

**Community & Library Services Commission Minutes**  
June 11, 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 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**  
None

**VI. AGENDA ADDITIONS/DELETIONS**  
None

**VII. PUBLIC COMMUNICATION**

1. Rotary President, Holly Smyth, addressed the Commission regarding the possible creation of permanent poetry signage on the side of the existing City monument sign and other potential permanent or semi-permanent signage at the Heritage Garden on the existing light pole fixtures. The goal was to help identify the location of Heritage Garden to the community from the street and provide positive words within the space.

A rededication for the Hercules Heritage Garden was held on Sunday, June 3, 2018 with 90% of the work complete except for signage and bus bench. Ms. Smyth provided copies of the ribbon cutting program and briefly discussed signage ideas with the Commission per the handouts.

2. Vice Mayor, Dan Romero, addressed the Commission regarding the topic of the request by the Friends of the Senior Center for a fee waiver for the Breakfast with Santa event held in December at the Community Swim Center. He provided additional insight about the City's current policy on fee waivers, and supported staff with the assessment of the

stance on fee waivers. He brought up a time when fee waivers were being sought by the Nonprofit groups. The response was to be fair and equitable to all parties and this was codified through the Master Fee Schedule.

3. President of the Friends of the Senior Center, Paul Cardoropoli, addressed the Commission recognizing the Vice Mayor's position on fee waivers. Mr. Cardoropoli's reasons for the request were primarily to be able to continue to gift the Senior Center with money to run the facility. If the Friends of the Senior Center were to be granted the waiver, it would mean that the Friends could donate more money to the Senior Center.

#### **VIII. DIRECTOR REPORT**

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

#### **IX. CONSENT CALENDAR**

1. Minutes: May 14, 2018 Meeting

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

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

1. Follow up to the request from the Friends of Hercules Sr. Center for a request for fee waiver for their Breakfast with Santa event at the Community Swim Center.

At the May meeting Staff was directed by the Commission to hold follow up conversation with the City Manager regarding the City's current policy on fee waivers. Based on staff discussions with the City Manager and the City Attorney's office regarding the City's current policy on fee waivers, as well as additional research on the recent history of such requests, staff again made the recommendation to the Commission not to move forward with sending a fee waiver recommendation to the Council.

Staff cited the culmination of these discussions and the additional research revealed that there had been significant and extensive discussion by Council on this topic. The outcome from these discussions led to the Master Fee Schedule and Resolution 16-005 with a reduced rate for all City recognized nonprofit groups. Thus supporting Vice Mayor Romero's statement regarding the "fair and equitable" opportunity for all of the city recognized nonprofit groups. Further a unanimous vote from the Community and Library Services Commission was reached prior to the Resolution.

Commissioner Chen recused himself for the conversation.

**MOTION:** Commissioner Campbell-Miller moved to make a recommendation based on the information from staff to not forward the recommendation to go to Council to grant a one-time fee waiver to the Friends of the Senior Center for their Breakfast with Santa event at the

Community Swim Center. Commissioner Nguyen seconded the motion. Motion passed 3-0 with 1 recusal.

2. 2018 Commission Calendar.

The Commission confirmed there would be no meeting in the month of August.

**XI. COMMISSION REPORTS AND ANNOUNCEMENTS**

1. Chair Ward-Jackson commented on the tour of Ohlone and Foxboro Community Centers from the previous meeting. Commending staff for all the great work organizing the groups to come out and paint. Both facilities look so much better with a fresh coat of paint.
2. Vice Chair Chen also commented on the tour. He mentioned that this is a great template for volunteers to get their hours in and help make the facilities better for the community.

**XII. FUTURE AGENDA ITEMS**

1. Workshop for the support of the effort of the Heritage Garden

**XIII. ADJOURNMENT**

7:56pm