

**City Manager's Bi-Weekly Report  
March 28, 2014**

**Phil Batchelor, Interim City Manager**



**OFFICE OF THE CITY MANAGER**

**Hercules Municipal Utility Sale** – We will know in the next few days whether or not we can proceed with the sale of the Hercules Municipal Utility to PG&E, currently scheduled to close on April 10, 2014. If enough bonds have been tendered, then we will proceed with the sale as planned.

**City Audits** – Progress has been made in catching up with City audits. The audit for Fiscal Year 2011-12 was signed off this week. Outside auditors, Gallina LLP, are currently reviewing the Fiscal Year 2012-13 audit, which should be completed in the next few weeks. Once the FY 2012-13 audit is completed, the City will be up to date.

**Employee Recognition and Reward Program** – At the March 11, 2014 City Council meeting, the Council unanimously supported management's recommendation for the creation of a Recognition and Rewards Program to acknowledge the dedicated and selfless efforts of staff and to acknowledge and reward meritorious performance. The program was immediately implemented and staff has submitted their nominations of their peers for recognition in the following categories:

- **Excellent Public Service Award** - for an employee who consistently provides excellent public service by displaying tact and diplomacy in dealing with others and puts forth an extra effort to provide competent, courteous and responsive service to the public.
- **The Extra Mile Award** - for an employee who continuously goes above and beyond expectations and gives of their time and talents to support their coworkers and consistently contributes a helping hand whenever and wherever needed.
- **The Spark Plug Award** - for an employee who is positive, proactive and inspires and uplifts others by the enthusiastic and optimistic way that they interact with others.
- **The Innovation/Creativity Award** - for an employee who generates new ideas, creative solutions, and constantly strives to improve the effectiveness and efficiency of their work.

A luncheon has been scheduled for May 7, 2014 to recognize those receiving awards. No City funds will be used for this program, as the City Council and Department Directors have graciously offered to underwrite the program with their own funds.

**ADMINISTRATIVE SERVICES**

The regular City Council meeting of March 25, 2014 was cancelled; however, the Council held a Special Meeting to conduct interviews of applicants for the Planning Commission and Community and Library Services Commission. Appointments to fill Commission vacancies and expiring terms are scheduled for consideration at the April 8, 2014 City Council meeting.

**PLANNING DEPARTMENT**

**Planning Division**

**Safeway Development** – staff has been working with representatives from Property Development Centers, LLC regarding the submittal of development applications for the construction of a Safeway and other commercial stores at the Sycamore Crossing site. Completed application packets are expected to be submitted on March 31, 2014, as required by the first amendment to the amended and restated purchase and sale agreement.

**Planning Commission Meeting** - The regular meeting of the Planning Commission scheduled for April 7, 2014 has been cancelled due to a lack of items. The next meeting of the Commission is scheduled for April 21, 2014.

**Building Division**

Number of permits issued----- 19  
Building permit fees collected----- \$4,195.39  
Number of inspections----- 33

**PUBLIC WORKS DEPARTMENT**

- Staff continues to work with Ducks Unlimited on the Chelsea Wetlands Restoration Project.
- Street light damaged on San Pablo Avenue at Tsushima in traffic accident, removed by staff for replacement.
- Installation of LED replacement lights continues in the Victoria by the Bay Development.
- PG&E and staff continue to repair streetlights in various locations throughout the City.
- Staff continues to work with State Water Resources Control Board on Waste Water Treatment Plant upgrades.
- Staff continues to meet with WCCIWMA on solid waste issues.
- Staff working with various developers on future developments.
- Staff met with Contra Costa Mosquito and Vector Control representatives to identify and address problems on City property.
- Staff continues to identify possible solutions to address derelict buildings.

**Engineering Division**

ACTIVITIES:

- Intermodal Transit Center - SF Bay Trail Project No. 63001A – Construction in Progress
- Victoria Crescent Development – reviewing Final Map for development
- EBMUD – Planned Water Service Repair – project ongoing
- Pavement Survey Report: Pavement Management Technical Assistance Program (P-TAP) Round 14 Grant - In December 2012, the City was awarded \$14,640 through MTC’s P-TAP Round 14 Grant to conduct a citywide pavement condition survey and certify the City’s Pavement Management System. AMS Consulting was retained by MTC to 1) conduct the field survey in

the fall of 2013, 2) to update the City's database in MTC's StreetSaver System and 3) to prepare a Pavement Condition Survey Report.

- Landscape & Lighting Assessment Districts – Staff is in the process of retaining the services of an outside consultant to prepare the engineer's reports required by the Landscaping and Lighting Act of 1972. The reports will describe the improvements maintained, cost estimate and assessment diagrams for each district in order to post the L&L assessments to the County Assessor's Tax Roll.
- Posting of Sewer Service Charges for FY 2014/15 - Under California Government Code, assessment, charges, fees and special taxes must be posted annually to the County Assessor's Tax Roll. Staff is working with LCC, Inc. in preparing notices to property owners and posting of the annual Sewer Service Charges to the County Tax Roll for Fiscal Year 2014-2015.

### **PARKS AND RECREATION**

The Parks & Recreation Department offers a wide variety of recreation classes and programs that cater to all ages and help to promote a healthy lifestyle. Classes and programs provide a great opportunity to have fun and exercise while interacting with others in a safe environment. A sampling of classes offered is provided below. For additional information, to access a full listing of classes and programs or to register, please visit the City website at [www.ci.hercules.ca.us](http://www.ci.hercules.ca.us).

#### **Upcoming Events**

- **Recreation Expo** - Come to this free event on Sunday, April 13, 2014, 10:00 a.m. -2:00 p.m. at the Hercules Community Center and take a look at all of the programs and services that Hercules Parks & Recreation will be offering for spring and summer 2014! Meet summer day camp staff, aquatics staff, and recreation class instructors and try out a demo of most classes and even get your questions answered in person. Tickets will be available for purchase for great raffle prizes! On this day only receive 10% off programs/classes that are paid in full!
- **Refugio Valley Park is a Macy's "Heart Your Park"** - The City of Hercules Parks & Recreation Department is proud to announce a new partnership with Macy's and the National Recreation and Park Association to help raise funds for local parks nationwide. Every dollar raised is matched by Macy's, up to \$250,000. Refugio Valley Park has been selected for this great program, introduced as part of Macy's "Secret Garden" campaign that aims to raise awareness and dollars for local parks. From March 7th to March 31st, customers at Macy's Hilltop can donate \$1 or more at the register, with 100% of the donations benefiting Refugio Valley Park.
- **New Farmer's Market** - The Hercules Certified Farmer's Market will be opening on Saturday, May 3, 2014, 3:00 p.m.-7:00 p.m. at Refugio Valley Park. All interested vendors who would like to participate please call Joe Aliotii, Market Manager, at 831-905-1407.
- **5k/1 mile Fun Run and 4th of July Parade** – The Hercules Rotary Club is facilitating a 5k and 1 mile fun run and parade on Friday, July 4, 2014. Celebrate your 4th of July with the inaugural Hercules Dynamite 5K Run/Walk. The certified and timed 5K (3.1 mile) and 1 mile distances are flat, fun and perfect for all levels of runners or walkers. Stay afterwards and enjoy the post

race Expo, refreshments, awards and the 4th of July Parade. Receive a custom event shirt when you register by June 16th. For more information and to register for the event, visit <http://www.active.com/hercules-ca/running/races/hercules-dynamite-5k-run-2014>.

**Facilities:** The City of Hercules offers several conveniently located facilities to rent for your meeting, wedding reception, graduation, retirement or baptism. Visit the City website at [www.ci.hercules.ca.us](http://www.ci.hercules.ca.us) or call 799-8291 for more information on facility locations, dates and amenities offered at each location.

**Seniors/50+:** Come to the Senior Center to enjoy the CC Café, or to participate in an Art Class, Card Club, Ping Pong, Tai Chi, Zumba Gold, Low Impact Exercise Classes, Dance Club, or Hula Dance. Your annual membership of \$20.00 gives you access to over 30 classes and programs at a discounted rate.

- **Annual Texas Hold'Em Fundraiser** – The Friends of the Hercules Senior Center are holding their 2<sup>nd</sup> Annual Texas Hold'Em Fundraiser on Saturday, April 26, 2014. \$60 buy-in. For more information visit <http://friendshscpoker.eventbee.com> or call (510) 592-4374.

#### **Aquatics:**

##### **Lap Swim**

Monday-Friday- 6:00-7:00 p.m.

Ages: 14+

Fees: Resident- Youth & Senior \$4/ Adult \$5

Non-Resident- Youth & Senior \$5/ Adult \$6

##### **EBSD Year Round Membership**

Dates: 10/1/13-9/31/14

USA Registration Fee: Year Round Swimmer \$80 (made payable to EBSD)

Code: 52200-G-L

Spinners: M-TH, 6:30-7:00 p.m., \$66

Intermediate: M-F, 5:00-6:15p.m., \$83

Advanced: M-F, 5:00-6:30/7:00 p.m., \$94

##### **Individual Swim Lessons**

Dates: 3/31-4/11, 4/28-5/29

Ages: 3+

Days: M, T, TH, F

Fees: \$158/\$178

##### **Aqua Zumba**

Dates: 4/2-4/30

Times: 7-8:00 p.m., Wednesday

Fees: \$40/\$50

### **Lifeguard Training Class**

Dates: 4/8-4/10

Times: 9:00 a.m.-5:00 p.m.

Days: T/W/Th

Fees: \$208/\$218

### **Piranhas Swim Team**

Dates: 4/28/14-8/8/14

Deposit Fee: \$200 (made payable to HPST)

1 swimmer \$364

2 swimmer \$627

3 Swimmers \$789

4 swimmers \$985

5 swimmers \$1145

**Parks & Recreation Activity Guide & Banner Programs:** Applications for advertisement in the March 2014 edition of the Parks and Recreation activity guide are now being accepted. Applications are also being accepted for remaining open spots in the Banner Program for April 2014. Please contact Andrea Mendez at (510) 799-8290 or email [amendez@ci.hercules.ca.us](mailto:amendez@ci.hercules.ca.us) for additional information or to submit applications.

### **Licensed Before & After School Child Care:**

What are the benefits of our licensed programs?

- They provide a safe and nurturing environment
- They provide a qualified and mature staff
- All lead staff members have training in school age programming through accredited colleges
- They provide a 1 staff to 14 ratio, not to exceed 28 children per classroom
- All staff have passed a Livescan/Background check

**Don't forget to sign up for the upcoming Spring break camp from 4/7/2014- 4/11/2014. Please make sure to register early to reserve your space and to insure that there are enough participants to run the camp.**

**Teens:** Our goal is to provide programming that will 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 ownership and belonging to the community. We accomplish this through the many enjoyable programs and activities available at the Teen Center, "T.H.E. S.P.O.T." (Teens of Hercules Empowering through Spirit, Perseverance, Outreach, & Teamwork) located at 2007 Refugio Valley Road. Registration is now being accepted for the Fall S.P.O.T. Before and After school program.

- **Don't forget to sign up for the upcoming Spring break camp from 4/7/2014- 4/11/2014 please make sure to register early so you get your space and we have enough to run the camp.**

- **Egg Hunt** - The Hercules Teen Youth Council (T.Y.C) is bringing you the 8th Annual Spring Egg Hunt! Children will enjoy timeless spring activities such as arts and crafts, face painting, and everyone's favorite, an egg hunt! Bring your favorite egg basket and come join us for this Hercules tradition! Saturday, April 19, 2014 from 10:00 a.m. - 1:00 p.m. at the Hercules Senior Center, 111 Civic Drive. Admission: \$5.00

**Sports:** We offer sports and other positive leisure activities for patrons of all ages. Our recreation programs help promote a healthy lifestyle, while providing an environment in which people can enjoy themselves. Whether it is recreation team sports you are seeking, or an individual leisure activity/hobby, the City of Hercules is proud to offer it. A complete listing is available through the City website at [www.ci.hercules.ca.us](http://www.ci.hercules.ca.us).

- Currently taking signups for our Pee Wee Basketball League for ages 7-9
- Also taking signups for spring break camps and shooting clinic

**Tiny Tots & Little Learners:** A great introduction to your child's "First Learning Experience". They will have fun making their first school friends, learning through play, games, arts, crafts. Our loving and qualified staff will guide them with socialization and self-help skills. Children have so much fun, they do not realize they are learning! Our program runs along with the school year from September-June. Come see what keeps our children smiling! Children must be completely toilet trained.

- Tiny Tot program has a 5 day Jr. kindergarten program
- A M-W-F Pre K program
- A T/TH Little Learner Program

**Recreation Classes:** We are now taking registration for many new and exciting recreation classes that cater to all ages and help to promote a healthy lifestyle. Our classes provide a great opportunity to have fun while interacting with others in a safe environment. To access a full listing of classes or to register, please visit the City website at [www.ci.hercules.ca.us](http://www.ci.hercules.ca.us).

## **POLICE DEPARTMENT**

**Selective Enforcement:** The Police Department's goal is to deter speeding and stop sign violators. On a daily basis, patrol personnel are enforcing vehicle code violations in specific areas as well as other identified areas in the City. The Police Department will continue to be proactive in an effort to make Hercules a safer place to drive, walk and bike.

**Armed Robbery:** The Police Department is asking for the community's assistance in solving the following case:

On March 22, 2014 at 11:47 a.m., an officer was dispatched to Rodeo to take an arm robbery report. The incident had occurred at 10:30 a.m. in the 1200 block of Willow Ave., however, the victim returned to his residence in Rodeo, before contacting the police. The victim said he was walking in the 1200 block of Willow Ave., when two adult males approached him. One of the males pointed a handgun at him and struck him in the face. The other suspect took his wallet, containing cash and I.D. The suspects were last seen running towards a complex in the 1200 block of Willow Ave. Suspects were described as two African American males, in their early 20's. Suspect 1 is described

as being 6 feet tall, slim, dark completion, wearing a camouflage jacket, with hood. Suspect 2 is described as having a dark completion, 6 feet tall, slim, and wearing a brown jacket with hood. An area check was done with negative results. If you have any information regarding this robbery, please contact the Hercules Police Department immediately at (510) 724-1111.

### **A BIT OF INFORMATION**

**Hercules Police Department Online Crime Reporting:** In our effort to provide the community with the best possible service, we established this feature in order to provide 24/7 reporting capability for certain types of police reports. This system not only allows you to document certain crimes and incidents from a computer at the date and time of your choosing, but enables us to gather valuable intelligence and stolen property data which is often helpful in solving cases and responding to trends in criminal activity. **This system is only intended for crimes or incidents that occurred within the city limits of Hercules.** To access on line reporting, go to the City of Hercules website, [www.ci.hercules.ca.us](http://www.ci.hercules.ca.us), select Police from the drop down Department menu, click on **Online Reporting** and following the directions. Using our Police Online Citizens Intelligence Reporting System you can report the following incidents:

Harassing Telephone Calls, Hit and Run, Identity Theft, Lost Property, Theft, Vandalism, Vehicle Burglary or Vehicle Tampering

**Take Notice:** All reports filed online will be reviewed by our department. Upon review, if further investigation of your case is needed, you may be contacted for additional information.

*Filing a false police report is a crime and in violation of California Penal Code Section 148.5, which prohibits the filing of a false report of a criminal offense. **DO NOT** file a false police report.*

**Emergency Preparedness:** The City of Hercules has prepared an Emergency Operation Plan in order to provide the community with effective preparation should an emergency occur. The City coordinates City facilities, assigning specific tasks to personnel, while specifying the policies and general procedures that are relative to emergency preparedness. While we all realize it is virtually impossible to prevent disasters, a plan engineered by knowledgeable and well-trained personnel can help ensure that any losses in an emergency situation will be at their most minimal.

For more information go to the Hercules Police Department website and click on Emergency Preparedness.

### **5 Tips for Driving in the Rain:**

1. **Think.** “Many people drive subconsciously, out of habit. When it rains, drivers often don’t adjust their thinking.” When conditions are less than ideal, drivers need to stay alert and focused on what’s going on around them.
2. **Turn on those headlights.** It’s the law in all states to turn headlights on when visibility is low. Many states also require turning headlights on when windshield wipers are in use. Well-working wipers and relatively new (not threadbare) tires also are must-haves when driving in rain.

3. **Beware of hydroplaning.** That's the technical term for what occurs when your tires are getting more traction on the layer of water on the road than on the road itself—the result is that your car begins to slide uncontrollably. It's easy enough to hydroplane. All you need is one-twelfth of an inch of rain on the road and a speed of more than 35 miles per hour. If you start to hydroplane, let off the accelerator slowly and steer straight until you regain control.
4. **Turn off cruise control.** Ironically, on rain or snow slick surfaces, cruise control may cause you to lose control. You might think it will help you stay at one steady speed, but if you hydroplane while you're in cruise control, your car will actually go faster.
5. **Slow down.** Speed limit signs are designed for ideal conditions, meaning driving when you have little traffic and good visibility. That's hardly the environment you're driving in when it's raining, so let up on the accelerator and allow more time to get to your destination.

**HERCULES POLICE BI-WEEKLY STATS – March 13, 2014 – March 26, 2014**

Calls For Service	657
Reports	72
Traffic Cites	30
Parking Cites	29
Adult Arrests	23
Juvenile Arrests	1
Arsons	0
Domestic Violence Reports	1
Hate Crimes	0
Towed Vehicles	11
Part 1 Crimes -Total	18

Part 1 Crimes Broken Down	---
Homicide	0
Rape	0
Robbery	2
Assault	5
Burglary	4
Larceny	5
Motor Vehicle Theft	2

## UPCOMING EVENTS\*

**Hercules Planning Commission Meeting** – Monday, April 7, 2014 - **CANCELLED**.

**Hercules City Council Meeting** – Tuesday, April 8, 2014, 7:00 p.m., Hercules City Hall, Council Chambers

**Recreation Expo.** - Sunday, April 13, 2014, 10:00 a.m. - 2:00 p.m., Hercules Community Center, 2001 Refugio Valley Road, Hercules – Free Event

**Community and Library Services Commission Meeting** – Monday, April 14, 2014, 7:00 p.m., Hercules City Hall, Council Chambers

**Teen Youth Council – 8<sup>th</sup> Annual Spring Egg Hunt Event** – Saturday, April 19, 2014, 9:00 a.m.-12:00 p.m., Hercules Senior Center, \$5.00 per child

**Citywide Annual Garage Sale** – Saturday, April 26, 2014, 8:00 a.m.-3:00 p.m., co-sponsored by the City of Hercules and the Hercules Sister City Association. Deadline to register is Thursday, April 10, 2014. For more information, call (510) 724-7063.

**Hercules Certified Farmer's Market** - Saturday, May 3, 2014, 3:00 p.m.-7:00 p.m., Refugio Valley Park, Hercules

*\*Events are subject to change. Please visit the City Calendar available on the City's website for the most up-to-date information.*