

## CITY MANAGER'S REPORT

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APRIL 21, 2014

For additional information on any of the items in this report, please see Contact List at the end of this report.

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**FIND AND FIX LEAKS:** Silent leaks allow water and your money to go down the drain. If you suspect a water leak, one of the easiest ways to detect leaks is to observe your water meter.

Here are the steps to take:

- Turn off all water in the house and yard.
- Locate your water meter. It is usually in the sidewalk in front of your house under a metal lid.
- Lift the cover on the meter box and lift the cover on the meter dial.
- If the little black triangle on the meter is moving and all the water is turned off, you have a leak.

Determine if the leak is inside or outside your house:

- Shut-off the main water valve to the inside of your house.
- Check the meter again.
- If the black triangle doesn't move the leak is inside your house.
- If the black triangle is still moving the leak is somewhere outside your house.

Possible Leak Causes:

- Faucets
- Toilets
- Broken water pipes in the concrete foundation of your house
- Irrigation systems



Fixing leaks is an easy way to save water. For more information on finding and fixing leaks go to [h2ouse.org](http://h2ouse.org) – *Public Works*

**KNOW YOUR INTERNET CHILD:** Did you know that 75% of kids ages 13-17 have a profile on one or more social media websites? Did you know children spend an average of 7½ hour per day with media and technology?

Benicia Police Department and Benicia Unified School District are hosting a Digital Citizenship Parent Night on **Wednesday, April 23** at 7:00 PM at the Benicia High School Performing Arts Building, 1101 Military West. Benicia High and Benicia Middle School parents and guardians are invited to attend an evening workshop giving them the opportunity to learn local trends in adolescent digital use and tip on how to partner with their children to help them navigate the digital world responsibly and safely.

For more information, contact Kelli Leiner at 707.747.8300x1905. – *Police Department*

**Know Your Internet Child™**  
Digital Citizenship Parent Night

Hey, families!

Did you know?  
-75% of kids ages 13-17 have a profile on one or more social media websites?  
- Children spend an average of 7 ½ hours per DAY with media and technology?

With technology growing at such a rapid pace, are you wondering how to keep your kids safe in this new digital age of texting and social media?

Middle and High School school parents and guardians are invited to attend an evening workshop presented by the Benicia Police Department in partnership with Benicia Unified. Parents and guardians will be given another opportunity to learn local trends in adolescent digital use and tips on how to partner with their children to help them navigate the digital world responsibly and safely.

Wednesday, April 23,  
2014  
7:00 PM  
Benicia High School PAB

For more information, contact:  
Kelli Leiner  
747-8300 X1905

**CITY OF BENICIA JOB OPPORTUNITIES:** The Human Resources Department is accepting applications for the following positions:

- [Lifeguard seasonal](#), closing **April 25**
- [Seasonal Park Worker](#) – Part Time, closing **May 2**
- [Police Officer – Lateral](#), open continuously

To apply, the application and supplemental forms can be filed online at: <http://agency.governmentjobs.com/benicia/default.cfm>. City of Benicia employment applications may also be obtained from and must be returned to the Human Resources Department at 250 East L Street, Benicia.



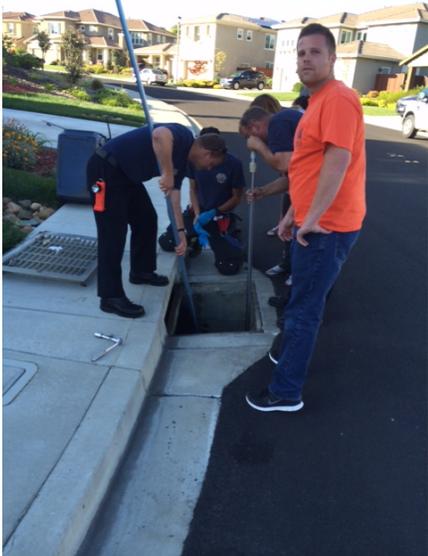
These job opportunities are open to any current City of Benicia employees (full or part time) as well as the general public. If you know of someone who may be interested in applying, please let them know. – *Human Resources*

**TEEN POETRY SLAM:** Benicia Public Library invites you to the Teen Poetry Slam on **Friday, April 25** at 5:00 PM. The Dona Benicia Room will be transformed into a coffee house in order to listen to teen poetry.

Teens: Bring your favorite poems to read or choose a poem at the event. (If you would like to participate in the SLAM, please bring 3 original poems to perform.) More information is available at [www.BeniciaLibrary.org](http://www.BeniciaLibrary.org) - *Library*



**UNIQUE RESCUE:** Late in the afternoon on April 18, the fire crew at Station 12 was alerted to a unique situation in a Waters End neighborhood; concerned neighbors pointed out the location where 6-ducklings had fallen into a storm drain and had become trapped.



neighbors pointed out the location where 6-ducklings had fallen into a storm drain and had become trapped. After making an assessment, the crew contacted the Fire Chief to discuss options. In response, the Chief contacted on-call Public Works staff to assist in providing access to the storm drains while fire personnel borrowed swimming pool nets from neighbors and fabricated a scoop using a plastic container and a broom handle.



The ducklings were then coaxed into a catch basin, allowing the crew to use the fabricated scoop to remove the ducklings one at a time.

The rescued ducklings were then placed in a crate to ensure they would not reenter the storm drain, and neighbors contacted the Lindsay Wildlife Museum for guidance on reuniting the ducklings with their mother, who had been circling the operation from afar.  
– Fire Department

**FUN EVENTS AT THE LIBRARY:** Not all of the Library’s Children’s programs are related to school. April and May events will be both fun and educational.



Hands-On Science is scheduled for **Tuesday, April 29**, 3:30-4:45 PM, for ages 5-8. This event will feature several different science or engineering tasks. They’ll be building, doing a dinosaur-themed activity, and more. Even their snacks will have a science theme!

On **Wednesday, May 14**, 3:00-5:00 PM, will begin the second annual Spelling Bee. Last year’s was a lot of fun, with some astonishingly good spellers and some people who participated on the spur of the moment. If you want to practice, the word lists and more details about the rules are available at the Desk at the Library. On the day of the Bee, there will be three separate spelling bees:

- 3:30-4:00 PM for grades 1-3
- 4:00-4:30 PM for grades 4-6
- 4:30-5:00 PM for grades 7-8

A prize will be awarded in each age group. More info is available at [www.BeniciaLibrary.org](http://www.BeniciaLibrary.org). – Library

**UPDATE FROM PUBLIC WORKS:** Take a look at what the Public Works Department has been up to in March and April. Maybe they were in your neighborhood?

**Maintenance Streets:**

- **Paving**– Twelfth Street alley, trench at East Second Street driveway
- **Patch Paving**– Park Road at Industrial Way, West E Street at Lucca’s, Corporation Yard
- **Potholes**– Crew repaired various potholes throughout city
- **Concrete**– Stop sign at Dempsey Court
- **Signs**– First Street, Mary Court, Park Road, alley at West Second Street, East Second Street, Columbia Circle, Cooper and Cambridge Drive, Hasting Drive, Dempsey Court, McAllister Drive, Piercy Drive, East Fourth and East O Street, East N Street, Thomas Drive, West Third Street, Chelsea Hills and Hastings Drive. Remove and replace bike route and bay trail signs at West Third and West H Street, school sign at Military West and West Tenth Street.
- **Tree Trimming**– Snapdragon Place, Orchid Court, Thomas Drive, Solano Way, Chelsea Hills and Hastings Drive, East J, East K and East L Streets.
- **Graffiti Removal**– West Ninth Street
- **Special Events**– Public Works Department provided the participants of Benicia’s First Citizens’ Government Academy an increased understanding of the organizational structure, operations, and tour of the various divisions within the department
- **Miscellaneous**– Staff completed two safety training courses, Corporation Yard clean up, Street Shop clean up, and preparation of rain and storm mitigation (storm drain cleaning, barricades, sand bags for residents)



**Maintenance – Sewer:**

- **Customer Service Calls**– 400 East O Street, Carolina Drive, 800 West I Street, 1200 Monte Vista, 600 Military East, 600 Belvedere Drive, 500 Iris Court, 700 West H Street
- **Lift Station Cleanings**– Park Road, Industrial Way, Teal Court, Benicia Industries
- **Repairs and Improvements**– 400 East O Street, West Eighth at H Street
- **Closed Circuit Line Televising**– Belvedere Drive, Iris Court, West Eighth Street
- **City Wide Line Cleanings**– Call response 345' Scheduled 7,610'

**Wastewater:**

- Crews responded to seven leak repair calls and one low pressure call
- Leak detection at Jackson Street and Laurel Court
- Crew assisted the Fire Department with hydrant maintenance. Low pressure zone one, found closed valve.

### Wastewater Treatment Plant Projects:

- In the month of March, Staff continued a couple of projects; belt press conversion, out with the old in with the new gas, and water lines. Air lines have been put on hold temporarily, while waiting for parts. This will run through March and into April as reported in last report

### WWTP Maintenance:

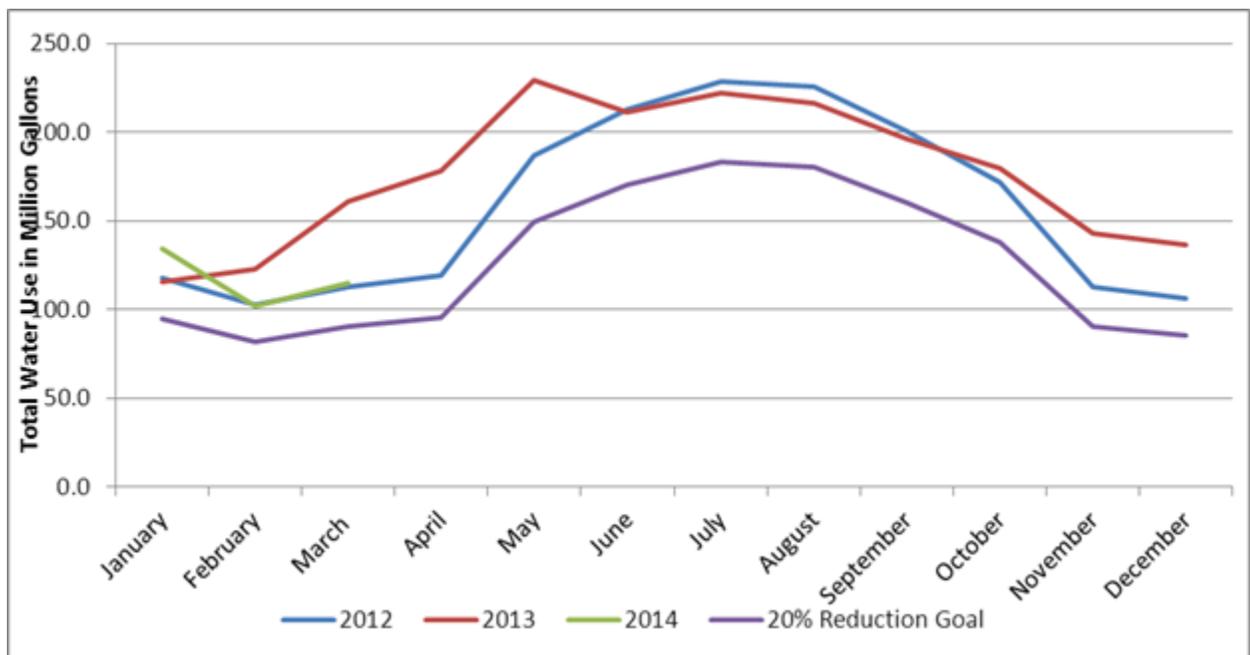
- Staff performed 68 preventive maintenance tasks as well as closing out five corrective maintenance work orders

### WWTP Plant Performance:

- The Plant processed 72.58 million gallons of raw wastewater with no permit exceedances
- Nutrient pollution removal; BOD = 98.6% TSS = 98.5%

### Water:

- **Water Usage**– Below is the current usage of treated water (MG) in the City through March as compared to usage in 2012 and 2013. The purple line shows the usage if customers conserved 20% of their usage:



### Water Supply Procured Since January 1, 2014:

- State Water Project (North Bay Aqueduct) – 1,099 acre-feet
- Solano Project Water (Putah South Canal) – 666 acre-feet

### Water System Operations & Maintenance:

- Repaired the chlorine gas secondary containment (#2) door mechanism
- Replaced SCADA telemetry base radio at the WTP
- Painted Cordelia Pump Station motor control center cabinet
- Replaced sodium hydroxide chemical feed meter
- Placed into service the Kearney Street pressure reducing valve station
- Inspected seven pressure reducing valve stations
- Replaced chemical feed plumbing (Plant Influent Improvement Project)

-Public Works

**YOUTH COMMISSION RUNS & CHEERS FOR THE BENICIA EDUCATION FOUNDATION:** Benicia Youth Commissioners supported their schools and fellow Youth Commission members at the Benicia Education Foundation Run for Education on Sunday, April 6. Commissioners were registered to run in the 5K and 10K races, and serve as course aids/cheering squad for the Kids 1-mile Fun Run. Commissioners crafted entertaining neon signs of encouragement (see photos), practiced cheers and chants, and wore their new bright teal BYC shirts and gray sweatshirts. These volunteers were most looking forward to running the end of the course with the final runner and passing out ribbons to finishers. – *Parks & Community Services*



**POLICE DEPARTMENT MONTHLY REPORT AVAILABLE:** The Benicia Police Department's monthly report for March is now available. It contains a monthly wrap-up of Community Services, Professional Development, Statistics, and Interesting Case Summaries. [Click here](#) to read more. – *Police Department*

**HILLMAN RECEIVES COMMUNITY POLICING MEDAL:** Recently, Blanche Hillman was presented with a Community Policing Medal from Police Chief Andrew Bidou in recognition of her quality work. Here are some examples:



Over the 2013 Holiday Season, Blanche coordinated the Benicia PD Family Resource Center efforts to provide for many less fortunate families in the City of Benicia. Knowing the FRC couldn't provide for everyone she put a lot of time and effort to identify those families most in need. Once these families were identified Blanche worked closely with Northgate Church, the Benicia Police Officers' and Dispatchers' Associations, Benicia City employees and local elementary schools to help provide for the families. In all,

Blanche coordinated Thanksgiving meals for sixteen (16) local families and then arranged for Christmas meals and gifts for twenty-nine (29) local families. Blanche oversaw the process through the final delivery.

Blanche received a last minute request from a family during Christmas who had nothing to give their child on Christmas morning. This was challenging as the Christmas coordination had already been completed, but again, Blanche went to work and found a way to help this family. Blanche contacted the Benicia Fire Department and their Toys for Tots program. They were very generous and provided many gifts for the child who would have had nothing, if Blanche had not taken the time to secure the gifts.

This last example speaks to Blanche as person, and is just a small example of the compassion and dedication she has for her profession and our community. Congratulations Blanche! – *Police Department*

**UTILITY BILL PAYMENT PROCESSING:** In a continuing effort to identify ways to improve operating efficiency, the Finance Department is implementing an automated remittance payment processing system for water and wastewater utility payments. Currently, staff manually processes approximately 4,800 customer payments each month for water and wastewater billings.

An alternative to this manual process is utilization of a third party remittance payment processing (lockbox) service. With a lockbox service, payments are mailed to a post office box, picked up directly and processed that same day by the service provider utilizing high speed check scanning equipment. The cost of this service is approximately \$14,000 per year and will be funded from the Water and Wastewater enterprise funds. Information regarding the automated payment processing system will be included in customer bills beginning in June 2014 and will continue for two months until all customers have been notified. It is anticipated that the new system will be operational for utility bills issued after June 1. – *Finance*



**BUSINESS PROFITABILITY TRAINING:** The Solano College Small Business Development Center (SBDC) will be conducting a Retail Profitability Tactics workshop for small to medium retail business owners in Benicia on **Tuesday, May 6** at the Benicia Community Center, 370 East L Street. Check-in begins at 12:45 PM, and the workshop will begin promptly at 1:00 and end at 5:00 PM.



Consumer psychologist and retailing consultant, Bruce D. Sanders, Ph.D. will present techniques for setting prices, launching sales promotions, increasing the size of the purchase, changing shoppers' preferences, and ensuring customers return soon. Each participant will

receive a copy of Dr. Sanders' book [Retailer's Edge: Boost Profits Using Shopper Psychology](#).

The project is graciously funded by a community development grant from the Wells Fargo Foundation to the SBDC. Because of the Wells Fargo Foundation sponsorship there is **no fee** for participation by owners or operators of small to midsize retail businesses, but enrollment is limited to **20** retailers and advance registration is required.

As a bonus, follow-up one-on-one counseling by SBDC Business Advisors will also be available at no cost to help retailers implement the strategies learned in the workshop. [Click here](#) for more information or call 707.864.3382. - *Economic Development*

**LIVE FIRE TRAINING:** Over a period of several days, the Vacaville Fire Department



conducted live fire training in a donated structure. During these sessions, personnel from various agencies were able to participate in this valuable training, including members of the Benicia Fire Department.

In addition, Captain Todd Matthews was participating with the instructor cadre. Captain Matthew's participation in these sessions was the final step in becoming qualified as a Live Fire Training Instructor. This qualification will allow him to coordinate and oversee future training opportunities that might occur in Benicia, which is an asset that will directly enhance the level of training our personnel will receive. - *Fire Department*





**WANTED! POET LAUREATE:** Benicia Public Library is on the hunt for the next Benicia Poet Laureate. Applicants must be a resident of Benicia who will provide a focus for the appreciation and dissemination of poetry in Benicia. The two-year term begins July 1, 2014. [Click here](#) for the applications and more information or contact the Benicia Public Library at 707.746.4343. The application deadline is **June 1**. – *Library*

**NEW BENICIA BUSINESSES:** The following is a list of new business license applications for newly licensed businesses or businesses with new locations or owners. Please stop by and make them feel welcome:

- **Femmage** — 946 d Tyler Street, owner: Anna Hammes
- **Tina Marie's** — 131 C First Street, owner: Tina M. Galarza
- **CDM Field Services, Inc.** — 940 Tyler St. #23, owners: Steve and Cameron Smith
- **Powell and Associates, Inc.** — 560 First St. #B-203, owners: Troy and Wade Powell
- **Vitroval USA** — 6420 Goodyear Road, owner: Ernesto Palop
- **Immy, Inc.** — 538 D Stone Road, owner: Douglas Magyari
- **Chic Photography** — 960 Grant St. Suite D, owners: Chester and Latina Chichester
- **NKS Cigarettes For Less** (new owner only) — 191 E Military East, owners: Arun Neupane and Pragisha Shrestha

- *Economic Development*



**DESSERT WARS:** The Benicia Library Foundation presents the first annual Dessert Wars. Who will win the title of the best dessert baker in Benicia? The battle takes place on **Wednesday, May 7** at 7:00 PM.

Enter in one of four categories: cookies, cakes/cupcakes, pies, unique desserts. Entry fee is \$10 per dessert, payable to the Benicia Library Foundation. Entrants are required to bring 2 dozen cookies, one cake, 12 cupcakes, two pies, or an equivalent amount for the unique desserts to the event at 6:00 PM in the Doña Benicia Room of the Library.



If your dessert is not battle worthy, no worries. There will be a \$5 per person and \$8 per family fee to taste cupcakes and vote for an audience favorite.

Entry forms are due by April 28. [Click here](#) for entry forms and more info. – *Library*

**BENICIA EMERGENCY RESPONSE TEAM GRADUATES ITS 28TH CLASS:** On April 12, BERT held a ceremony for its 28th graduating class. Graduation began with BERT volunteers arriving at the Fire Museum at 7:00AM to set up training props, and ended with a lunch sponsored by the SF Police Credit Union.



The twenty-two graduating students demonstrated their skills in portable fire extinguisher use, disaster medicine, rubble pile stabilization, search and rescue, and shutting off house electrical and gas systems. Fire Engineer Jeff Toynbee and Firefighter Ricardo Netro, evaluated the new BERT members while Division Chief Nicolas Thomas administered the Oath of Office. At the conclusion of the ceremony, BERT Program Director, Larry Whitney, addressed the class by saying, “You are now the most knowledgeable citizens on your block when it comes to disaster preparedness, well done.”

A special thanks to BERT’s Lead Instructor, Dennis Lowry, who organized the instructors and scheduled all of the activities for Class 28, and to all of the BERT members for making the graduation a success. – *Fire Department*



**HOT SUMMER / COOL MOVIES:** The Benicia Public Library invites you to the Friday Movie Night at 6:30 PM on **Friday, May 23, June 13, July 18, and August 29**. They will be showing great classic movies from the 30's, 40's, 50's, and 60's this summer. Come watch great films on the Library's big screen for free. – *Library*

**BENICIA ACC HOSTS FIRST BENICIA FILM FESTIVAL:** The Benicia Arts and Culture Commission hosted a very successful film festival on the weekend of April 4-6. The event was held at the Benicia Veterans Memorial Hall and at the Benicia Public Library.

On Friday, the very timely film “The Invisible War”, an investigative documentary about rape in the Military, was shown. After the film Dr. Catherine Novotny, a Staff Psychologist specializing in military sexual trauma spoke and answered questions from the audience of approximately 85.



Saturday highlighted many short films including high school student films, a film about VOENA’s trip to South Africa, and LunaFest which is a series of shorts produced and directed by women. Participants were able to pick and choose what films they wanted to see. There was enough free time in between movies for participants to take advantage of shops and restaurants on First Street.



Sunday’s event was held at the Library and highlighted two films about the wine industry by local filmmaker John Beck. This event attracted 120 attendees who were able to sample some of the wines that were mentioned in the films.

The Benicia Arts and Culture Commission would like to thank the following sponsors for helping to make this event a reality:

Benicia Magazine; Pedrotti Ace Hardware; Republic Services; Benicia Plumbing; Cullen-Sherry & Associates; DST Controls; Dunlop Manufacturing; Frances Harkins, CFP; Gavin & Schreiner Insurance; Kerry K Carney DDS; Pacific Rim Recycling; Scott Strawbridge; Jordan Real Estate; and Randy’s Mexican Bar and Grill.

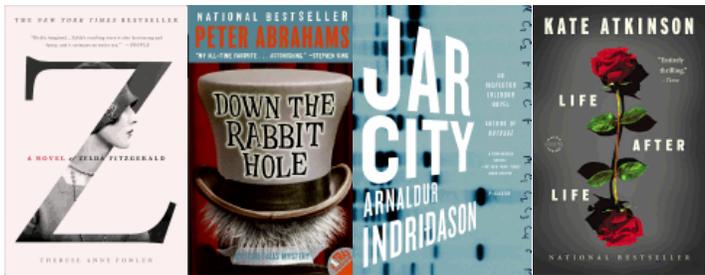
The Commission is discussing bringing this event back next year, and invites you to join them for at the Benicia’s Second Annual Film Festival!  
 – *Library*



**UPDATE ON BOOK CLUBS:** Benicia Public Library has many [book clubs](#). Here's info on the clubs and what they are reading:

Adult Book Clubs-

- **Noon Mystery Book Club** meets the first Wednesday of the month at noon. They are reading *Z: A Novel by Zelda Fitzgerald* by Therese Anne Fowler
- **Food for Thought Book Club** meets on the first Monday of the month at 7:00 PM. They are reading *Down the Rabbit Hole* by Peter Abrahams
- **Mystery Book Club** meets on the fourth Thursday of the month at 7:00 PM. They are reading *Jar City* by Arnaldur Indridason
- **Evening Book Club** meets on the third Wednesday of the month at 7:00 PM. They are reading *Life After Life* by K
- **Kids Books for Adults Book Club** meets on the third Tuesday of the month at 7:00 PM. They are reading *Down the Rabbit Hole* by Peter Abrahams



If you're interested one of these book clubs, contact the [Benicia Public Library](#) or sign up for their [newsletter](#). You can [borrow a set of books](#) for your book club's use and check them out for up to 60 days. Contact [Helaine Bowles](#) at 707.746.4358. – *Library*

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**CONTACT INFORMATION**

The City Manager's Report from City of Benicia City Manager Brad Kilger is published twice monthly. For additional information on any of the items in this report, please contact one of the following departments:

**[City Manager/Human Resources/Economic Development/I.T./City Clerk:](#)**

**707.746.4200**

**[City Attorney:](#) 707.746.4216**

**[Community Development:](#) 707.746.4280**

**[Finance Department:](#) 707.746.4225**

**[Fire Department:](#) 707.746.4275**

**[Library:](#) 707.746.4343**

**[Parks & Community Services:](#) 707.746.4285**

**[Police Department:](#) 707.746.4265**

**[Public Works:](#) 707.746.4240**