



# City of Hercules

111 Civic Drive  
Hercules, CA 94547

## Meeting Minutes

### City Council

*Mayor Dan Romero*  
*Vice Mayor Dion Bailey*  
*Council Member Alex Walker-Griffin*  
*Council Member Chris Kelley*  
*Council Member Tiffany Grimsley*

*Dante Hall, City Manager*  
*Patrick Tang, City Attorney*  
*Eibeleis Melendez, City Clerk*

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Tuesday, March 12, 2024

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#### **SPECIAL MEETING - 6:30 P.M., REGULAR MEETING - 7:00 P.M.**

**In-Person in Council Chambers or To Watch or Listen only:**

**Zoom ID: 889 8503 5080 Zoom Passcode: 63813**

#### **I. CLOSED SESSION – CALL TO ORDER - ROLL CALL - NONE**

NONE

#### **II. PUBLIC COMMUNICATION - CLOSED SESSION ITEMS - NONE**

NONE

#### **III. CONVENE INTO CLOSED SESSION**

**The Hercules City Council will meet in Closed Session regarding the following:**

**NO CLOSED SESSION**

NONE

#### **IV. SPECIAL MEETING – CONVENE TO OPEN SESSION - ROLL CALL - 6:30 P.M.**

**Present:** 4 - Council Member C. Kelley, Council Member T. Grimsley, Council Member A. Walker-Griffin, and Mayor D. Romero

**Absent:** 1 - Vice Mayor D. Bailey

#### **V. REPORT ON ACTION TAKEN IN CLOSED SESSION- NO CLOSED SESSION**

NONE

#### **VI. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was lead by Council Member Grimsley.

**VII. MOMENT OF SILENCE**

NONE

**VIII. INTRODUCTIONS/PRESENTATIONS/COMMISSION REPORTS****Recognizing Hercules High School Students Black History Month Poetry****Recognizing Lupine Elementary School Spelling Bee Finalist****Herculean Mile Awards Program Winners**

Mayor Romero introduced the students from Hercules High School. Elijah Johnson and Genesis Johnson recited their original poetry that they wrote for Black History Month. Council provided comment. Pictures were taken. The recognition of the Lupine Elementary School Spelling Bee Finalist and the Herculean Mile Awards winners were postponed to another meeting.

**IX. AGENDA ADDITIONS/DELETIONS**

NONE

**X. PUBLIC COMMUNICATIONS**

NONE

This time is reserved for members of the public to address issues not included in the agenda. In accordance with the Brown Act, Council will refer to staff any matters brought before them at this time, and those matters may be placed on a future agenda.

Individuals wishing to address the City Council are asked to complete a form indicating the name and address of the speaker and the general topic to be addressed. Speakers must make their comments from the podium and will be allowed 3 minutes to discuss their concerns. All public comments are recorded and become part of the public record. A limit of 30 minutes will be devoted to taking public comment at this point in the agenda. If any speakers remain at the conclusion of the initial 30 minute period, time will be reserved at the conclusion of the meeting to take the remaining comments.

**XI. PUBLIC HEARINGS**

NONE

**XII. CONSENT CALENDAR**

**MOTION: A motion was made by Council Member Kelley, seconded by Council Member Walker-Griffin, to adopt the Consent Calendar. The motion carried by the following vote:**

**Aye:** 4 - Council Member C. Kelley, Council Member T. Grimsley, Council Member A. Walker-Griffin, and Mayor D. Romero

**Absent:** 1 - Vice Mayor D. Bailey

1. [22-793](#) Meeting Minutes for the Regular Meeting of February 27, 2024

**Attachments:** [Meeting Minutes for the Regular Meeting of February 27, 2024](#)

APPROVED

2. [22-794](#) 2023 Annual Housing Element Progress Report and 2023 Annual General Plan Progress Report  
RECOMMENDATION:  
Accept and direct staff to submit the following to the California Department of Housing and Community Development (HCD) and the Governor's Office of Planning and Research (OPR) via minute action:  
1. The 2023 Annual Housing Element Progress Report (Attachment 1)  
2. The 2023 Annual General Plan Progress Report (Attachment 2)

**Attachments:** [Staff Report - 2023 GP and Housing Element Annual Reports](#)

[Attach 1 - Housing Element Annual Progress Report 2023](#)

[Attach 2 - General Plan APR 2023](#)

APPROVED

3. [22-795](#) Resolution Approving the Continuance of an Annual Parcel Assessment to be Adopted by the County Flood Control District for the Contra Costa Clean Water Program for FY 24-25  
RECOMMENDATION:  
City Council adopt a resolution approving the continuance of the parcel assessment rate of \$35.00 per Equivalent Runoff Unit (ERU) for FY 2024-2025 and requesting the Contra Costa County Flood Control and Water Conservation District adopt this annual parcel assessment for drainage maintenance and the National Pollution Discharge Elimination System (NPDES) Program.

**Attachments:** [Staff Report - FY 23-24 Annual Stormwater Assessment](#)

[Attach 1 - Resolution - 2024-2025 Annual Stormwater Assessment](#)

[Attach 2 - Request to MC for ERU Resolutions](#)

[Attach 3 - Clean Water Program Cost Allocation By City](#)

RESOLUTION 24-017 APPROVED.

### XIII. DISCUSSION AND/OR ACTION ITEMS

1. [22-796](#) Acceptance of the FY 22-23 Annual Comprehensive Financial Report and other regulatory financial reports.

**RECOMMENDATION:**

Receive the Fiscal Year (FY) 22-23 Annual Comprehensive Financial Report (ACFR) and Accept the Audited Financial Statements.

**Attachments:** [Staff Report - FY 22-23 Annual Audit](#)

[Attach 1 - 2023 - City of Hercules - ACFR - Final Report](#)

[Attach 2 - 2023 - City of Hercules - Wastewater Fund - Final Report](#)

[Attach 3 - 2023 - City of Hercules - Measure B - Final Report](#)

[Attach 4 - 2023 - City of Hercules - Measure N - Final Report](#)

[Attach 5 - 2024 Hercules Cit of GANN FINAL Report](#)

[Presentation](#)

City Manager, Dante Hall, introduced the item. Finance Director, Edwin Gato, and Sohphia Kuo, from the Pun Group, presented the item. Council members asked questions and provided comment. Director Gato and Public Works Director, Mike Roberts, provided a response. No public comment. This was an informational item. No action was taken on this item.

2. [22-799](#) Memorandum of Understanding with Recyclemore Regarding the Implementation of SB1383 Requirements  
**RECOMMENDATION:**  
Adopt a resolution approving a Memorandum of Understanding (MOU) between West Contra Costa Integrated Waste Management Authority (Recyclemore) and the City of Hercules regarding implementation of SB 1383 regulatory requirements

**Attachments:** [Staff Report - Hercules MOU](#)

[Attach 1 - Resolution - SB 1383 MOU](#)

[Attach 2 - SB 1383 Hercules MOU](#)

[Attach 3 - SB1383 Work Plan Final](#)

City Manager, Dante Hall, introduced the item. Public Works Director, Mike Roberts, Executive Director of RecycleMore, Peter Holtzclaw and Rose Radford of R3 presented. Council Members asked questions and provided comment. No public comment. Action was taken on this item.

**MOTION: A motion was made by Council Member Kelley, seconded by Council Member Grimsley, to adopt Resolution 24-018. The motion carried by the following vote:**

**Aye:** 4 - Council Member C. Kelley, Council Member T. Grimsley, Council Member A. Walker-Griffin, and Mayor D. Romero

**Absent:** 1 - Vice Mayor D. Bailey

3. [22-800](#) Consideration of Establishing a City-Sponsored Event Policy  
**RECOMMENDATION:**  
 Approve a resolution establishing a policy for City-sponsored events that allows the City Manager to fully or partially waive permit fees as an in-kind contribution to community events that the City co-sponsors with City-recognized nonprofit groups.

**Attachments:** [Staff Report - City-Sponsored Event Policy](#)

[Attach 1 - Resolution Adopting City-Sponsored Event Policy](#)

[Attach 2 - City-Sponsored Event Policy](#)

[Attach 3 - City Recognized Nonprofit Groups](#)

Community Development Director, Tim Rood, introduced and presented the item. Council Members asked questions and provided comment. Director Rood, Parks and Recreation Director, Christopher Roke, and City Manager, Dante Hall, provided a response. No public comment. Action was taken on this item.

**MOTION: A motion was made by Council Member Grimsley, seconded by Council Member Walker-Griffin, to adopt Resolution 24-019. The motion carried by the following vote:**

**Aye:** 4 - Council Member C. Kelley, Council Member T. Grimsley, Council Member A. Walker-Griffin, and Mayor D. Romero

**Absent:** 1 - Vice Mayor D. Bailey

#### **XIV. PUBLIC COMMUNICATIONS**

NONE

This time is reserved for members of the public who were unavailable to attend the Public Communications period during Section X of the meeting, or were unable to speak due to lack of time. The public speaker requirements specified in Section X of this Agenda apply to this Section.

#### **XV. CITY COUNCIL/CITY MANAGER/CITY ATTORNEY ANNOUNCEMENTS, COMMITTEE, SUB-COMMITTEE AND INTERGOVERNMENTAL COMMITTEE REPORTS AND FUTURE AGENDA ITEMS**

**This is the time for brief announcements on issues of interest to the community. In accordance with the provisions of the Brown Act, matters which do not appear on this agenda but require City Council discussion may be either (a) referred to staff or other resources for factual information or (b) placed on a future meeting agenda.**

1. Regional Committee
2. City Council Committees and Subcommittees
3. Commission Liaisons

City Manager, Dante Hall, and City Attorney, Patrick Tang, had no

announcements.

### 1. Regional Committee

Council Member Kelley, Council Member Walker-Griffin and Mayor Romero reported out on the March Contra Costa Mayors Conference.

### 2. City Council Committees and Subcommittees

No reports were provided

### 3. Commission Liaisons

No reports were provided

### Community Events-

Council Members reported out on events they attended throughout the City and County

### Future Agenda Items Requests-

Council Member Grimsley requested a future discussion about having a community composting and recycling event. Council Members unanimously agreed to bring it back for discussion at a future City Council meeting.

Mayor Romero requested that the recognition of the Hercules High School Students that participated in the Black Student Union Poetry event, be invited back annually and added to the agenda for the first meeting in March.

## XVI. ADJOURNMENT

Mayor Romero adjourned the meeting at 7:55 P.M.

DocuSigned by:

Dan Romero

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Dan Romero, Mayor

Attest:



Eibleis Melendez, City Clerk