

Department/Division:
Project/Program:
Project/Program Lead:

City Manager
Utility Users Tax Measure
Steve Duran

Project/Program Description: : Due to a projected \$1.2 million structural deficit in the City's general fund, Lew Edwards & Associates was engaged to assist with a ballot measure to update and increase the City's Utility Users Tax (UUT). The measure, which would add 2% to the City's UUT for five years, will be placed on the June 4, 2013 ballot for voter consideration so that we will know what our 2013-2014 funding will be before approval of the budget in late June. Without the approximately \$1.0 million of additional annual revenue, the City will be forced to make devastating cuts to the Hercules Police Department or contract police services to the County. Other community services would also have to be cut. The City Council unanimously approved putting an update of our current Utility Users Tax, with a 2% increase for five years, on the ballot for consideration by Hercules voters. A Special Elections will be held on June 4, 2013 and the measure will read as follows:

City of Hercules Fiscal Accountability/Services Protection Measure. To restore Hercules to financial stability, enhance fiscal accountability, maintain local Police Services, and prevent drastic cuts to neighborhood police officers, youth/senior programs, and other City services, shall Hercules modernize the existing utility users' tax with equal treatment of taxpayers regardless of technology used, increase the rate by 2% for 5 years, maintain current low-income exemptions, with citizens' oversight, independent audits, and local control of revenues?.

Status: Staff has provided information on the ballot measure on the City web site and through "Frequently Asked Questions" flyers. The public can also get information on Measure A by calling the City at 799-8200 or e-mailing the City Manager at sduran@ci.hercules.ca.us. Also, if any group would like to have someone answer questions, they can call or e-mail the City Manager.

Next Steps:

- Continue to provide information to the public.

Department/Division:
Project/Program:
Project/Program Lead:

City Manager and City Attorney
Redevelopment Agency Bond Default
Steve Duran/Patrick Tang

Project/Program Description: The Hercules Redevelopment Agency, which as of February 1, 2012 no longer exists, went into technical default on its February 1 bond payment. The bond holders were paid because they are protected by bond insurance from which bond payments may also be drawn. The basic problem was that the Agency had no money and its fund balance was negative, so the City decided to pay back the pooled cash that subsidized the Agency's August bond payment because the City's pooled cash can simply no longer afford to subsidize the Redevelopment Agency. The Redevelopment Agency bond insurer, Ambac, filed suit in Superior Court to force the City to immediately turn over \$4.1 million to the Redevelopment Agency bond trustee and attach certain real property as security. The parties reached a settlement and a stipulation in March, which was approved by and is being overseen by the court and requires that the City sell certain real property assets, known as Parcel C and Victoria Crescent. This outcome will keep the City from having to consider pre-bankruptcy mediation and a potential Chapter 9 bankruptcy protection filing.

Status: State Assembly Bill AB 1484 is creating additional bureaucratic obstacles to completing these transactions. Ambac and the City have extended the performance date on the stipulation and are negotiating an amended stipulation to provide for the requirements of AB 1484. Staff and Ambac are scheduled to meet with the Department of Finance staff in Sacramento on April 15 to discuss this and other matters to request that the DOF expedite approvals of property sales to meet the requirements of the court approved stipulation that former Redevelopment Agency properties are sold expeditiously.

Next Steps:

- Continue to implement the court ordered settlement agreement.
- Meet with DOF on April 15.
- Negotiate amendment of the court approved stipulation.

Department/Division:

City Manager

Project/Program:

Redevelopment Agency Dissolution

Project/Program Lead:

Steve Duran/Nickie Mastay

Project/Program Description: The Hercules Redevelopment Agency, along with all redevelopment agencies in the state of California, was legally dissolved as of February 1, 2012. The City Council had the choice to be the Successor Agency for Housing and/or Non-Housing (affordable housing) assets and decided to become the Successor Agency for Non-Housing assets only. The Redevelopment Agency's non-housing funds and assets are, therefore, to be turned over to the City as Successor Agency for Non-Housing Assets and City staff is charged with administering those assets and disposing of them to help pay off debts of the former Agency and return revenues to the local government entities that receive property taxes. The City chose to be the Successor Agency to the non-housing portion of the dissolving Redevelopment Agency in order to ensure effective follow through with existing contractual obligations of the Agency, to complete ongoing negotiations to minimize Agency obligations and liabilities, to ensure that development of sites will be expedited and thus mitigate economic damages to the City and other taxing agencies, to and create jobs and amenities for the community, and to increase the City's tax base expeditiously..

The Redevelopment Agency's affordable housing assets, other than its existing housing fund balance, is to be turned over to a successor housing agency (the "Successor Housing Agency") to continue performing affordable housing activities. The former Redevelopment Agency's affordable housing fund balance will be used to repay existing housing fund debts and/or remitted to the County Auditor-Controller for distribution to the Taxing Entities. The City chose not to be the Successor Agency for Housing assets and a Successor Housing Agency has not been finally determined.

Status: The transfer of former Redevelopment Agency non-housing assets to the "City as Successor Agency" in accordance with a directive from the State Controller was completed in January. This will help move the sales forward, as title companies have been asking that this transfer occur. The City as Successor Agency is developing a property management plan that sets forth the proposed use of all former Redevelopment Agency properties. Uses could include sale, lease, or civic uses. Most of the asset listed will ultimately be transferred to the City for civic purposes, as that is their current purpose. Sycamore Crossing, Parcel C and Victoria Crescent are being sold. As far as the Yellow Freight site is concerned, this property was sold and closed escrow in January or 2012. The sales proceeds of approximately \$1,200,000 went to pay back the City for advances to the Agency for bond payments. It appears that the California Department of Housing and Community Development will become the Successor Agency for Housing Assets.

Next Steps:

- Complete asset certification.
- Complete property management plan.

Division:

Finance

Project / Program:

Budget and Quarterly Variance Reporting

Project / Program Lead:

Nickie Mastay

Project / Program Description: The budget for FY2012-13 was passed on June 26, 2012 and staff will be making quarterly variance reports until the presentation of the FY2013-14 budget, which must be passed by June 30, 2013.

Status: The City Council Finance Committee, Citizens Finance Advisory Committee and the Measure O Oversight Board met on Thursday to review the 2012-2013 third quarter variance report, year-end projections and first rough budget numbers for 2013-2014. The good news is that expenses are trending under budget. The bad news is that revenues are also trending under budget, resulting in a net projected budget deficit of about \$192,500. Staff believes that the final 2012-2013 numbers will be very close to budget after we get updated sales tax numbers from Muni-services and unfilled staff vacancies carry through year end. The biggest actual versus budgeted revenue shortfalls are in Parks & Recreation revenues and property tax revenues. Next year's budget depends on how Measure A fares at the ballot box. If it passes, there will still need to be a little trimming, but staff believes we can maintain the status quo in terms of service levels. If it does not pass, over \$1 million in expense cuts will be necessary, severely reducing services and likely causing the City to have to contract with the County for police services.

The joint committees have scheduled budget review meetings for April 29 and June 2, 2013.

Next Steps:

- Complete first draft of FY2013-14 budget.
- Review draft budget with joint finance committees.
- Review draft budget with City Council.
- Complete final draft budget.
- Final budget review with joint finance committees.
- Final budget review with City Council.
- City Council approval of budget.

Division:

Finance

Project / Program:

Department of Transportation Pre Award Audit

Project / Program Lead:

Nickie Mastay

Project / Program Description: The Department of Transportation conducted a pre award audit prior to funding for the ITC Bayfront Project to determine if the City's financial management system is adequate to accumulate and segregate reasonable, allowable and allocable project costs.

Status: The auditor was on site June 5, 2012 and June 6, 2012. It was determined that the City's financial system is adequate to accumulate and segregate reasonable, allowable and allocable project costs. There were three findings. Staff is working on clearing the findings.

Next Steps:

- The City will continue to clear the following findings:
Finding 1 – Job Cost System. Implement electronic timesheet to projects and assign project numbers in the financial system.
Status: This item was presented to Caltrans in the Corrective Action Plan submittal 12/19/12.
Finding 2 – City's Purchasing Guidelines. The City will enhance current purchasing guidelines by including the standards set for by 49 CFR, Part 18 and the Local Assistance Procedures Manual.
Finding 3 – City's Record Retention. The City will enhance current record retention by making agreement and program supplement materials available at all reasonable times during the entire project period and for three years from the date of final payment to administering agency under any program supplement.

Division: Finance
Project / Program: State Controller's Office Audits and Reviews
Project / Program Lead: Nickie Mastay

Project / Program Description: The State Controller's Office has performed an audit of the Special Gas Tax and Street Improvement Fund; a review of State and Federal Expenditures; a review of Administrative and Internal Accounting Controls; and a review of the Redevelopment Agency.

Status: The City of Hercules received the final reports in May 2012 and September 2012. Staff met with the Finance Subcommittee and Ad Hoc Citizens Advisory Finance Committee on May 24, 2012 and September 27, 2012 to discuss the findings.

Next Steps:

- First priority is to have audited financial statement for FY2010-11 and FY2011-12.
- Start clearing findings from all of the State Controllers reviews.

Division: Finance
Project / Program: IRS-RDA 2007Bond Review
Project / Program Lead: Nickie Mastay

Project / Program Description: The IRS conducted a review of the RDA 2007Bond.

Status: The IRS was on site from July 23, 2012 through July 26, 2012. The IRS was supplied with all draw down requests, bank statements and reconciliations, and other requested documentation for the RDA 2007Bond. The IRS returned for another on site visit the week of October 22, 2012 through October 25, 2012. At this meeting staff gathered requested invoice backup for 2007 Bond draw downs.

Next Steps:

- City staff is awaiting a formal open items request list from the IRS. Upon receipt of this request, staff will gather and submit the requested information to the IRS.

Division: Finance
Project / Program: Audit for FY ending June 30, 2011
Project / Program Lead: Nickie Mastay

Project / Program Description: The goal is to have audited financial statements for fiscal year ended June 30, 2011 as soon as possible.

Status: Gallina LPP was at the City of Hercules on September 26 and September 27, 2012 to perform interim audit field work for FY2010-11. Gallina LLP performed on site audit work the week of November 5, 2012 through November 9, 2012. The result of the onsite audit was an extensive list of open items that need to be provided to Gallina LLP. Due to the size of the open items list, the goal of completion of the audit is now scheduled for April 2013.

Next Steps:

- City staff is gathering all information for the open items.
- Complete FY 2010-11 audit as soon as possible.
- Begin FY 2011-12 audit.

Division: Finance
Project / Program: Updated Financials for FY2011-12
Project / Program Lead: Nickie Mastay

Project / Program Description: The goal is to have updated financial information for FY2011-12 as soon as possible.

Status: Cash needs to be reconciled from October 2011 to present. Any and all journal entries related to the reconciliation need to be prepared and posted. After each month of reconciliation, the financial system has to be properly closed and reconciliation verified.

Next Steps:

- Reconcile all cash from October 2011 to present.
- Properly close the financial system each month with reconciliation verified.

Division: Finance
Project / Program: RDA/Successor Agency Asset Transfer Review
Project / Program Lead: Nickie Mastay

Project / Program Description: The State of California State Controller's Office is performing an Asset Transfer Review of the former Redevelopment Agency. The State Controller's Office will be reviewing all Non-Housing and Housing Asset Transfers made after January 1, 2011.

Status: The auditors were on site August 6, 2012 through August 23, 2012. The final report for the RDA/Successor Agency Asset Transfer Review was completed November 2012. There were three findings. Staff is working on clearing the findings.

Next Steps:

- The City will continue to clear the following findings:
Finding 1 – Unallowable asset transfers to the City of Hercules
Finding 2 – The RDA failed to transfer assets (housing assets) to the Successor Agency

Department/Division:

Municipal Services

Project/Program:

Facility Maintenance Identification Program

Project/Program Lead:

John J. McGuire

Project/Program Description: Staff will be conducting safety and maintenance assessments of all city-owned facilities that can affect the public or staff. Once a comprehensive list of all maintenance and safety issues for each facility is completed staff will prioritize it based on exposure to litigation and the city's ability to fund or repair them. Once we establish the lists for each facility we will then begin monthly inspections and follow ups that should allow us to notice problems that arise before they become an issue. The key to protecting the city from liability claims is sound record keeping, regular maintenance records, and repairing what is reasonable and readily achievable.

Status: Staff has identified various items that need to be addressed in the coming fiscal year including:

1. Replacement of the rebound wall at the Tennis Facility. When staff went to repair the wall it was determined that it needs to be replaced. Staff has taped the wall area off with caution tape due to its condition and is looking at two options; replacing the wall with another wooden wall or replacing the wall with a cinder block wall. Bids will be requested so that we can determine the best value.
2. Staff is collecting bids for carpet cleaning at the Hercules Library.
3. Lighting repaired on the Grand Staircase in Victoria by the Bay.
4. A portion of the concrete wall near the dam in Refugio Valley Park is failing and will need repair. Requests for proposals will be sent out for the work.
5. A report that was done previously identifying trees that need to be trimmed or removed in Refugio Valley Park including the tennis courts. Staff has requested bids for the tree work and will begin work before fall.

Next Steps:

- Continue to develop a list of all City owned properties and identify the staff person responsible for the facility.
- Inspect the facilities with the employee responsible for the maintenance, the Operations Manager, and the Municipal Services Director.
- Develop a comprehensive list of maintenance and safety issues to be addressed and prioritize it.
- Begin implementation of the work plan as dictated by the list based on ease of completion, cost, liability, and staffing levels.

Department/Division:

Municipal Services

Project/Program:

Contra Costa Clean Water Program

Project/Program Lead:

John J. McGuire

Project/Program Description: This program was developed with 19 other cities to create the Contra Costa Clean Water Program. It is an on-going program designed to meet the requirements of NPDES Permit Number CAS612008 issued by the California Regional Water Quality Control Board, San Francisco Bay Region. The program is designed to address storm water run-off from existing streets and facilities within the City and to address new construction activities that could cause pollutants to drain into our creeks and eventually the bay. There are many timelines that must be adhered to. The City could face penalties for failure to comply with these requirements and therefore it is important that staff stay engaged on a regular basis.

Status: The Annual Report was filed on time. Staff has collected data for Trash Reduction Calculations and submitted it to the Board for review. Staff has completed the Trash Load Baseline requirement due in February of 2012. We will now have to reduce trash loads from that base line by 40% in 2014, 70% by 2017, and 100% by 2022. Staff continues to attend monthly Management and Municipal Operation Committee Meetings.

Next Steps:

- Continued attendance at meetings by assigned staff.
- Collection of data for next Annual Report.
- Continued monitoring for compliance throughout the City.

Department/Division:

Municipal Services

Project/Program:

Pinole/Hercules Water Pollution Control Plant Upgrades

Project/Program Lead:

John J. McGuire

Project/Program Description: The Pinole/Hercules Water Pollution Control Plant (WPCP) is owned and operated by the City of Pinole under a joint use agreement with the City of Hercules, and operates under Order No. R2-2007-0024 and National Pollution Discharge Elimination System Permit No. CA0037796.

Wastewater treated at the Pinole/Hercules WPCP is currently discharged at two locations:

1. Deep Water Outfall: The effluent pumping station at the WPCP pumps treated effluent flows up to 10.5 million gallons per day (mgd) through the 24-inch-diameter land outfall pipe to Rodeo Sanitary District's WPCP, where treated effluent from the two facilities is mixed and discharged to San Pablo Bay.
2. Shallow Water Outfall: Flows in excess of 10.5 mgd pass through the shallow water outfall and into San Pablo Bay, near the Pinole/Hercules WPCP.

The Regional Water Quality Control Board (RWQCB) has mandated corrective measures be taken to increase dry and wet weather treatment capacity, eliminate blending of partially-treated wastewater transported to the deep water outfall, and to cease use of the shallow water outfall by June, 2016. In order to satisfy the new requirements, upgrades to the existing facilities will be required including; a new metering vault, a new head works facility, conversion of the existing aeration basins to four, single-pass tanks, and expansion of each tank by 85 feet, addition of two new blowers, addition of three new secondary clarifiers, addition of two new sludge pumps, a new electrical building, and more.

Status: Pre-engineering has been completed and a Request for Proposals went out for phase two final engineering. A non-mandatory meeting was held on Tuesday April 9, 2013 to answer questions for bidders. Three construction management firms, one engineering firm and one staff member from Percwater.

Next Steps:

- Establish a selection committee to review proposals comprised of: Keith Freeman, Project Manager - City of Pinole; John McGuire, Municipal Services Director-City of Hercules; and 3-5 engineers currently practicing in the wastewater industry.
- June 2013 – begin Water Pollution Control Plant engineering based on previous pre-design work and create documents for construction.
- June 2014 – begin construction.
- November 2016 – complete construction.
- June 2017 – bring improvements on-line.

Department/Division:

Municipal Services

Project/Program:

Chelsea Wetlands Restoration Project

Project/Program Lead:

John J. McGuire

Project/Program Description: The project will restore the Chelsea Wetlands to its original undisturbed condition and provide for additional storage capacity for winter rain. Over the past century the wetland was used for disposal of various types of debris by both the City of Hercules and the City of Pinole. The project will remove approximately four feet from the bottom of the wetland to provide extra storage capacity. At the same time two five foot culvert pipes will be added to allow the wetlands to experience tidal flows. In addition, water run-off will be redirected from a natural drainage channel to a man-made tidal channel approximately 1435 feet in length and connecting to an area that receives run-off from a new overflow weir on the southwest end of the restoration.

Status: The California Natural Resource Department revoked a grant for this project in June. However, staff was able to find a replacement grant recipient and has successfully negotiated to have Ducks Unlimited take on the project. All documents have been negotiated and signed by the City, so Ducks Unlimited will receive the grant and manage the wetlands restoration. The City will be responsible for ongoing maintenance after project completion.

Conditions for development and construction of the project need to be transferred to Ducks Unlimited. The existing twenty-five year Operations and Maintenance (O&M) of the Project site will remain with the City. The O&M agreement for the Project site will be in the form of a Site Specific Agreement (SSA) between the City and Ducks Unlimited. The SSA will allow Ducks Unlimited to acquire the NRA grant to complete the Project. Within the SSA, Staff also included provisions to allow the City to have input into the development of the final design as well as requirements for approval prior any construction activities.

Next Steps:

- Operations and Maintenance Agreement.
- Set up system for invoices.
- Request for Proposals on phase two Cultural analysis for plants and species.
- Analysis of Environmentally Sensitive Areas (ESA).
- Request for Proposals on complete construction package.

Department/Division:

Project/Program:

Project/Program Lead:

Municipal Services
Animal Control Services
John J. McGuire

Project/Program Description: Contra Costa County provides animal control services for the City of Hercules. Each month a report is provided showing the number of calls received by activity type and the number of calls/contacts/and/or actions related to activities. Also included is the number of live and dead animals that were handled.

Status: Number of activities by activity type:

Assist police	1
Deceased dogs and cats	1
Deceased – wildlife	2
Investigations – inhumane	0
Investigations – noise	0
Investigations – Ordinance	2
Investigations – rabies (human exposure)	3
Stray animals- dogs and cats	7
Stray animals – other	1
<u>Telephone calls (not resulting in activity)</u>	<u>26</u>
Total	43

Number of calls/contacts/actions related to activities:

Assist police	4
Deceased dogs and cats	1
Deceased – wildlife	5
Investigations – inhumane	0
Investigations – noise	0
Investigations – Ordinance	13
Investigations – rabies (human exposure)	16
Stray animals- dogs and cats	8
Stray animals – other	3
<u>Telephone calls (not resulting in activity)</u>	<u>26</u>
Total	76

Dead animals handled:

Cat	0
Dog	0
Other	4
<u>Total</u>	<u>4</u>

Live animals handled:

Cat	5
Dog	9
Other	4
<u>Total</u>	<u>18</u>

Next Steps:

- Continue to monitor animal control activities.

Department/Division: Planning/Advanced
Project/Program: Housing Element
Project/Program Lead: Robert Reber

Project/Program Description: Every jurisdiction in California must have a General Plan, which serves as a “constitution” for development in that jurisdiction. The General Plan is a long-range planning document that describes goals, policies, and programs to guide development decision making. One element of the General Plan is the Housing Element. State law specifies what the Housing Element must contain: An assessment of housing needs and an inventory of resources and constraints relevant to meeting these needs; a statement of the community’s goals, quantified objectives, and policies relative to the maintenance, preservation, improvement, and development of housing; and a program which sets forth a five-year schedule of actions to implement the policies and achieve the goals and objectives. Most importantly, the Housing Element must: Identify adequate sites with appropriate zoning densities and infrastructure to meet the community’s need for housing (including its need for low- and very-low-income households, mobile homes, farm-worker housing, and homeless shelters); and address and, where appropriate and legally possible, remove governmental constraints to housing development.

Status: In December 2012, staff finished revising the prior draft Housing Element update from 2010 to reflect policy and development changes that have occurred over the past two years (e.g., previous estimates of affordable housing units, the dissolution of redevelopment as a source of affordable housing funding, and the suspension of the City’s inclusionary housing requirement). Although no City action was required prior to resubmitting the Housing Element to the California Department of Housing & Community Development (HCD), staff presented the Housing Element to the Planning Commission at its regular meeting on Dec. 3 and to the City Council at its Dec. 11 meeting. Staff incorporated comments by the City Council into the revised Housing Element before resubmitting the Housing Element on December 18 to HCD. On February 14, HCD sent City staff a letter stating that the revised Housing Element will comply with State housing element law (Article 10.6 of the Government Code), once the revisions are adopted by the City and submitted to HCD, pursuant to Government Code Section 65585(g).

Next Steps:

- As required under the California Environmental Quality Act (CEQA), City staff and consultants to the City are finishing an initial study of the potential impacts of the revised Housing Element.
- Staff anticipates releasing the initial study in mid or late April for a 30-day public comment period.
- Staff will schedule Planning Commission and City Council hearings to consider adopting the revised Housing Element, along with zoning ordinance amendments to comply with State requirements. Having a current certified Housing Element will ensure the City’s eligibility to apply for certain grant funding opportunities.

Department/Division: Planning/Advanced
Project/Program: Hill Town
Project/Program Lead: Robert Reber

Project / Program Description: The Hilltown property is a 44-acre parcel located on the east side of San Pablo Avenue, north of Hwy 4/John Muir Parkway. The property is owned by Santa Clara Valley Housing Group (SCVHG). In 2007 the Planning Commission approved an Initial Planned Development Plan (IPDP) for the site that included 640 multi-family residential units and approximately 4,000 square feet of commercial space. The City subsequently evaluated the proposed IPDP land uses in the Environmental Impact Report done for the 2009 Updated Redevelopment Plan; the City also rezoned the property from Industrial to Planned Commercial–Residential.

Status: SCVHG approached the City in the fall of 2012 about developing the site at a significantly reduced scale than in the IPDP previously approved by the Planning Commission in 2007. The revised proposal would include approximately 200 single family residential units, substantially less than the 640 units proposed in the prior IPDP. Staff recommended that SCVHG hold a community workshop/town hall meeting to discuss with adjacent residents and the community at large the property’s opportunities & constraints and project concepts & concerns.

Next Steps:

- Once SCVHG indicates it would like to proceed with the workshop and a date is determined, staff will ensure ample public notification and advertising is done to promote the community workshop and to include as many members of the community as possible.

Department/Division: Planning/Advanced
Project/Program: Planning Fees Project
Project/Program Lead: Robert Reber

Project / Program Description: The City Council requested staff conduct a focused study of planning fees in adjacent cities in the Bay Area to determine if the cost of the application fees were competitive with other cities.

Status: At its June 26, 2012, meeting, the City Council approved a new Master Fee schedule that included recommended changes to all Planning fees, including charging actual costs, plus a 20% administration fee, for most major applications and services. The new fees took effect on July 1, 2012.

As part of the development agreement with Hercules Bayfront, the City Council in November, 2011, adopted Resolution 11-132, which reduced various impact fees city-wide. Included in those fee reductions were the Art in Public Places Fee and the General Plan Update Recovery fee, which were both reduced from 1% to 0% of project valuation. The City Council resolution

directed the City Manager to initiate an updated Development Impact Fee Nexus Study to return recommendations to the City Council for the Council to consider a new updated development-related fee schedule.

Next Steps:

- Staff will issue a request for proposals (RFP) to conduct the required nexus study for Planning fees.

Department/Division: Planning/Advanced
Project/Program: General Plan/Central Hercules Plan
Project/Program Lead: Robert Reber

Project / Program Description: The Hercules General Plan serves as the master or comprehensive set of policies for all land use decisions within the City. The Central Hercules Plan is a specific plan for four separate designated areas within the central area of Hercules: the Waterfront Neighborhood; the Central Corridor; the Civic Center/Hospitality Corridor; and the Hill Town.

Status: The last comprehensive update to the City's General Plan was approved by the City Council on September 22, 1998. Throughout 1999 and 2000, the City held numerous meetings, tours, and charrettes to formulate the Central Hercules Plan, the Regulating Code for which was formally adopted on July 24, 2001. Staff presented information on the General Plan and the Central Hercules Plan to the City Council at its regular meeting on February 26, 2013, at which time the City Council directed staff to present the matter to the Planning Commission for its input. Following a staff presentation at its regular meeting on March 4, 2013, the Planning Commission requested staff schedule Planning Commission workshops beginning in May 2013 to review and consider possible revisions to the City's various planning documents.

Next Steps:

- Staff will draft a framework and schedule for holding Planning Commission/community workshops and present them at the regular Planning Commission meeting scheduled for April 15, 2013.

Department/Division: City Manager/Real Estate Transactions
Project/Program: LED Signage in Hercules
Project/Program Lead: Steve Duran/Robert Reber

Project / Program Description: An LED signage company presented an unsolicited proposal to the City to lease City-owned land adjacent to I-80 for the purpose of installing and operating an electronic (LED) freeway-oriented billboard.

Status: Staff has identified potential changes or revisions that would need to be made to existing ordinances to permit such a sign. Staff has also contacted Caltrans regarding its regulations and review of such signage. Per the instructions of the City Council, staff presented the electronic billboard proposal to the Planning Commission at its regular meeting on March 4, 2013.

Next Steps:

- To follow up on Planning Commission concerns and requests, staff will investigate legal issues associated with freeway-oriented electronic billboards and present the findings at the soonest possible regularly scheduled meeting of the Planning Commission (earliest possible meeting being April 15, 2013).

Department/Division:

City Manager/Real Estate Transactions

Project/Program:

Intermodal Transit Center

Project/Program Lead:

William Silva/Steve Duran

Project / Program Description: The Intermodal Transit Center (ITC) and other public infrastructure represent City public improvements within the Hercules Waterfront District Master Plan (WDMP) Area. The ITC will anchor a transit-oriented, mixed-use neighborhood called Hercules Bayfront that includes a variety of dwelling unit types with businesses interconnected by a system of walk-able streets with pedestrian / bicycle trails and public plazas with bay views. The landside parcels will include an intercity train station with bus service connected to the San Francisco Bay Trail and connecting road and bridge improvements. The Project will include a restoration of Refugio Creek. The waterside parcels will include a park and the future ferry terminal that, when connected to the train station, will complete the Intermodal Transit Center.

Status: On July 27, 2012, the City of Hercules closed escrow on the site for its Intermodal Transit Center (ITC) and related parcels. The consideration for the purchase included \$2,162,233 of Measure J grant funds provided by the Contra Costa Transportation Authority and \$1,017,720 in Development Impact Fee (DIF) credits to be provided by the City over the course of the development of the transit village, which will flank the ITC site. Grant funding awarded / obligated in 2012 totals \$19.642 million.

In June 2012, the City envisioned issuing the design in three bid packages. This included a single bid package for the construction of the rail related improvements and the San Francisco Bay Trail. The Federal Transit Administration (FTA) is the lead agency for the ITC Project while the Federal Highway Administration (FHWA) is the lead for the SF Bay Trail Project. During subsequent discussions with FHWA and Caltrans, it was determined that the City should split this bid package into two separate bid packages. Constructing this as two separate bid packages has added some complexity to the design delivery that the City is working through with HDR. The City is also finalizing easements necessary for the contemplated work to occur. Additionally, BKF's design package for John Muir Parkway / Bayfront Boulevard Bridge / Refugio Creek work will be finalized with resolution of the agency permits. Due to the timing of Agency permits, a mass grading / site preparation package was authorized by the City Council on January 29th to advance critical work and to preserve secured funding.

As a result, drawings are being finalized into five bid packages:

1. Promenade Lift Station Removal and Sanitary Sewer Line Replacement
2. Bay Trail / Path to Transit – Site Preparation
3. Path to Transit (John Muir Parkway / Bayfront Blvd. Bridge / Refugio Creek)

4. San Francisco Bay Trail
5. Track Preparation (Track Preparation / Retaining Walls / Utility Lines)

Additional time will be required to finalize the design that was split into the San Francisco Bay Trail and the Track Preparation bid packages and to finalize easements necessary for the work. In consultation with the Contra Costa Transportation Authority (CCTA) and the Metropolitan Transportation Commission (MTC), the City approached the California Transportation Commission (CTC) on December 6th and requested an extension to award a construction contract for the STIP funded elements. The CTC granted the extension request.

Additionally, under the CCTA administered Measure J program, there is a program to fund (in the future) \$45m for operation of the Richmond and Hercules ferry service. Ferry service for Hercules is contingent on the construction of the Station Building and the bridges over the railroad to make a connection to the water. Funding for the Station Building is currently programmed in 2016-2017.

Next Steps:

- Advance and finalize permitting efforts for the ITC Project.
- Finalize design for the initial ITC construction package

Department/Division: City Manager/Real Estate Transactions
Project/Program: Bayfront Development
Project/Program Lead: William Silva/Steve Duran

Project / Program Description: This project proposes to develop over 40 acres of the City of Hercules within the Waterfront District Master Plan (WDMP) Area. The “Hercules Bayfront Project” is a transit-oriented, mixed-use neighborhood that includes a variety of dwelling unit types with businesses interconnected by a system of walk-able streets with pedestrian / bicycle trails and public plazas with bay views. This development will surround and is anchored by the Intermodal Transit Center (ITC), which the City is advancing.

Status: The City approved all development entitlements in March 2012. The Developer is planning to bring a portion of the site forward for development in 2013.

Next Steps:

- Meet at least quarterly with developer and continue project coordination.

Department/Division: City Manager/Real Estate Transactions
Project/Program: Sycamore North
Project/Program Lead: Steve Duran

Project / Program Description: Sycamore North is a mixed use residential and retail project, planned to include 96 apartments over approximately 40,000 sq.ft. of retail space. The original project is a failed project. The City and Redevelopment Agency tried to develop and fund a project that no developer would touch and could not be financed because the cost to construct greatly exceeds the value when completed. As late as six months ago, the City was considering demolishing the structure, lopping off two stories or and selling it to an affordable housing developer for a 100% low income project. These were all

bad options. The project was then declared failed and marketed as a market rate project. The proposed development by Presidio Partners will be approximately 140 market rate apartments and about 12,000 square feet of retail/restaurant space.

Status: On October 23, the City Council approved a set of entitlement actions for the Town Centrale project, which were previously approved on October 8 by the Planning Commission. The second reading of the Development Agreement Ordinance is scheduled for the City Council meeting of November 13. These approvals allow the developer to resume and complete construction of the former Sycamore North project. As part of a purchase and sale agreement approved earlier this year by the City Council, Presidio Development Partners proposes to finish construction on the project as a pair of mixed-used buildings with approximately 140 apartments, four live-work units, and approximately 12,000 sq. ft. of ground-floor retail space, with 166 on-site parking spaces. Presidio Development Partners proposes to finish construction on the Sycamore North project, now called Town Centrale, as a mixed-used project with approximately 140 apartments, four live-work units, and approximately 12,000 sq. ft. of ground-floor retail space, with 166 on-site parking spaces.

All entitlements are in place and Presidio was scheduled to close in February; however, asked for additional time to deal with recent cost estimates that significantly exceed budget and necessary easements they have not been able to obtain. On April 9, 2013, the City Council approved an amendment to the Purchase and Sale Agreement (PSA) to extend the close of escrow until July 31, 2013 to provide time to obtain construction and emergency access easements on “R Alley” adjacent to the property and to give the buyer time to value engineers the project to reduce costs.

Next Steps:

- Assist with buyer with obtaining easements and completing closing conditions.
- Close escrow.

Department/Division:

City Manager/Real Estate Transactions

Project/Program:

Sycamore Crossing

Project/Program Lead:

Steve Duran

Project / Program Description: A Purchase and Sale Agreement (PSA) was entered into Property Development Centers (DPC) in January. PDC is a wholly owned subsidiary of Safeway and plans to build a 55,000 to 65,000 Safeway store and gas station near the southwest San Pablo Avenue edge of the site, with restaurants at the corner of San Pablo Avenue and Sycamore, and two or three story residential units on Sycamore facing Sycamore North.

Status: The property has been transferred, per the directive from the State Controller, to the “City as Successor Agency” to the former Hercules Redevelopment Agency. PDC is developing an alternative plan for the site. Two or three story residential units on Sycamore facing Sycamore North are being considered for the site, but there is a potential for a 100% retail project. Final site plans will be influenced by the status of the deed restriction, key tenants, and the design review and entitlement process. DPC is actively seeking tenants that will compliment the Safeway supermarket. The project will need to go through the normal Planning Commission review and approvals. Staff will be engaging the Planning Commission design review sub-committee throughout the design phase of the project. A mediation session was held in November with Save-Mart, the holder of the deed restriction on three quarters of the site and progress was made toward a settlement. A second mediation session was scheduled for January 11, but was cancelled because the parties were too far apart.

Safeway has extended the deadline for removing the deed restriction to April 27, but since PDC/Safeway is now proposing a podium or roof-top parked store on the non-deed-restricted 3.5 acre parcel on the site, staff will be recommending an extension of the existing Purchase and Sale Agreement (PSA) to the City Council on April 23 to provide time to negotiate a substantive amendment to address several issues, including but not limited to: the increased cost of podium or roof-top parking construction versus a one story store; and impacts of AB 1484 that affect the project timeline due to required state Department of Finance approvals that were not required when the PSA was negotiated.

Next Steps:

- Work with Safeway and PDC on site plan options and cost issues.
- Amend Purchase Agreement for time.
- Negotiate a more extensive Amendment to deal with increased costs and AB 1484 issues.
- Engage Planning Commission Design Review Committee when Safeway has one or more site plans ready to move forward.

Department/Division:

City Manager/Real Estate Transactions

Project / Program:

Market Hall Development Site

Project / Program Lead:

Steve Duran

Project / Program Description: This approximately 6.5 acre site, which is under a Disposition and Development Agreement (DDA) with the Redevelopment Agency, was planned to be a high density mixed-use project. However, the original developer was not able to put a viable project together. Retail developers and brokers consider this one of two prime undeveloped retail sites in Hercules.

Status: Palo Alto based McNellis Partners, led by John McNellis, has purchased the Market Hall/Red Barn Site bordered by Interstate 80, Highway 4, San Pablo Avenue and Sycamore. McNellis is a well regarded developer of retail centers and is one of several developers that were vying for this site. Staff will be involved in discussions regarding development concepts and business terms for moving forward with development entitlements for this site, which is encumbered by a Disposition and Development Agreement (DDA) to which the Successor Agency to the Hercules Redevelopment Agency is a Party. McNellis has conducted two community meetings to get input from residents on the tenant mix and design of the site.

Next Steps:

- Monitor progress of developer.
- Negotiate an amendment to the DDA to accommodate a viable retail development.

Department/Division

City Manager/Real Estate Transactions

Project / Program:

Big League Dreams

Project / Program Lead:

Patrick Tang/Steve Duran

Project / Program Description: Staff is pursuing reimbursement of deposit paid to “Big League Dreams” to establish the recreation facility on the property currently owned by Conoco Phillips.

Status: Big League Dreams is refusing to reimburse City their \$450,000 refundable deposit. The City Attorney is researching the file in anticipation of negotiations or a possible legal action. A demand letter has been sent to Big League Dreams (BLD) and staff has discussed this matter with BLD management.

The City Attorney and City Manager met the Big League Dreams CEO in January and the City Attorney is following up on information to be provided by Big League Dreams and are continuing discussions.

Next Steps:

- Continue to engage Big League Dreams regarding the reimbursement.

Department/Division:

City Manager/Real Estate Transactions

Project/Program:

Parcel C Disposition

Project/Program Lead:

Steve Duran

Project / Program Description: Marketing and selling Parcel C (AKA the Wal-Mart Site) on John Muir Parkway in order to comply with ABx1-26 and the court approved stipulation with Ambac to sell the property expeditiously.

Status: The property has been transferred, per the directive from the State Controller, to the “City as Successor Agency” to the former Hercules Redevelopment Agency. A Purchase and Sale Agreement (PSA) with DeNova Homes has expired, as DeNova did not move forward beyond the Feasibility Period. This site was marketed for several months to retail, office/R&D and residential developers; however, the market will only support residential development at this location. No non-residential offers were received. Retail brokers and developers have expressed much interest in Sycamore Crossing and the Market Hall/Red Barn sites and have advised that the Parcel C and Victoria Crescent site are not competitive retail sites. With DeNova out of contract, the site is being marketed widely for all potential uses again through April 26, 2013, after which a purchase agreement will be negotiated with the best potential buyer.

Parcel C and Victoria Crescent are the two properties being sold under a court approved \$6.5 million writ of attachment to settle the Ambac lawsuit, so time is of the essence in order to fulfill the requirements of the court sealed settlement to pay Ambac, as well as to pay Oliver & Company nearly \$2 million secured by Parcel C. The Oliver payment was due by March 31, 2013. Staff is in discussions with Oliver to renegotiate the schedule and is also looking into refinancing the note with a bank or investor.

Next Steps:

- Continue to market property per direction from City Council.

Department/Division:

City Manager/Real Estate Transactions

Project/Program:

Victoria Crescent Disposition

Project/Program Lead:

Steve Duran

Project / Program Description: Marketing and selling the Victoria Crescent site on San Pablo Avenue. This site was marketed for several months to retail, office/R&D and residential developers, however, the market is only supporting residential development at this location. No non-residential offers were received. Retail brokers and developers have expressed much interest in Sycamore Crossing and the Market Hall/Red Barn sites and have advised that the Parcel C and Victoria Crescent site are not competitive retail sites.

Status: Buyer, City Ventures, has advised they are going forward with the purchase and their deposit is not refundable. An entitlement application is expected in May. Victoria Crescent is one of the properties being sold under a court approved \$6.5 million writ of attachment to settle the Ambac lawsuit, so time is of the essence in order to fulfill the requirements of the court sealed settlement to pay Ambac

Next Steps:

- Assist with the design review and entitlement process.

Department/Division:

City Manager/Real Estate Transactions

Project/Program:

Sala Restaurant/Civic Arts Building

Project/Program Lead:

Steve Duran

Project / Program Description: Sala Restaurant is failing and the tenant is not able to meet its financial obligations. The future use for the facility must be determined and implemented

Status: A community meeting to get input on future uses of 1991 Railroad Avenue, also known as the Civic Art Building or Sala Restaurant, was held at the City Council Chamber on November 29th. The meeting was fairly well attended and about 25 community members provided ideas, insights and thoughtful questions regarding the future use or uses of this facility. Most felt that an experienced restaurateur could succeed at the location and several types of food venues were suggested. Other ideas included: culinary arts that also provided a restaurant; an event facility; daycare, pre-school or private educational facility. One theme was that the location is not optimum for a restaurant and that some way finding signage is needed to direct people to waterfront district restaurants, shops and businesses. This issue was heard by the City Council discussion and direction on January 22, 2013 and the Council directed staff to market the property for lease.

The property has been listed with Deborah Perry, Senior Vice President at Colliers International and a community kick-off meeting is being planned.

Next Steps:

- Have community kick-off meeting.
- Continue to market property for lease.

Department/Division:

City Manager/Hercules Municipal Utility

Project / Program:

Pinole/ Hercules WPCP Retention Rate

Project / Program Lead:

Bob Streich

Project / Program Description: Pinole/ Hercules Water Pollution Control Plant (WPCP) desires electric rate certainty through any HMU sale process and beyond should some utility other than PG&E be the successful purchaser. WPCP accounts for approximately 20% of HMU's total revenue, load and usage.

Status: Hercules Municipal Utility (HMU) Operations Manager/Consultant is working with Pinole/ Hercules Water Pollution Control Plant (WPCP) on development of a retention rate to provide WPCP with electric rate certainty:

1. through any sale of the HMU process, and

2. on-going after any sale for a period of one year, only if HMU is sold to a Utility other than PG&E.

This proposed rate agreement is a retention rate at current levels and is not a discounted or reduced negotiated rate.

3. HMU prepared the draft "Interim Agreement between City of Pinole and the HMU for Retention of Electric Service", incorporated HMU legal counsel edits, and provided draft Agreement to Pinole on March 26, 2012 for their review. Staff awaits response from the City of Pinole.

Next Steps:

- Upon Pinole revisions (if any) and final legal review, HMU staff will prepare Resolution to City Council.
- Upon Council approval, Agreement will be tendered to Parties for full execution.

Department/Division:

City Manager/Hercules Municipal Utility

Project / Program:

HMU Sale Update

Project / Program Lead:

Steve Duran

Project/Program Description: Sale or lease of the Hercules Municipal Utility (HMU).

Status: With the passage of Measure O, the City now has the authority to sell HMU. As outlined in the Public Utilities Code, Section 100057 and 10006 the sale must be done through a public bidding process. To assist in this effort, HMU has retained the services of Bodington and Company, an investment banking firm that specializes in providing advisory and brokering services to small electricity utilities and generators throughout the United States. The City Council has approved the proposed timeline and appointed Mayor Delgado and Vice Mayor de Vera as the City Council Temporary Advisory Committee (TAC). This committee will serve as an ad hoc committee for the sole purpose of providing oversight to staff and consultants in the disposition of HMU.

The Request for Proposals was released on November 14th. Then, on January 9, 2013, the TAC, staff and our consultants opened the bids for HMU. We received three proposals, all from very reputable entities. The "highest and best bidder" based on price and capability was selected, which is Pacific Gas & Electric Company. Staff and the committee feels confident that given the quality of the proposals, that we will be able to successfully sell the HMU.

Next Steps:

- Complete negotiation of an Asset Purchase Agreement.
- Assist PG&E with their due diligence.
- Continue to gather HMU data and information required to complete the sale.
- Continue working with the City Council Ad Hoc Committee for guidance and to keep them informed of the progress.

Department/Division:

City Manager/Hercules Municipal Utility

Project / Program:

Sycamore North Electric Work

Project / Program Lead:

Bob Streich

Project/Program Description: Contracting to perform electric engineering, procurement and construction work and services required to provide electric service to Sycamore North project.

Status: HMU staff is working with Presidio Partners to ensure power delivering by the time the project is ready for leasing. HMU staff will perform the electric engineering services. Once engineering is complete, the project will be put out to bid for construction or will enter into a "Developer Installation Agreement" to install the substructures.

Next Steps:

- Analyze revised Planned Use and Load Calculations received from the developer.
- HMU staff to determine construction firm to install substructures.
- Procure electric materials for service to the project

Department/Division: City Manager/Hercules Municipal Utility
Project / Program: Solar Installations
Project / Program Lead: Bob Streich

Project / Program Description: Reprogram solar meters to ensure accuracy and capability with HMU's billing system.

Status: HMU Operations Manager/Consultant has reprogrammed the ITRON solar meters and has analyzed each of the customer's energy usage and generation output. The readings are accurate and each of the customer's bills were reviewed to assure proper billing was applied.

Next Steps:

- Communicate the results of the metering analysis to the solar net metered customers.

Department/Division: Parks & Recreation
Project/Program: Current Activities
Project/Program Lead: Pedro Jimenez

Project / Program Description: The Parks and Recreation Department leads or is involved with many community activities and events. It also collects fees for various classes and services it provides to the community.

Status: For the month of March the department has brought in \$129,777.16 in revenue. Year to Date the department has brought in \$1,122,503 in revenue. For March the Departments monthly attendance was 14,445 participants.

Spring Egg Hunt:

The Hercules Teen Youth Council (T.Y.C) held its 7th Annual Spring Egg Hunt on March 30, 2013 from 9:30-12:30. This community Egg Hunt was held at the Hercules Senior Center, over 200 Children enjoyed arts and crafts, face painting, and everyone's favorite, an egg hunt! The teen volunteers and staff did a great job and revenue for this event was \$960.00.

Parks & Recreation Expo:

Parks & Recreation Expo will be held on April 28, 2013 10:00am -2:00pm @ Community/Swim Center. Come to this free event and take a look at all of the programs and services that the Hercules Parks &

Recreation will be offering for summer 2013! Meet summer day camp and aquatics staff, plus a variety of specialty instructors and get your questions answered in person. Receive 10% *off this day only for classes, camps and services paid in full. *Offer excludes Jazzercise and passes. For more information call 510-799-8291 or visit www.ci.hercules.ca.us .

Clean Up Day:

Clean-Up Day is set for Saturday, May 4, 2013 from 8:00am-11:00am. Richmond Sanitary Service will graciously provide the dumpsters to be placed at the City of Hercules Corp Yard, 1000 Sycamore Avenue. We are requesting the participation of Volunteers for this event. This effort is to have the city look its best. If you have any questions or would like to volunteer please call (510) 799-8290.

Texas Hold 'Em Fundraiser:

The Friends of the Hercules Senior Center and Parks & Recreation is bringing you Texas Hold 'Em Fundraiser on Friday, June 21, 2013! It will be held at the Hercules Community Center, 2001 Refugio Valley Rd. \$60.00 Buy-in, \$20.00 Re-buys-, raffle prizes. Dinner Buffer/ Happy Hour 6-6:45p Tournament 6:45-11p. Cash Bar (Beer & wine will be available for purchase). Funds raised will help support Senior/50+ services and programs. For more information please call: (510) 799-8291

Next Steps:

- Continue to work on items related to the library, recreation, parks, and community services programs, including the general use of park and facilities.

Department/Division:

Parks & Recreation

Project/Program:

Community & Library Services Commission

Project/Program Lead:

Pedro Jimenez

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

Status: Currently the Commission is working on the following topics: The Non Profit Recognition Program, Park Rental fees and reservation procedures, Banner Program, possible future events and evaluating Parks & Recreation Programs.

Next Steps:

- Clean up Day, May 4, 2013, 8:00am-11:00am, looking for volunteers!
- Continue to provide staff support to the Commission.

Department/Division:

Parks & Recreation

Project/Program:

Hanna/Lupine/Ohlone Child Care

Project/Program Lead:

Ambra Bonham

Project / Program Description: Before & After School Licensed Childcare (K-5th Grade) Program operates September–June and Summer Camp operates June – August. Children are well supervised in a

safe environment with a variety of recreational activities, including; crafts, games, sports, and a fun fitness program. There is a short time allotted each day for homework, however, this is a recreation program with the emphasis on socialization and keeping the children active. Child Care facilities are located adjacent to Lupine Hills Elementary School, Ohlone Elementary School and Hanna Ranch Elementary School.

Status: For the month of March the Child Care programs brought in a total \$51,138.11 in revenue. Day Camp – \$4396.66; Hanna Child Care- \$17,478.91; Lupine Child Care- \$15294.74 and Ohlone \$13,967.80. Currently the school year child care has 54 participants at Hanna, 44 for Lupine and 45 for Ohlone.

Next Steps:

- Evaluate the programs and the needs of staff and maintenance of facilities.
- Continue to evaluate programs, revenues and expenditures to ensure cost effectiveness.

Department/Division:

Parks & Recreation

Project/Program:

Tiny Tots Program Little Learners & Pre-Kindergarten

Project/Program Lead:

Ambra Bonham

Project / Program Description: The Tiny Tots Program introduces 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. Our program runs along with the school year from September-June.

Status: For the month of March Tiny Tot Programs brought in \$10,265.51 in revenue. Tiny Tots has 2 classrooms running at Hanna with a total of 47 for MWF and one class for T/Th with 20 participants.

Next Steps:

- Continue to evaluate programs, revenues and expenditures to ensure cost effectiveness.
- We are currently updating our safety procedures and disaster plan for each site.

Department/Division:

Parks & Recreation

Project/Program:

Aquatics

Project/Program Lead:

Greg Dwyer

Project/Program Description: The Hercules Swim Center is a place that provides valuable resources to the community of Hercules, by providing a place for families, adults, teens and children to recreate! The Swim Center’s programs specialize in fostering human development, strengthening safety and security, promoting health and wellness, and providing recreational experiences.

Status: Classes & programs offered include: The East Silver Dolphin Swim Team year round swimmers – 72 enrollments; Fall Membership 30 participants; Lap Swimmer – 2 to 5 swimmers per day. For the month of March Aquatic programs brought in \$13,305.21 in revenue. Upcoming Programs: EBSD High School Swim Clinics, EBSD Monthly Swim Clinics, EBSD Spring Membership, Hercules Piranhas, Individual Swim Lessons & Aqua Zumba.

Next Steps:

- Continue to evaluate programs, revenues and expenditures to ensure they are cost effective.

Department/Division:

Parks & Recreation

Project/Program:

Recreation Classes

Project/Program Lead:

Andrea Mendez

Project/Program Description: The Recreation division offers a wide variety of recreation classes that cater to all ages and help to promote a healthy lifestyle. The classes provide a great opportunity to have fun and exercise while interacting with others in a safe environment.

Status: For the month of March Recreation Classes brought in \$7,907.41 in revenue and Recreation Admin brought in \$1,129 in revenue.

Next Steps:

- Continue to sell ads in Activity Guide in order to Print and mail out to Hercules households.
- Now taking registrations for classes: Zumba, Gymnastics, Karate, Table Tennis, Tiny Tot Sports, Math Tutoring, Dog Obedience, Guitar, Oil Painting, Intro to Microsoft Excel and Belly dance.
- Continue to evaluate programs, revenues and expenditures to ensure they are cost effective.
- Working on a partnership with other providers to offer more classes and programs

Department/Division:

Parks & Recreation

Project/Program:

Sports

Project/Program Lead:

Greg Dwyer

Project/Program Description: The Recreation Department is proud to offer sports and other positive leisure activities for patrons of all ages. Our recreational programs help promote a healthy lifestyle, while providing an environment in which people can enjoy themselves.

Status: The Co-Ed 10-13 Junior Warriors Elementary Basketball League ended March 29, 2013. Pee Wee Basketball league will be starting April 8, 2013 it runs 6 days per week with practices being held Monday through Thursday and games on Fridays and Saturdays. We currently have 64 kids enrolled. We are offering a Fundamentals Basketball Clinic on Tues & Thursdays ages 10 and under. We have 20 kids registered in that program. For the month of March Sports brought in \$17,123.40 in revenue.

We are currently offering the following Adult leagues:

- Basketball Leagues of 3 on 3 on Thursday night -6 teams
- Softball Leagues in conjunction with the City of Pinole at Fernandez Park -7 Men's teams for Monday night and 7 Co-Ed teams for Tuesday Nights.
- Golf League at Franklin Canyon (Potentially Wednesday late afternoon). For More Information please call 799-8293.

Next Steps:

- Continue to evaluate programs, revenues and expenditures to ensure they are cost effective.

Department/Division:

Parks & Recreation

Project/Program:

Teen/Youth

Project/Program Lead:

Greg Dwyer

Project/Program Description: The goal of this program is to provide foster human development, promote health and wellness, and increase cultural unity with life experiences. As our youth grow into teens, we want to give them a sense of belonging to the community and ownership. Youth & Teens come out and enjoy the programs and activities at the Teen Center "T.H.E. S.P.O.T." (Teens of Hercules Empowering through Spirit, Perseverance, Outreach, & Teamwork). The Teen Youth Council (T.Y.C.) supports and assists with Community activities and Special events. This energetic group of 6th-12th grade teens and youth 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: Staff provides arts and crafts, sports, and a variety of activities and events catered exclusively for 6th, 7th, and 8th graders. Currently there are 21 enrolled for the month of March the Teen Center brought in \$6,683.83 in revenue.

The Hercules Teen Youth Council (T.Y.C) held its 7th Annual Spring Egg Hunt on March 30, 2013 from 9:30-12:30. This Community Egg Hunt was held at the Hercules Senior Center, over 200 Children enjoyed arts and crafts, face painting, and everyone's favorite, an egg hunt! The teen volunteers and staff did a great job and revenue for this event was \$960.00.

Next Steps:

- Continue to evaluate programs, revenues and expenditures to ensure they are cost effective.

Department/Division:

Parks & Recreation

Project/Program:

Senior Center

Project/Program Lead:

Greg Dwyer

Project/Program Description: Friends, food, fun and companionship is what the Hercules Senior Center is all about. This program and supported services are available to adults 50 and over. We strive to ensure a physically and emotionally comfortable environment for all, and encourage socialization with peers.

Status: Classes and Programs offered include: Zumba Gold; H.I.C.A.P.; Legal Assistance; Computer Class; Blood Pressure; Pool Table; Meals on Wheels; Day Trips; Contra Costa Café; Daily Activities; and Tea Dance. For the month of March the Senior Center brought in \$2,212.16 in revenue.

Next Steps:

- Continue to evaluate programs, revenues and expenditures to ensure they are cost effective.

Department/Division:

Parks & Recreation

Project/Program:

Facilities/Rentals

Project/Program Lead:

Andrea Mendez

Project/Program Description:

The City of Hercules offers many of the City's facilities for rent when not being used for City sponsored programs or services.

Status: For the month of March, facility rentals brought in \$16,950.9 in revenue.

Next Steps:

- Continue to promote facility for rentals and evaluate revenues and expenditures to ensure they are cost effective.

Division:

Police Patrol

Project / Program:

Community Outreach- Crosswalk Enforcement

Project / Program Lead:

Sergeant Earnest Taylor

Project / Program Description: In a continuing effort to improve pedestrian safety, the Hercules Police Department is increasing crosswalk enforcement throughout the city. Enforcement will occur during both day and night with an emphasis placed in high traffic areas i.e. San Pablo Avenue and Sycamore Ave, Sycamore Ave and Willow Avenue.

Status: Police personnel conducted crosswalk enforcement in the area of the Hercules Middle/High School. This enforcement is to educate the students to use the crosswalks.

Next Steps:

- Continue to conduct these operations in specified location throughout the city when personnel are available.
- Prepare an education piece for the city website and other news outlets.
- Deadline: Ongoing monthly evaluation.

Division:

Police Administration

Project / Program:

Reserve Police Officer Recruitment

Project / Program Lead:

Sergeant Ruben Rodriguez

Project / Program Description: The Hercules Police Department is continually recruiting Reserve Police Officers. These are volunteer positions which assist the department in all areas including patrol and investigations. This year's goal is to recruit and hire 4 Reserve Officers.

Status: The department has received numerous applications and will establish a pool of qualified applicants. We currently have two reserve applicants in background.

Next Steps:

- Deadline: Ongoing recruitment, funding availability.

Division: Police Patrol
Project/Program: Community Outreach /Wire Theft Prevention
Project/Program Lead: Commander Thomas Koepp

Project/Program Description: The city has experienced an on-going theft of copper wire. The police and public works departments are working together to develop a strategy to harden the theft target locations and prevent the theft of wire.

Status: No thefts reported this month.

Next Steps:

- Continue to theft proof the junction boxes
- Conduct extra patrol in the high risk areas.
- Deadline: Ongoing prevention program

Division: Police Patrol
Project / Program: Selective Enforcement
Project / Program Lead: Commander Koepp

Project/Program Description: Selective enforcement: The goal is to deter speeding and stop sign violators. The Public Safety Subcommittee identified streets in the city that required additional traffic enforcement due to speeding vehicles and stop sign violation.

Status: On a daily basis patrol personnel are enforcing vehicle code violations throughout the city.

Next Steps:

- Continue enforcement when personnel are available.
- Deadline: On going

Division: Police Administration
Project / Program: COPS Hiring Grant
Project / Program Lead: Chief Goswick and Sergeant Rodriguez

Project/Program Description: Research and submit an application for two separate COPS Hiring Grants that will increase the number of sworn personnel. The goal is to add at least 5 officers, four from a COPS Community Policing Grant and one from School Resource Officer Grant. The term of the grant is 3 years with no matching funds.

Status: We received information that the 2012 COPS grant is restricted only to agencies that applied last year and did not receive the full amount of officers and/or monies they requested. We called USDOJ and explained our situation (past and current layoffs) and were told we were not eligible to apply.

Next Steps:

- Monitoring GRANTS.GOV and USDOJ for any other grants that may be out there.

Department/Division: City Manager/Police Administration
Project/Program: Emergency Services
Project/ Program Lead: Chief Goswick

Project / Program Description: California law specifies that all government employees are disaster service workers. Additionally, there are two mandated systems for regulating emergency response. The Federal system called the National Incident Management System (NIMS) and the State system called the Standardized Emergency Management System (SEMS). These systems are complimentary and have been adopted by County of Contra Costa for managing response to multi-agency and multi-jurisdictional emergencies. The City must follow SEMS and NIMS guidelines to continue to be eligible for State and Federal relief funds. Ongoing training for management and field-level employees is necessary to prepare them for their roles in the City's Emergency Operations Center (EOC) or on-site incident management.

Status: The City Manager/Emergency Services Director lead responsibility for coordination of emergency preparedness activities and maintenance of the EOC to the police department. Staff reductions and personnel changes have created the need for revisions to EOC assignments.

Next Steps:

- On-going maintenance of all Emergency Services vehicles and equipment
- Update EOC Roster
- Plan for an EOC Workshop or Table Top Exercise (TTX) –Pending
- Emergency Operations training for the City Council
- Completion of on-line course for city staff

Division: Police Patrol
Project / Program: Parking Enforcement
Project / Program Lead: Commander Koeppe

Project/Program Description: Parking enforcement: The goal is to deter abandoned vehicle and enforce all Hercules Municipal Codes and the California Vehicle Codes that are applicable to parking issues. This program will be performed by trained Hercules Police Department volunteers.

Status: The police department has a volunteer parking enforcement program. The volunteers in this program will assist patrol personnel in the enforcement of parking problems and complaints, abandoned vehicles, and towing and storing vehicles. The police department is currently in the process of training a second VPEO.

Next Steps:

- Recruit volunteers to perform parking enforcement duties.
- Conduct background check and live scan.
- Train volunteers in parking and abandoned vehicles laws.
- Train volunteers the procedures in towing and storing vehicles.
- Train volunteers in the safety aspects of this position.
- Deploy volunteers through the Patrol Division Watch Commander.
- Dead Line: Ongoing.

Division: Police Administration
Project / Program: School Safety
Project / Program Lead: SRO Wrangham / Chief Goswick

Project/Program Description: Violence such as the high profile school shootings in Colorado, Wisconsin and Pennsylvania can cause concern within school communities, even if they are not directly affected by the event(s). Adults and students struggle to understand why these events happen and, more importantly, how can they be prevented. School principals and superintendants can provide leadership in reassuring students, staff, and parents that schools are generally safe places for children and youths and reiterating what safety measures and students supports are in place at their schools. The Hercules Police Department is working with all the elementary schools and the middle/high school in Hercules to improve security measures as well as their overall safety plan and education.

Status:

The School Resource Officers and the Chief of Police conducted safety training for the faculty at Ohlone, Lupine Hills and Hanna Ranch Elementary schools and Hercules Middle High School. The training consisted of the implementation of a school lock down, weapons on campus and preparedness. There was a greater participation at the elementary school level compared to the middle high school.

Next Steps:

- Update active shooter training for all PD personnel -complete
- Trained school staff in the expectation and procedures during a critical incident i.e. Active Shooter
- Institute safety procedures - Pending
- School/Law Enforcement/Fire-EMS role during a critical incident

Division: Patrol Division
Project / Program: Traffic Calming
Project / Program Lead: SRO Wrangham

Project/Program Description: The police department has received complaints traffic jams in front of the Middle/High School. The police and school staff met and a traffic plan will be put in to effect March 25, 2013. The plan will include re-routing traffic though the upper lot by the football field. Officers will be present to enforcement the changes. The Principal will be sending out a message to her staff, student and the parents regarding the changes.

Status: The School Resource Officers and school staff implemented a new traffic plan for the high school. This plan diverts traffic off of Refugio Valley Road on to the campus through gate A. The plan is progressing very well.

Next Steps:

- Develop a traffic plan-complete
- Educate staff, Students and parents-complete
- Dead line: To be in place by the end of March 2013-Complete
- Monitor area for concerns or additional recommendations-on going