules Library Knitting Group	11/3/2018	8
Hercules Library Knitting Group	11/10/2018	7
Hercules Library Knitting Group	11/24/2018	7
English Conversation Group	11/5/2018	0
English Conversation Group	11/19/2018	10
Drop-In Homework Help	11/7/2018	20
Drop-In Homework Help	11/14/2018	8
Drop-In Homework Help	11/28/2018	10

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Genealogy Workshop	11/5/2018	8
Diwali Celebration	11/10/2018	96
Family Storytime	11/6/2018	25
Family Storytime	11/20/2018	21
Family Storytime	11/27/2018	19
Chess Club	11/20/2018	9
	Total	
Total Programs: 43	Attendance	911

UPCOMING SPECIAL EVENTS:

Title	Date	Time	Description
Builders Club	12/4/2018	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.
Holiday Tree Decorating*	12/4/2018	6:00PM	Join us as we decorate our annual holiday tree! Make an ornament, eat some sweets, and listen to joyful holiday music! All materials will be provided. Fun for the whole family.
Sincerity Girls Ensemble	12/4/2018	7:00PM	Enjoy an evening of holiday music with our local harmonic ambassadors! Consisting of middle and high school students, The Sincerity Girls Ensemble has travelled the world—Italy, Portugal, Ireland, Spain, the Philippines and most recently, France—promoting music appreciation for over a decade. Come join us for an enchanting evening of both contemporary and classic holiday music by the Sincerity Girls Ensemble. Choirmaster: Bianca Griño Asst. Choirmaster: Belle Trinidad Music Director: Henry Torres
Computer Basics now meeting on Wednesday mornings	12/5/2018 12/12/2018 12/19/2018	10-11:30AM	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

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			<p>opportunity to practice skills and get additional help from our instructor.</p> <p>No registration required</p>
Drop in Homework Help	12/5/2018 12/12/2018	3:00PM-5:00PM	Teen volunteers help kids in grades K-5 with their homework!
Hercules High School Advanced Orchestra	12/8/2018	1:00PM	Members from the Hercules High School Advanced Orchestra will be performing in our library. Come enjoy the beautiful sounds of violins, cellos and other stringed instruments. Orchestra under the direction of music teacher Arleen Wong.
Patrick Landeza Hawaiian Slack Key Guitarist*	12/8/2018	1:30PM	Patrick Landeza is one of the top slack key guitarist around. He is a musical bridge between Hawaii and California playing traditionalist Hawaiian music with a Berkeley twist.
Hercules insider's Club	12/13/2018	10:00AM	<p>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. This month we will be making holiday decorations.</p>
Bath Bombs Away*	12/17/2018	4:00PM	<p>Drop on in for a fizin' good time!</p> <p>Mix and mold your very own aromatic and effervescent bath bombs. For ages 10 and up. Registration is required. Please visit, register online or call (510) 245-2420 to register.</p>
Uke and Me @the Library*	12/17/2018	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.

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			Please visit, register online or call (510) 245-2420 to register.
Magical Nathaniel*	12/18/2018	6:00PM	Be amazed, be wowed, enjoy the magic of Magical Nathaniel. This free program will mesmerize all ages. Brought to you by the Friends of the Hercules Library.
Hercules Library Coloring Club*	12/29/2018	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!
Noon (ish) Year's Eve Celebration*	12/31/2018	1:00PM-2:00PM	Join the Hercules Library for a special Noon(ish) Year's Eve Celebration to welcome 2019. Starting at 1 pm there will be fun crafts and activities all leading to a balloon drop at 2 pm. End of the year fun the whole family can stay awake for.

ANNOUNCEMENTS

All Contra Costa County Libraries will be closed on Monday December 24th and Tuesday December 25th for the Christmas Holiday.

All Contra Costa County Libraries will be closed by 5pm on Monday December 11st for New Year's Eve.

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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 7:00p.m

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

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

IV. PLEDGE OF ALLEGIANCE

V. INTRODUCTIONS/PRESENTATIONS
None

VI. AGENDA ADDITIONS/DELETIONS

1. Banner Program Discussion

MOTION: Commissioner Nguyen moved to table the banner program discussion for a future meeting. Commissioner Chen seconded the motion. Motion passed 3-0.

VII. PUBLIC COMMUNICATION
None

VIII. DIRECTOR REPORT

1. Library Monthly Reports (September and October)
2. Parks and Recreation Monthly Report (October)

IX. CONSENT CALENDAR

1. Minutes: October 8, 2018 Meeting

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

X. DISCUSSION AND/OR ACTION ITEMS

1. Nonprofit Group Presentation – Boy Scouts

Diego Andrade made the presentation for the Boy Scouts. Troup 76 currently has 12 scouts in the troop, and 3 are working on their Eagle projects. The troupe participated in the Costa Clean Up, presented flags for the Veterans on Memorial Day, Scouting for Food, the 4th of July, Clean up Day, the painting party at Ohlone Community Center, Trunk or Treat (where they won first place), the Holiday Tree Lighting event, Camp Wolfborrow, and more. They look forward to the upcoming Tree Lighting event in December and will continue to be present whenever possible for City events.

2. Nonprofit Group Presentation – Rotary Club of Hercules

Victoria Escalade, current President of Rotary of Hercules made the presentation. Rotary's big project this year was the rejuvenation of the Heritage Garden in front of City Hall. They raised more than 16 thousand dollars this year. They participated in the Kids Expo, The Citywide Clean up Day, Walk of Honor in Rodeo, and more.

Rotary also shared their video of the Heritage Garden and all the efforts throughout the project.

3. Nonprofit Group Presentation – Chinese Association

Gloria and James presented for the Chinese Association. The group participated in the Chinese New Year banquet, run Tai Chi (no impact) classes at the Senior Center, and provided 3 academic achievement awards. They participated in the Clean-up Day, the Annual Picnic, the Tree Lighting, the 4th of July Parade, and more. They hold an annual Christmas party at the Community Center. And members also volunteer at the library, the bookstore, and teach classes at the Sr. Center.

4. Nonprofit Group Presentation – Senior Citizens Club of Hercules

President Vicky Calub presented for the Sr. Citizen's Club. They teach classes at the Sr. Center (Line Dancing), held the Moana Lunch, etc. They also participate in the Clean-up day, the 4th of July event, the Tree Lighting (where they give away home made egg rolls), and provide a DJ for the Lion's Annual Holiday luncheon for Seniors.

They are a nonprofit, but also a social club. They participate in programs not only in Hercules, but also in San Leandro, San Pablo, Concord and Vallejo. They host a free Christmas Party, and make sure they lead monthly birthday celebrations.

5. Nonprofit Group Presentation – Community Gardens

Nita Sexton made presentation for the Community Gardens. She brought jam from the Lincoln Peach Tree, and heirloom fruit tree.

The Community Gardens held 4 classes this year on canning. This is the 10th year of the Garden. This year they spent time rebuilding many of the plots that were originally built with untreated wood. In addition, 2 new raised beds from an Eagle Scout project were built. Nita also wanted to thank the Girl Scouts that works in the Garden throughout the year. The Gardens also participated in Clean-up day and Tree Lighting.

6. Nonprofit Group Presentation – Hercules Education Foundation

Don Kuehne made the presentation for the Education Foundation. There are 4 other board members in HEF, including Sylvia Villa-Serrano, Sarah Creely, Robert Redlow and Dr. Ward-Jackson. HEF partners with other groups, they had a booth at the Kids Expo, and they participated in the Clean-up day, Trunk or Treat event, and the Tree Lighting event. In addition, HEF helped with financial support to the Golf Classic, the Bottles and Bites event, and the Health and Wellness Fiar/Run/Dogwalk. In total, HEF issued grants for 14 special projects in 2017-18.

7. Nonprofit Group Presentation – Hercules Lions Club

Gil Legarte president of the Hercules Lions Club, presented. The club has been in existence for over 100 years. 25 years in Hercules. In short, the Lions help the needy.

Here is a list of programs that the Lions participated in this year: Hosted annual Crab Feed that benefits local youth groups in the community. Made contributions to the Hercules Education Foundation, Boy Scout Troop 76, Kiwin Club at Hercules High School and St. Patrick Youth Group.

In addition, they participated at the annual Kids Expo, provided refreshments for the volunteers during the City Wide Community Clean-up Day (they were unable to participate as it fell on the same date as their annual Lion Project day), volunteered at the 4th of July event during the run and parade, participated at the Holiday Tree Lighting event providing Hot Chocolate, Coffee and Punch to the community, hosted the annual Senior Holiday event providing lunch, entertainment and dancing to about 300 senior citizens. There is no cost to the seniors attending. And they are the charter organization for Boy Scout Troop 76, that holds there meetings in the Senior Center on a regular basis.

8. Banner Program Discussion – Tabled for future meeting under Additions/Deletions

MOTION: Commissioner Nguyen moved to table the banner program discussion for a future meeting. Commissioner Chen seconded the motion. Motion passed 3-0.

9. 2019 Commission Calendar: November conflict / possible date change options...

MOTION: Commissioner Nguyen moved to approve the November 2019 Community and Library Services Commission meeting be scheduled for Wednesday, November 6, 2019. Commissioner Chen seconded the motion. Motion passed 3-0.

XI. COMMISSION REPORTS AND ANNOUNCEMENTS

XII. FUTURE AGENDA ITEMS

1. Nonprofit Group Renewals

XIII. ADJOURNMENT

Chair Ward-Jackson adjourned the meeting at 8:19pm.

Dr. Evangelia R. Ward-Jackson

Attest

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 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.