

Department/Division:

City Manager

Project/Program:

Utility Users Tax Measure

Project/Program Lead:

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). Measure A would add 2% to the City's UUT for five years and include all utilities, telecommunications and video. Measure A will be on the June 4, 2013 special election ballot. The election will determine the level of police services Hercules will have in fiscal year 2013-2014. 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. Measure A reads 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:

- Election of June 4, 2013.

Department/Division:

City Manager and City Attorney

Project/Program:

Redevelopment Agency Bond Default

Project/Program Lead:

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 has kept 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 met with Department of Finance staff in Sacramento on April 15 and discussed 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. By mutual agreement of the parties, the case management meeting have been rescheduled to July 30, 2013.

Next Steps:

- Await DOF determination on property sales.
- Continue to implement the court ordered settlement agreement.
- Negotiate amendment of the court approved stipulation.
- Prepare for July 30 case management meeting.

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 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 pooled cash 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 non-housing asset audit; housing asset audit.
- Complete property management plan.
- State Department of Finance to issue a Certificate of Completion.

Department/Division:

City Manager

Project/Program:

Redevelopment Agency Dissolution

Project/Program Lead:

Steve Duran/Nickie Mastay.

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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 pooled cash 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 non-housing asset audit; housing asset audit.
- Complete property management plan.
- State Department of Finance to issue a Certificate of Completion.

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 issuing quarterly variance reports until the presentation of the FY2013-14 budget, which must be passed by June 30, 2013.

Status: The City Council Finance Subcommittee, Citizens Advisory Committee and the Measure O Oversight Committee met on Monday April 29, 2013 to review the FY2013-2014 first draft budget. The joint committee's emphasis was on the General Fund first draft budget Version A (passage of Measure A) and the General Fund first draft budget Version B (without the passage of Measure A). The FY2013-14 first draft General Fund Budget Version A is projecting a deficit of \$251,038; Version B is projecting a deficit of \$620,953. Version B of the General Fund budget reflects outsourcing the Police Department to the County which reduces the Police Department from 21 to 16. The Police Department expenses also have an estimated one time conversion cost of \$212,172. Version B reflects a one-third reduction in the cost of the General Liability and Workers Compensation insurance. Version B also reflects the elimination of the Parks and Recreation Teen Program and the lay-off of 1 manager, and 2 recreation leaders. On May 14, 2013, the staff presented to the City Council Version A and Version B of the FY2013-14 Budget. Staff will be working on the FY2013-14 second draft budget (Version A and Version B until the results of the election are known) to produce a balanced budget.

The next budget review meeting for the joint committees is scheduled for June 5, 2013. The election is June 4, 2013.

Next Steps:

- Complete second draft(s) of FY2013-14 budget.
- Review second draft budget with joint finance committees.
- Review second draft budget with City Council.
- Complete final draft budget.
- 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 Citizens 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 was scheduled for April 2013. Staff received a preliminary draft audit in April 2013 for review. Staff has completed the review. Staff received an updated draft in May 2013. Staff has replied to Gallina LLP with adjustments to the draft and updated notes to the draft.

Next Steps:

- Receive draft FY2010-11 Audit in May 2013
- Issuance of FY2010-11 Audit in June 2013
- 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 is reconciled through June 2012 for FY2011-12 and through April 2013 for FY2012-13. Any outstanding journal entries related to the reconciliation need to be prepared and posted. After each month of reconciliation, the financial system needs to be properly closed and reconciliation verified.

Next Steps:

- Any outstanding journal entries related to the reconciliation need to be prepared and posted.
- FY2011-12 Year End journal entries are being prepared and posted
- 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 performed 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 two 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:

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.

Staff is collecting bids for carpet cleaning at the Hercules Library and the City Council Chambers. 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.

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 received bids for the tree work and will bring to Council for discussion in July of 2013.

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. Now that the calculations have been completed the Board doesn't agree with the results requiring the maps to be modified and resubmitted by May 3, 2013. We have to reduce trash loads from that base line by 40% in 2014, 70% by 2017, and 100% by 2022.

New maps have been generated and submitted to the Board for review.

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: Engineering has been awarded to HDR. Cost is estimated to be 2.8 million dollars to complete the engineering phase. Bids will be requested for Engineering Manager, Construction Manager and construction firm in the near future.

Next Steps:

- 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.

Number of activities by activity type:

Assist police	1
Deceased dogs and cats	2
Deceased – wildlife	9
Investigations – inhumane	3
Investigations – rabies (human exposure)	3
Stray animals- dogs and cats	6
Stray animals – other	1
Telephone calls (not resulting in activity)	6
Transport animals	1
Total	32

Number of calls/contacts/actions related to activities:

Assist police	1
Deceased dogs and cats	3
Deceased – wildlife	11
Investigations – inhumane	12
Stray animals- dogs and cats	10
Stray animals – other	2
Telephone calls (not resulting in activity)	6
Total	45

Dead animals handled:

Cat	1
Dog	1
Other	9
Total	11

Live animals handled:

Cat	5
Dog	5
Other	1
Total	11

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). As required under the California Environmental Quality Act (CEQA), City staff and consultants prepared an Initial Study of the potential impacts of the revised Housing Element. Through the Initial Study, staff determined the Housing Element update and accompanying zone text amendments would not have a negative impact on the environment. The Initial Study/Negative Declaration was publicly released on April 26 for a 30-day comment period that concluded on May 28; staff has reviewed all comments on the Initial Study and drafted responses to each comment that are included in the final project documentation. At its regular meeting on June 3, the Planning Commission voted unanimously to recommend that the City Council approve the environmental Negative Declaration and adopt the Housing Element Update for 2009–2014.

Next Steps:

- At its June 25 meeting, the City Council will hold a hearing to review, consider, and vote whether to adopt the Initial Study/Negative Declaration and updated Housing Element, as recommended by the Planning Commission.
- If the City Council adopts the Housing Element, staff will forward the Housing Element to HCD for certification within 90 days.
- Within one year of adopting the Housing Element, staff will work with the Planning Commission and City Council to amend the zoning ordinance to for consistency with the Housing Element and 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:

- With the 2013–2014 budget that the City Council will consider for adoption at its June 25 meeting and to take effect July 1, 2013, staff is recommending a couple changes to Planning-related fees:
 - Reinstate the General Plan Update Recovery fee, by changing the fee amount from 0% to 1% of project valuation;
 - Reduce the fee for home-based business permits from \$400 to \$200.
- 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:

- Immediately following its regular meetings on May 6, May 20, and June 3, the Planning Commission has held community workshops to discuss with members of the public the issues surrounding the City's vision as expressed in the various sets of long-term plans and how potential development relates to that vision. In order to develop a set of recommendations around how to reconcile the City's vision, plans, and proposed projects, the workshops will continue as a series of discussions to follow each of the regularly scheduled Planning Commission meetings, most likely through August of this year. In order to accommodate both the regular meeting and the workshop in a single evening, the Planning Commission is temporarily starting its regular meetings one hour earlier, at 6:00 p.m., and commencing each workshop as soon as each regular meeting concludes.
- Planning Commission Chair Cletia Hart will be giving the City Council a brief status update on the workshops at the Council's June 25 meeting.

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.

Department/Division:

City Manager/Real Estate

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.

TIGER Grant Opportunity: On Monday, the City of Hercules submitted an application for \$24.7m in funds. With only a little over four weeks to pull together the grant application, this would have been unachievable without the support, advocacy, and resources provided by the Contra Costa Transportation Agency (CCTA), East Bay Regional Park District (EBRPD), Gray Bowen, and Hercules Bayfront, LLC. The ITC has widespread support amongst local, regional, state, and federal officials, agencies, and organizations. So far, the application received letters of support letters from:

- Congressman Mike Thompson
- Congressman George Miller
- Department of Housing and Community Development
- Union Pacific Railroad
- Senator Loni Hancock
- Senator Mark DeSaulnier
- Senator Lois Wolk
- Assemblymember Nancy Skinner
- Assemblymember Susan Bonilla
- Contra Costa County, Board of Supervisors
- Caltrans
- San Joaquin Joint Powers Authority
- West Contra Costa Transit Authority (WestCAT)
- Contra Costa Transportation Authority
- West Contra Costa Transportation Advisory Committee
- East Bay Regional Park District
- East Bay Leadership Council (formerly Contra Costa Council)
- Hercules Bayfront Task Force

In addition to 8,000 feet of new third track and replacement of the Union Pacific Railroad Bridge including realignment of Main Tracks 1 & 2, Hercules will use the TIGER funds to complete its rail station, access bridge, platform, grade separation walls, railroad signal work, and platform emergency vehicle access. In cooperation with the East Bay Regional Park District, Hercules will also construct the San Francisco Bay Trail – Pinole Shores gap closure.

One Bay Area Grant (OBAG) Opportunity: On June 5th, the Planning Committee for the Contra Costa Transportation Agency (CCTA) recommended approval of a list of projects to be forwarded to the full CCTA Authority on June 19th and subsequently to the Metropolitan Transportation Commission (MTC) by June 30th for funding under the OBAG Program. Under the competitive program, the ITC is ranked eight out of twenty-two applications received and will receive \$2.5m in funding should the Authority and MTC uphold the recommendation. In addition to the competitive program, the City will receive \$701k under the Local Streets Preservation Funding for a project contemplated on Refugio Valley Road.

Construction: As authorized by the City Council on May 28th, a notice of award was sent to Evans Brothers, Inc. for the Bay Trail / Path to Transit – Site Preparation Project and a pre-construction meeting was scheduled for next week.

Ground Breaking Ceremony: A Ground Breaking Ceremony has been tentatively scheduled for July 3rd at 11am. Everyone is invited and encouraged to attend. More details will follow.

Next Steps:

- Continue to advance construction document and permitting for next phase.
- Continue to seek grant funding.

Department/Division:

City Manager/Real Estate

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 in discussions with potential buyers and investors for various development sites within the Bayfront footprint.

Next Steps:

- Continue to meet at least quarterly with developer and continue project coordination.

Department/Division:

City Manager/Real Estate

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 month 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: As part of a purchase and sale agreement approved 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. The City has commenced discussions with the Baysite Home Owners Association to procure the R Alley easements, but they have not been receptive. Presidio is planning a community meeting for June 22 at City Hall.

Next Steps:

- Obtain easements and complete closing conditions.
- Close escrow.

Department/Division:

City Manager/Real Estate

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 50,000 to 60,000 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. 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.

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, the City and Safeway have agreed to extend the feasibility period to July 31, 2013 so provide 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.
- Negotiate an 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:

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 was marketed widely for all potential uses again through April, 2013. The City Council provided direction to staff regarding negotiations on May 14th.

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:

- Commence negotiation with best potential buyer.

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 in 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: The property has been listed with Deborah Perry, Senior Vice President at Colliers International. On May 16th, about 30 members of the community attended a marketing information meeting to receive an update, ask questions and provide input on the marketing of the vacant Civic Arts Building, also known as Sala Restaurant, at 1991 Railroad Avenue. The biggest concerns expressed were noise from the exhaust fan and noise from music. The marketing suggestions included getting a restaurant that will serve the kind of food people will return to enjoy often and top-notch quality and service. Also discussed was the need for way-finding signs directing people to waterfront restaurants and businesses. Deborah Perry of Colliers international is marketing the property for lease and was on hand provide information and hear from the community.

Next Steps:

- Continue to market property for lease.

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 if 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.

Project / Program:

Sale of Hercules Municipal Utility

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 approved the proposed timeline and appointed Mayor Delgado and Vice Mayor de Vera as the City Council Temporary Advisory Committee (TAC). This committee served as an ad hoc committee for the sole purpose of providing input 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 (PG&E).

On Tuesday, May 28, the City Council approved and the City executed a contract to sell the assets of HMU to PG&E for a purchase price of \$9.5 million. Under the Asset Purchase Agreement (“APA”), it is anticipated that, based on the current market value of the bonds, the net proceeds at close will be sufficient to retire the HMU Bond debt. Timing is critical because debt service obligations will continue to burden the City until the sale has closed, PG&E has paid the purchase price, and the HMU Bonds have been extinguished. There is a lot of work left to do, but this is a major milestone for the City’s financial recovery.

Next Steps:

- Assist PG&E with their due diligence and California Public Utility Commission approval.
- Continue to gather HMU data and information required to complete the sale.

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 delivery by the time the project is ready for leasing. HMU will enter into a “Developer Installation Agreement” to install the substructures and electric facilities.

Next Steps:

- Analyze revised Planned Use and Load Calculations received from the developer.
- Procure electric materials for service to the project

Department/Division:

City Manager/Hercules Municipal Utility

Project / Program:

Underground Utility District Development

Project / Program Lead:

Bob Streich

Project / Program Description: Sycamore Crossings Underground Utility District

Status: HMU is assisting in preparing a draft “Sycamore Crossings Underground Utility District” for the purpose of converting the existing electric overhead lines to an underground system on San Pablo Ave. between Sycamore and Tsushima. HMU is also working with the PG&E Rule 20a Coordinator to begin discussions on the development of a project. Staff will be placing this item on a future council agenda.

Next Steps:

- Prepare Underground Utility District Map, Staff Report and submit to city council for approval.
- Work with PG&E to confirm the scope and schedule of the underground conversion project.

Department/Division: City Manager/Hercules Municipal Utility
Project / Program: Regulatory Requirements
Project / Program Lead: Bob Streich

Project / Program Description: California Energy Commission Annual Reporting

Status: HMU submitted two reports to the California Energy Commission (CEC) this month.

- “Power Source Disclosure Program Reporting”, which describes the power content and type of resource that HMU purchased in 2012.
- “Greenhouse Gas Emissions Report” which identifies any electrical equipment owned by HMU that uses SF-6 gas as an insulating medium. Both of these reports are an annual requirement and have been submitted by HMU in the past.

Next Steps:

- No further actions required until next year.

Department/Division: City Manager/Hercules Municipal Utility
Project / Program: Preventive Maintenance
Project / Program Lead: Bob Streich

Project / Program Description: HMU Preventive Maintenance Program

Status: HMU staff continues to perform minor maintenance on the electrical facilities in its’ service territory. This includes visual safety inspections of vaults and equipment, weed abatement, graffiti removal and dewatering of vaults.

Next Steps:

- Continue performing minor maintenance tasks to maintain the safety and reliability of the HMU electric system.

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 May the department has brought in \$132,718.01 in revenue. Year to Date the department has brought in \$1,474,874.45 in revenue. For May the Departments monthly attendance was 15,412 participants.

Texas Hold ‘Em Fundraiser:

Please help support the Friends of the Hercules Senior Center and Parks & Recreation at the 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 / 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:

- 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 May the Child Care programs brought in a total \$38,255.02 in revenue. Day Camp – \$6,538.80; Hanna Child Care- \$13,960.58; Lupine Child Care- \$11,662.06 and Ohlone \$6,093.58. 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 May Tiny Tot Programs brought in \$10,320.10 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. For the Fall we will be running a NEW Jr. Kindergarten program 5 day a week, a MWF program and a T/TH program and they are all full.

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 – 77 enrollments; Piranhas-111 participants; Lap Swimmer – 1 to 5 swimmers per day. For the month of May Aquatic programs brought in \$24,899 in revenue. Upcoming Programs: EBSD Summer Membership, 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 May Recreation Classes brought in \$8568.78 in revenue and Recreation Admin brought in \$2765.41 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: Pee Wee Basketball league will be started 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 100 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 May Sports brought in \$9,730 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- 8 teams on Wednesday night.

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 May the Teen Center brought in \$10,520.90 in revenue.

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 May the Senior Center brought in \$3,750.41 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 May, facility rentals brought in \$14,612 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 3 Reserve Officers.

Status: The department has received numerous applications and will establish a pool of qualified applicants. We have recently hired one Reserve Officer and 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 Koepe

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 Koepe

Project/Program Description: Selective enforcement: The goal is to deter vehicle code violations and criminal activity throughout the city.

Status: On a daily basis, patrol personnel are increasing patrols in the residential neighborhood due to the increase in residential burglaries.

Next Steps:

- Continue to conduct high visibility patrols offset with undercover operations and surveillance.
- 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 COPS Hiring Grants that if approved will increase the number of sworn personnel. The goal is to apply for at least four officers from the COPS Community Policing Grant. The term of the grant is 3 years with matching funds.

Status: We have received information for the 2013 COPS grant application process.

Next Steps:

- Outline cost for the number of officers requested to include the funds needed to fulfill the grant requirements.
- Complete grant and apply by the May 22, 2013 dead line
- Police personnel researched the upcoming COPS grant, due to the requirements of the grant we will not pursue this funding

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:
Project / Program:
Project / Program Lead:

Police Patrol
Parking Enforcement
Commander Koepp

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:
Project / Program:
Project / Program Lead:

Police Administration
School Safety
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-complete
- Institute safety procedures - Pending
- School/Law Enforcement/Fire-EMS role during a critical incident

Division:
Project / Program:
Project / Program Lead:

Patrol Division
Traffic Calming
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. Parents and driving students have adapted very well to the new route.

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
- Preplan for 2013-14 school year