

CITY MANAGER'S REPORT

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OCTOBER 20, 2015

The *City Manager's Report* from City of Benicia City Manager Brad Kilger is published twice monthly highlighting the activities of the departments of our full-service city. Previous editions are available on the City of Benicia [City Manager's page](#). For additional information on any items in this report, please see [Contact List](#) at the end of this report.

**HAVE QUESTIONS ABOUT WATER CONSERVATION?** The Public works department has updated the response to more than 20 Frequently Asked Questions about water conservation in Benicia. Some of the hot topics are:

- Why is it important to conserve?
- Where does Benicia get its water?
- Why is this drought impacting Benicia so severely?
- When can I water?

**Benicia**  
**Keep Saving Water**

You can find the answer to those questions and more on the water conservation website [BeniciaSavesWater.org](http://BeniciaSavesWater.org). – *Public Works*

**MAINTAINING TREES DURING THE DROUGHT:** The drought is stressing landscape trees, particularly those that are not well established and acclimated to Benicia's extended dry season and strong winds. While the City of Benicia is actively reducing landscape water use and encourages residents to also do so, it is important to ensure that you provide sufficient water to enable the trees in your landscape to survive the drought. Information from the [California Urban Forests Council](#) and [SaveOurWater](#) provide useful insights to help keep your trees healthy during this extended drought. In addition, more information is available on the Benicia Tree Foundation website: [BeniciaTrees.org/programs/save-our-trees](http://BeniciaTrees.org/programs/save-our-trees). – *Parks & Community Services*



**Save Our Water  
and Our Trees!**

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**I**NTERNATIONAL WALK TO SCHOOL DAY:  
During the week of October 5 - 9, the Benicia Police Department participated in the annual Safe Routes to School Walk to School Campaign. Wednesday, October 7 was the International Walk to School Day. Police Officers and Police Volunteers cheered on the students and parents who chose to walk to school at Mary Farmar Elementary, Matthew Turner Elementary, Robert Semple Elementary and the Benicia Middle School.



Robert Semple once again had their week long

“walking school bus” that grew in size as the week went on. The students of Robert Semple would begin at the National Guard Armory on Hillcrest and walk to school picking up students along the way. This walking school bus was escorted by members of the Benicia PD to provide traffic safety at the cross streets along the way.



Also on Wednesday, Mayor Elizabeth Patterson and Benicia Police Chief Erik Upson walked with the students of Mary Farmar Elementary. Students began at West 9th Street Park and walked up and over the pedestrian bridge to Mary Farmar.

Some of the benefits of the walking school bus program are:

- Children who participate in walking school buses undergo a system of physical activity everyday by simply walking to/from school.
- If children already walk to school on a regular basis, the walking school bus provides a safer environment through the incorporation of adult supervision.
- The walking school bus saves parents both time and money that would often be spent on other forms of transportation.
- Schools that establish walking school bus programs help limit traffic and air pollution in their communities by decreasing the number of cars used to transport children to and from school.

The Benicia Police Department wishes to thank the Solano Transportation Authority and the Safe Routes to School Program for supporting this year’s event. —  
*Police Department*



**WATER TREATMENT PLANT PLC/SCADA UPGRADE:** Any time of day or night, open a faucet in Benicia and there it is, water provided by the Benicia Water Treatment Plan (WTP). Delivery starts with a multi-variable control process. Raw (untreated) water in millions of gallons per day is pumped here from reservoirs in Cordelia. On arrival, treatment begins immediately. Specialty chemicals, controlled to the milligram per liter, are mixed in and organic particulates are settled out, the water is filtered, and then disinfected. Finally, your water is distributed throughout the City by gravity or pump to reservoirs for temporary storage.

Under normal conditions a Benicia Water Operator needs to be aware of, and immediately responsive to over 1,700 operational control settings. Educated, trained, experienced and certified by the State Water Resources Control Board, a Water Operator has ultimate control of your water's drinkability; a lot of responsibility for one person. You might wonder, "Just how is it possible for one Water Operator to manage and control this complex and dynamic treatment system?" Answer: Advanced technology.



The professional Water Operator's tool of choice is a PLC laid into a SCADA formatted IV software system. The PLC (programmable logic controller) is the step-by-step link between various electro-mechanical systems, to a Supervisory Control and Data Acquisition computer program (SCADA), and industrial visualization (IV) software (visual representations of the entire water treatment and delivery process). Through this system the operator can make instantaneous adjustments to any part of the treatment process, start/stop pumps, or review charts of historical water trends to assist with decision making. Add to that a steady measure of

responsible, independent judgment from the operator, and you receive a continuous supply of clean drinking water.

As it goes with computer programming, the WTP's PLC and SCADA programming had become outdated, obsolete and unable to "communicate" with today's hardware and operating systems. An update was necessary. Not a "plug 'n' play or "copy to disc" type of retro-fit, the revitalized program required months of strategic pre-planning to specify materials and equipment, time to coordinate with engineers and technicians from three separate companies to remove, replace, and re-integrate the PLC program. The \$357,000 price tag for Benicia's WTP PLC Upgrade Project required a design engineer, a project manager, construction of a new PLC board (8' tall X 4' wide), and purchase and installation of the current version SCADA program from iFix V4.0 to iFix V5.8, as well as upgrading computers from Windows XP to Windows 7, and lastly, a tightly coordinated installation.

The WTP is normally operated continuously, 24 / 7 / 365, to ensure the delivery of a fresh water supply. However, on this Big Day, with all six reservoirs filled to capacity (not the norm) the WTP was shut down and de-energized for the design and construction team to replace the PLC board, and upgrade the operating entire operating system. Eighteen nerve wrenching hours later the WTP was returned to the Water Operators for startup. Step-by-step the install was live-tested, de-bugged, and the re-integration of individual operational began, successfully. Relief was the shared commodity as the re-starting of each and every flow controller, water quality analyzer, and chemical metering pump; every mixer, tank level indicator and alarm in the system was returned to service. Bottom line, its fresh water from us to you.



If you'd like to know more about Benicia's water treatment and delivery system, please contact [Leo Larkin](#), Water Treatment Supervisor at 707.746.4293. He would be delighted to answer your water treatment questions. – *Public Works*

**DAYLIGHT SAVINGS ENDS:** Fall is upon us, and it's time to set your clocks back one-hour on **Sunday, November 1**. More importantly...

### **It's time to change the battery in your home's smoke alarm**

The Benicia Fire Department is reminding everyone who has a battery operated smoke alarm in their home to replace the battery at least one time per year. In order to make that easier, the Fire Department is offering free 9-volt batteries to all citizens of Benicia. To receive your free smoke alarm battery, stop by any Benicia fire station during normal business hours and we will give you a new one (limit 4 per household while supplies last).

The department reminds everyone to have a smoke alarm in all hallways leading to sleeping rooms, in every bedroom, and at least one on every level of your home. During a fire, smoke alarms, when properly installed and working, will give enough warning so that you and your family can escape before the fire becomes deadly. Always crawl low in smoke, have at least two ways out of your home, and call 911 from a neighbor's home. Working smoke alarms save lives!



If you need assistance installing your new battery, call the Fire Department at 707.746.4275 during normal business hours and they will be happy to set up a time to come to your home and help you. – *Fire Department*

**OPENINGS ON CITY BOARDS/COMMITTEES/COMMISSIONS:** Do you want to have a say in your local government? We are looking for Benicia residents to serve on [City of Benicia Boards, Committees, and Commissions](#). Below are the current openings. If you are interested in serving on these panels or any of our other panels, you may file an application in with the City Clerk's Office by filling out an application for the board or commission of interest (applications can be found at [www.ci.benicia.ca.us](http://www.ci.benicia.ca.us)).



- **Arts & Culture Commission** (4-year term)  
*Work cooperatively with council, city boards and commissions, and other public and private organizations in creating and promoting art and cultural programs and activities within the City.*  
1 unexpired term
- **Community Sustainability Commission** (3-year term)  
*The purpose of the Community Sustainability Commission is to educate, advocate and provide oversight for integrated solutions that seek a sustainable equilibrium for economic, ecological, and social health and well-being, both now and in the future.*  
2 unexpired term  
1 Student Commissioner (1-year term, requires are a high school student with junior or senior standing who resides in Benicia.)

- City Clerk

**BENICIA STATE RECREATION AREA TRAILS REPAVED:** The paved pathway and portions of Dillon Point Road in the Benicia State Recreation Area were recently repaved, improving biking and hiking opportunities in this wonderful waterfront park. The project vastly improves the paved park trail, which includes a shared alignment of the San Francisco Bay Trail, the Bay Area Ridge Trail, and the Great Delta Trail.



The project was made possible through the partnership of State Parks, the Cities of Vallejo and Benicia, Solano County, and the Benicia State Parks Association. Special thanks to our partners at the City of Vallejo, which contributed the paving equipment and skilled staff needed to complete the repaving project. – *Parks & Community Services*

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## ROTARY OFFICER OF THE YEAR AWARDS: Detective Fred Ayala was named Rotary



Officer of the Year at the organization's Night of Honor dinner held on October 16 in Fairfield.

According to his nomination- Detective Fred Ayala has had an exceptional year as a Patrol Officer and as a Criminal Detective. His accomplishments include:

- June 2015, a young man was struck by a vehicle while crossing the street and left for dead by a hit and run driver. Fred was asked to assist given his prior traffic experience as a motor officer. He began his investigation and developed a close rapport with the victim's family. Medical professionals advised them the victim would most likely not survive his injuries, so Fred kept in contact with the family almost daily, following dozens of citizen leads, which ultimately lead to the identity of a suspect and the vehicle.

Det. Ayala wrote several search warrants and secured an arrest warrant based on his investigation. He was able get the suspect to turn himself in to the Police Department without incident. Immediately after making the arrest, he went to the hospital to inform the family and was met with tears, hugs and a very profound appreciation for his dedication to this case. Det. Ayala was later invited to the victim's residence and greeted by the young man who doctors did not expect to survive. The family expressed how they have never cared for the police, but given Det. Ayala's dedication and sincerity, the family has a new respect and trust for law enforcement.

- Det. Ayala investigated an embezzlement, which had been occurring over three years with a total loss in excess of \$138,000. Det. Ayala obtained a full confession from the suspect which lead to the issuance of an arrest warrant and later her arrest.

- As a result of significant staffing reductions Det. Ayala has been the sole criminal detective in the unit and has carried a significantly larger caseload.

- Det. Ayala participates in numerous community outreach programs (i.e. Bicycle Rodeos, Safe Routes to School, Motor Demonstrations, etc.) and works closely with the Benicia Unified School District in identifying and enforcing traffic related issues around school properties.

- Det. Ayala is also a department firearms instructor, mentor and field training program.

Fred was joined at the award ceremony by his wife Sandy, Mayor Patterson, City Manager Brad Kilger, Chief Upson, City staff members, colleagues and friends. – *Police Department*

**FIRST MEASURE C PROJECT COMPLETED:** Mayor Elizabeth Patterson, Vice-Mayor Mark Hughes, and Councilmembers Christina Strawbridge and Alan Schwartzman joined several Parks Recreation & Cemetery Commissioners, City staff, and many excited children and parents in officially opening the new playground at Benicia Community Park on Tuesday, October 20.



The playground is the first completed of the dozens of projects made possible by Measure C, the locally-controlled revenue measure approved by Benicia voters in November 2014 to address community priorities and preserve Benicia's quality of life. The Benicia City Council has committed nearly \$4 million in Measure C funds over the next two years to fund public safety, road, and park improvement projects.

Before opening the structure for play, Mayor Patterson recognized the excellent execution of the project led by Rick Knight, the City's Project Manager, and discussed some of the key elements of the new playground, including:

- The structure was designed and manufactured by PlayWorld Systems, the first playground equipment manufacturer to have products receive Cradle to Cradle Silver Certification.
- The structure features inclusive play activities designed to foster cooperative play and to be accessible for children with a range of abilities.
- An AeroGlider, a modern variation on the traditional teeter-totter, includes enough room for wheelchair users.

The new playground structure replaced the oldest playground in Benicia's park system, dating back 21 years to the original development of Community Park.

For more information on the new playground structure, please contact Parks & Community Services Director Mike Dotson at [mdotson@ci.benicia.ca.us](mailto:mdotson@ci.benicia.ca.us) or 707.746.4285.

For more information about Measure C, please contact Economic Development Manager Mario Giuliani at [mgiuliani@ci.benicia.ca.us](mailto:mgiuliani@ci.benicia.ca.us) or 707.746.4200. – *Parks & Community Services*

**UPDATE ON ERP (10/08):** During the last two weeks, the Project Manager has been meeting with the City departments to discuss the needs/wants they have for the system and how it will benefit their operations. The unanimous priority departments shared with the Project Manager was the need to develop the efficiencies and effectiveness brought on by the use of a single technology source. One way to achieve this is by implementing paperless timecards, invoices, purchase orders, contract/vendor management, and inventory control through the electronic workflow established between departments. The department tours are an integral part of unifying the City functions through the ERP.



In addition, the Project Manager is working on updating the City's Chart of Accounts. A Chart of Accounts is a uniform list of accounts for the reporting of assets, liabilities, equities, revenues, expenditures, and other sources and uses to the public. The City is modifying the current Chart of Account to meet the Best Practice Standards recommended by the Government Finance Officers Association (GFOA). Simplifying the chart of accounts and fully utilizing sub-systems (work orders, contracts, project accounting, billing, etc.) will help streamline the City's financial operations and allow full accounting from within the financial system tracking transactions by fund and department/division.

As a reminder, Benicia City Council approved the contract with Tyler Munis for the replacement of the City financial software, Enterprise Resource Planning (ERP). The contract with Tyler will replace three existing contracts currently supporting multiple, incompatible financial modules: accounting and payroll, utility billing, and permitting and licensing. The implementation project will take approximately 24-36 months to fully convert from the old software to the new Munis software. This centralized system can interface with most if not all of the other software utilized by City staff. For example, MUNIS will eliminate the need for Excel spreadsheets to supplement other software staff uses. MUNIS has incorporated these functions in their software to improve the efficiency of City staff. – *Finance*

**PAJAMA DRIVE:** The Benicia Family Resource Center is sponsoring a holiday children's pajama drive for their client families from November 1 - 30. Donations may be dropped off at the Benicia Police Department or you may call the Family Resource Center at 707.746-4352.



The PJs do not need to be holiday themed. Sizes from infant to pre-teen are all very welcomed. If you happen to be out shopping and see a great sale, won't you pick some up?

Thank you in advance from the Benicia Family Resource Center Staff. – *Police Department*

**RESULTS FROM COASTAL CLEANUP DAY:** On September 19, City staff facilitated the cleanup of 15 miles of beaches, streets, and creeks as part of the 30<sup>th</sup> annual Coastal Cleanup Day. A total of 567 volunteers picked up 3,502 pounds of trash and 296 pounds of recyclables from 12 sites around the City. City staff closed Reservoir Road in order to provide a safe working environment for Benicia High students and coordinated with Allied Waste to provide dumpsters for the event. A BBQ lunch was provided by the City and prepared by volunteers from the Benicia Lion's Club. Coastal Cleanup Day is the largest data collection event in human history.



The complete data summary for the City of Benicia is seen below. – *Public Works*

## TRASH COLLECTED

**Citizen scientist:** Pick up all trash and record all items you find below. No matter how small the items, the data you collect are important for Trash Free Seas.®

**Benicia TOTALS 2015 FINAL**

**EXAMPLE:** Plastic Bags: HHH III = **8** **TOTAL #**

Please DO NOT use words or check marks. Only **numbers** are useful data.

| MOST LIKELY TO FIND ITEMS:                 |   | TOTAL #                    |                                            |                                  | TOTAL #     |
|--------------------------------------------|---|----------------------------|--------------------------------------------|----------------------------------|-------------|
| Cigarette Butts:                           | = | 2353                       | Beverage Bottles (Plastic):                | =                                | 322         |
| Food Wrappers (candy, chips, etc.):        | = | 795                        | Beverage Bottles (Glass):                  | =                                | 283         |
| Take Out/Away Containers (Plastic):        | = | 100                        | Beverage Cans:                             | =                                | 127         |
| Take Out/Away Containers (Foam):           | = | 66                         | Grocery Bags (Plastic):                    | =                                | 167         |
| Bottle Caps (Plastic)                      | = | 446                        | Other Plastic Bags:                        | =                                | 170         |
| Bottle Caps (Metal)                        | = | 259                        | Paper Bags:                                | =                                | 84          |
| Lids (Plastic) :                           | = | 240                        | Cups & Plates (Paper):                     | =                                | 180         |
| Straws/Stirrers:                           | = | 227                        | Cups & Plates (Plastic):                   | =                                | 164         |
| Forks, Knives, Spoons:                     | = | 83                         | Cups & Plates (Foam):                      | =                                | 61          |
| <b>FISHING GEAR:</b>                       |   |                            | <b>PACKAGING MATERIALS:</b>                |                                  |             |
| Fishing Buoys, Pots & Traps:               | = | 11                         | 6-Pack Holders                             | =                                | 6           |
| Fishing Net & Pieces:                      | = | 35                         | Other Plastic/Foam Packaging:              | =                                | 149         |
| Fishing Line (1 yard/meter = 1 piece):     | = | 93                         | Other Plastic Bottles (oil, bleach, etc.): | =                                | 29          |
| Rope (1 yard/meter = 1 piece):             | = | 40                         | Strapping Bands:                           | =                                | 37          |
| <b>OTHER TRASH:</b>                        |   |                            | <b>Tobacco Packaging/Wrap:</b>             |                                  |             |
| Appliances (refrigerators, washers, etc.): | = | 11                         |                                            | =                                | 89          |
| Balloons:                                  | = | 25                         | <b>PERSONAL HYGIENE:</b>                   |                                  |             |
| Cigar Tips:                                | = | 156                        | Condoms:                                   | =                                | 9           |
| Cigarette Lighters:                        | = | 32                         | Diapers:                                   | =                                | 2           |
| Construction Materials:                    | = | 146                        | Syringes:                                  | =                                | 1           |
| Fireworks:                                 | = | 57                         | Tampons/Tampon Applicators:                | =                                | 8           |
| Tires:                                     | = | 39                         |                                            |                                  |             |
| <b>TINY TRASH LESS THAN 2.5CM:</b>         |   |                            | <b>TOTAL #</b>                             |                                  |             |
| Foam Pieces                                |   |                            | =                                          | 643                              |             |
| Glass Pieces                               |   |                            | =                                          | 2416                             |             |
| Plastic Pieces                             |   |                            | =                                          | 883                              |             |
| <b>DEAD/INJURED ANIMAL</b>                 |   | <b>STATUS</b>              | <b>ENTANGLED</b>                           | <b>TYPE OF ENTANGLEMENT ITEM</b> |             |
| Deer, 3 birds, 2 fish                      |   | Dead or Injured            | Yes or No                                  |                                  |             |
| <b>ITEMS OF LOCAL CONCERN:</b>             |   |                            |                                            |                                  |             |
| 1. GUN, Ammo, toilets                      |   | 2.                         | 3.                                         |                                  |             |
| <b>CLEANUP SUMMARY (circle units)</b>      |   |                            |                                            |                                  |             |
| Number of Trash Bags Filled:               |   | Weight of Trash Collected: | 3502 lbs/kgs                               | Distance Cleaned:                | 15 miles/km |

## PERSONNEL NEWS:

**City of Benicia Job Opportunities:** The Human Resources Department is accepting applications for the following positions:

- [Recreation Supervisor](#), full-time, open continuously
- [Police Officer - Lateral \(Currently Working\)](#), full-time, open continuously
- [Police Officer - Academy / Non-Lateral](#), full-time, 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*

**Assistant Public Works Director:** Public Works Director Graham Wadsworth is pleased to announce the hiring of Christian Di Renzo as the new Assistant Public Works Director. He will be responsible for managing the water treatment plant, the water distribution system, the sewer collection system, the wastewater treatment plant, and streets staff. This position has been vacant since May 2011 and Christian brings a wealth of experience that will be helpful to the department.

Christian has a water treatment plant operator Grade 1 certification, water distribution system operator Grade 2 certification, a Master of Political Science degree and a Master of Public Administration degree. He worked for the Cities of Pasadena, New York and Beverly Hills. Over the past year, he worked at the Cannon Corporation on utility rate reviews, asset management and permit compliance matters. Christian will be spending much of his time working on water issues, budgets, utility rates, work plans and standard operating procedures. – *Public Works*



Please join me in welcoming Christian to the City of Benicia family. – *City Manager*



**FIRE DEPARTMENT MONTHLY REPORT:** The Benicia Fire Department monthly report for September 2015 is now available. It contains information about Emergency Operations, Training, and Prevention. [Click here](#) to read more. – *Fire Department*

## BENICIA IN SOUTH LAKE TAHOE POLICE K9 COMPETITION:



*Officer Keffer and his K9 partner Bak in action*

On October 2-3, Benicia PD Corporal Kirk Keffer and his K9 partner Bak and Officer Jake Heinemeyer and his K9 partner Atos, competed in the Western State Police Canine Association K9 competition in South Lake Tahoe. There were approximately 27 K9 teams from all over the state in attendance. The competition is divided into two phases. On Friday, the K9 teams participated in the drug detection (narcotic) phase. On Saturday, they participated in patrol phase. This phase tests tactical obedience, obstacles, handler protection and searching. These competitions require officers and their K9 partners to work together as a team and reward those who are the best K9 Teams.

At the end of the competition, awards are given to the K9 Teams that place 1<sup>st</sup> thru 5<sup>th</sup> in each phase judged. The judges then tally all the scores and give awards for overall performance in drug detection and the patrol phase. In addition, Western States Police Canine Association presented their end of the year awards. This year there were a total of 5 competitions across Northern California. Corporal Keffer and Bak won 3<sup>rd</sup> Place **overall** for 2015 in drug detection. What makes Kirks and Bak's award even more amazing, is that they only competed in 4 of the 5 competitions!

Officer Jake Heinemeyer and his K9 partner Atos had a strong showing in the Saturday patrol competition. Of the 27 K9 teams

competing, they took 4<sup>th</sup> Place in the tactical obedience portion of the competition. What make this effort even more amazing, is that Officer Heinemeyer and Atos have only been working together for several months. Officer Heinemeyer and Atos were POST certified on August 29, 2015. For a young K9 team to accomplish this early on is a testament to their dedication and the many hours they spent in training.

Both Corporal Keffer and Officer Heinemeyer are to be congratulated for their accomplishments with their K9 partners in 2015. Both K9 teams are certified in Narcotic Detection and Handler Protection which includes obedience, searching and tracking. – *Police Department*

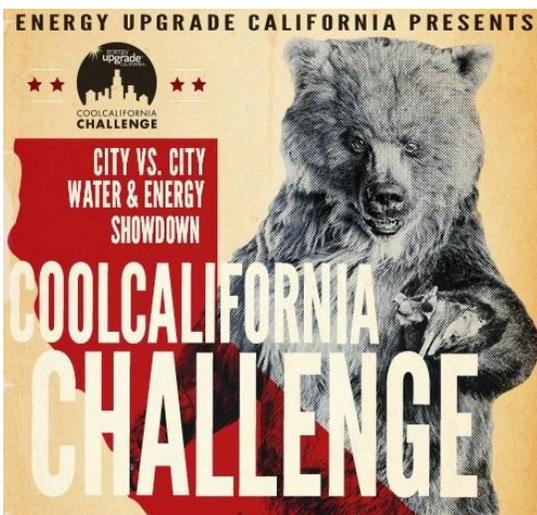


*K9 partner Atos*

**OPEN HOUSE AT BFD:** Thanks to all who came out to the Benicia Fire Department Open House on October 10! They had a record-setting 951 attendees. Here's a great description of the day by one of the attendees in the [Diablo Valley College Inquirer](#). – *Fire Department*



**BENICIA COMPETING FOR “COOLEST CITY” TITLE:** The CoolCalifornia Challenge is pitting Benicia against 21 other California cities in a battle to see which one does the best job of lowering their carbon footprint. The CoolCalifornia Challenge runs from **October 1, 2015 to March 30, 2016**. One City will prevail but by reducing our energy and water use, everyone wins!



To join team Benicia, simply visit [MyEnergyTool.mcccleanenergy.org](http://MyEnergyTool.mcccleanenergy.org) to register, and then start logging your information to earn points.

- Earn prize money for Benicia with each point!
- Funds go towards a community sustainability project
- Help Benicia win “Coolest City” title
- Compete for raffle prizes throughout the challenge

1 CITY PREVAILS ~ EVERYONE WINS –  
*Community Development Department*

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**WOMEN WELDERS RECEIVE TRAINING:** Women seeking membership as apprentice ironworkers had a new opportunity to complete a pre-apprenticeship class with the University of Iron in Benicia, the apprenticeship program of the Iron Workers District Council of the State of California and Vicinity. Women from across the U.S. were recruited to participate in this state of the art training program; 17 women graduated from the course on October 3. Read more about it in this article on [BuildingOnline.com](http://BuildingOnline.com). – *Economic Development*



**VOLUNTEER OF THE DECADE:** Benicia Police Department recently honored longtime volunteer Ron ‘Doc’ Uhlman as their Volunteer of the Decade for his unwavering service to the Police Department and the citizens of Benicia. Read more about it in [this article](#) from the Vallejo Times Herald. – *Police Department*



## HOW TO READ YOUR WATER METER

*Your water meter is an important tool for understanding how much water your household uses. With water meters, customers pay for the amount of water they actually use. And, water meters can help detect leaks and stop waste.*

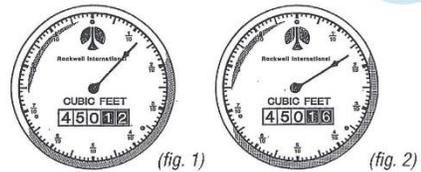
### Step 1: Locate Your Water Meter

Your water meter is located in the front of your property, usually in or near the sidewalk, under a concrete lid. Use a long screwdriver to remove the lid.

### Step 2: Read Your Water Meter

Benicia uses a “straight-read” meter, which resembles a mileage indicator in a car. Digits are read left to right. Here’s how to determine how much water is used over time:

- 1) Write down the number you see. (fig. 1 = 450.12)
- 2) At the next reading, note the new number. (fig. 2 = 450.16)
- 3) Subtract the first reading from the second to find the difference.
- 4) Multiply your answer by 748 to convert cubic feet to gallons used.



$$\begin{array}{r} 450.16 \text{ (fig. 2)} \\ - 450.12 \text{ (fig. 1)} \\ \hline .04 \end{array}$$

$$\begin{array}{r} .04 \\ \times 748 \\ \hline 30 \end{array}$$

### Using Your Meter

- Once you know how to read your water meter, you can use it to check for leaks: Turn off all the taps in your house and look at your meter. If it is still turning, chances are you have a leak.
- You can determine how much water is used for a specific task such as watering your lawn: Record the reading on the meter before you begin your watering cycle and then record it again at the end of the cycle. The difference between the two readings tells you how much water was used.
- You can determine your average daily water use: Simply divide the number of gallons used by the number of days.

Water meters in Benicia measure volume in cubic feet. One cubic foot of water equals 7.48 gallons, and 100 cubic feet equal 748 gallons. Benicia charges are based on 100 cubic feet of water used, as indicated by your meter.

**SUBSTANCE ABUSE SUMMIT:** On October 10, the Benicia Police Department’s Youth Action Coalition held its 1<sup>st</sup> annual Substance Abuse Summit on Marijuana. The event was co-sponsored by the California National Guard Counter Drug Task Force, Northern California High Intensity Drug Trafficking Area, California Narcotics Association and California’s for Drug Free Youth. The Summit brought together 120 drug prevention Coalition leaders, law enforcement officers and community leaders throughout the Bay Area. Expert speakers provided up-to-date data and information regarding Marijuana and the effects on our youth. Mayor Elizabeth Patterson was on hand to welcome the attendees. – *Police Department*



**EMERGENCY TRAINING WEEK FOR PRE-SCHOOLERS:** During the week of October 5-9, Gateway Calvary Church had their “Emergency Training Week” for the preschool-aged children attending their preschool. During the week, the children were instructed on different topics related to safety. On Thursday, the topic was

the 911 telephone system and the safety providers associated with 911 (Police, Fire & Emergency Medical). The event was held in the parking lot of the church at 1315 Military West. Detective Fred Ayala, who assists the Traffic Unit, rode his police motorcycle. Officer Kenyatta Nathaniel brought a Benicia Police patrol vehicle.



There were approximately 20 pre-school children and about 10 parents and teachers. BPD Volunteer Chaplain Jerry Pollard was present as well. The police officers discussed their roles as officers and how the 911 system works. They also talked to the children about “stranger danger” and how to stay safe.



The children were allowed to climb in the patrol car, turn the lights and siren on and some got to sit in the rear seat, where it was explained to them this is where “adults are put on time out.” The children were also allowed to sit on the police motorcycle and have their picture taken. The Police Department has participated in this annual event for the last 4-5 years. – *Police Department*

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CONTACT INFORMATION

The *City Manager's Report* from City of Benicia City Manager Brad Kilger is published twice monthly. Email your questions or comments to edev@ci.benicia.ca.us. For additional information on any of the items in this report, please contact one of the following departments:

City Manager/Human Resources/I.T./City Clerk: 707.746.4200

City Attorney: 707.746.4216

Community Development: 707.746.4280

Economic Development: 707.746.4202

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