



City Manager's Report

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December 14, 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.

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**M**ESSAGE FROM THE CITY MANAGER: Well 2015 is almost over and 2016 is upon us. Another year has flown by. Actually, this December marks my 5<sup>th</sup> anniversary with the City of Benicia. Where did the time go? Little did I know in December of 2010 when I accepted this position that Benicia would have to manage through the worst financial crisis since the Great Depression and the worst drought in recorded history.

Yet we, as an organization, as well as the community as a whole, have persevered and I am proud to say that, unlike many cities, Benicia's wonderful quality of life and the quality of services provided by our City staff have remained essentially intact. It did not come without sacrifice, as the City did experience reductions in staff compensation and positions, as well as scaling back on some programs and services in order to focus on core needs. However, it could have been much worse. Many cities have still not fully recovered from the recession and are struggling to avoid cutting services further.

I attribute our success to the leadership of the City Council and their willingness to make the difficult decisions necessary to address our fiscal challenges, the department managers who skillfully restructured their operations to make the City's services even more efficient and effective, and last but definitely not least, our City staff, who's skill, dedication, and passion for all things Benicia went above and beyond when circumstances required it.

(con't)



Most of all, I thank the citizens and business owners of Benicia. The thousands of hours of volunteerism they provide and their commitment to community service is the cornerstone of what makes living and working in Benicia so special. Additionally, the City is thankful for our citizens' support of Measure C, the one-cent on the dollar increase in our sales tax. This additional funding has allowed us to maintain existing services and make some badly need improvements to our streets and parks. In November, a ribbon cutting was completed for our first Measure C project, the replacement of the Community Park playground equipment.

There will be much more to come in 2016, so stay tuned.

It was a busy time in 2015, as those of you who regularly read my reports know. In addition to initiating the Measure C program, making numerous improvements to our parks and streets, joining Marin Clean Energy (MCE) and initiating a comprehensive implementation of the City's new financial software known as the ERP (Enterprise Resource Planning); the City continued to endure the challenges created by the drought. In usual fashion, the City and our residents not only met the State mandated water conservation goal of a 20% reduction, but exceeded it by an additional 23%, and was one of the top conserving cities in State. However, much of the City's resources, focus and energy went into the planning and design phases of projects that will be coming online in 2016. I will talk more about what to expect next year in my January City Manager's Report. Until then I want to thank everyone for their hard work and support, and wish you all a Happy Holidays and very good New Year. – *Brad*

**HAPPY CLOSURE:** The City of Benicia City Hall Offices, Fire Administrative Offices, Library and certain facilities will be closed for business beginning December 25, 2015 through January 1, 2016. The Fire and Police Departments will not be affected by these closures. The Library will be on a limited schedule as follows:

- Thursday, Dec 24: Closing early at 5:00 PM
- Friday, Dec 25: Closed
- Saturday, Dec 26 and Sunday, Dec 27: Open regular hours, noon to 6:00 PM
- Monday, Dec 28 - Friday, Jan 1: Closed
- Saturday, Jan 2: Noon to 6:00 PM, resuming regular hours



If you need immediate assistance during the closure or requests for emergency water and sewer service, please contact the Benicia Police Department, 200 East L Street or 745-3412.



All other phone messages and email correspondence will be returned after the closure. Happy Holidays! – *City Manager's Office*



**SUNRISE TO SUNSET IN BENICIA:** City Economic Development staff presented their latest project, an [aerial video](#) featuring a great day by the bay from sunrise to sunset in Benicia.

Staff contracted with local unmanned aerial vehicle firm [RotorOptics](#) using Danny Zepeda’s expertise at filming and editing along with Zubeyir Mentese’s expert flying skills.

Highlighting the best of Benicia, the sometimes antiseptic format of an aerial video was made friendlier with the help of the Benicia Bicycle Club and Mayor Elizabeth Patterson, Council Member Christina Strawbridge, Deputy City Clerk Kate Gibbs, [Benicia Kite & Paddle Sports](#), Leah Shelhorn and [Studio 41](#), [Benicia Capitol State Historic Park](#) and [Benicia State Parks Association](#), and [SolTrans](#). Our thanks go to all of them for their help.

The video has been viewed more than 10,000 times on Youtube.com, continuing to direct viewers to the City’s tourism website, [VisitBenicia.org](#). – *Economic Development*

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



**POLICE DEPARTMENT MONTHLY REPORT:** The Benicia Police Department monthly report for October 2015 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*

## PERSONNEL NEWS:

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

[Administrative Clerk I/II](#), part-time, closing 12/23/15

[Associate Civil Engineer](#), full-time, closing 01/07/16

[Maintenance Worker III/Parks & CS](#), full-time, closing 01/08/16

[Police Officer - Lateral \(Currently Working\)](#), 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

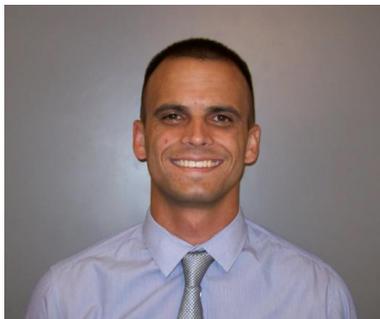
applications may also be obtained from and must be returned to the Human Resources Department at 250 East L Street, Benicia.



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*

**New Police Officers:** Chief Erik Upson is proud to welcome the newest members of the Benicia Police Department:

Officer Michelle King is a Solano County native who began her law enforcement career in the police cadet program in Vacaville. She received her Bachelor's Degree in Sociology from Chico State and worked for a non-profit where she had the opportunity to live and work abroad. Deciding to pursue her passion for law enforcement, she recently graduated from the Napa Valley Police Academy and started with Benicia Police on December 14.



Officer Brendan Polick is also a native of Vacaville. He attended the University of New England where he was a member of the men's basketball team. He received his Bachelor's Degree in History. He enjoys weightlifting, hiking, and sports. He also coaches women's high school basketball. He recently graduated from the Napa Valley Police Academy and also started on December 14. – *Police Department*



Please join me in welcoming Michelle and Brendan to the City of Benicia family. – *City Manager*

*Chief Upson was honored to pin Benicia Police badges on both Officer King and Officer Polick at their graduation ceremony on September 12.*

## BENICIA POLICE ON FACEBOOK: The Benicia Police Department launched its Facebook



page in early December. Their first post notes “Open communication with the community is a cornerstone of our mission of keeping the community safe. Today we are launching our Facebook page and will be utilizing this powerful tool to help keep our community informed and

engaged. We encourage all of our community members, workers, visitors, and anyone who loves this amazing community to “like” us and share our page with your neighbors and friends as well!”

Since the launch, the page has received nearly 2K likes. [Check the page](#), then like and follow for information on breaking news, what’s happening out in the field, and important information in our community. – *Police Department*

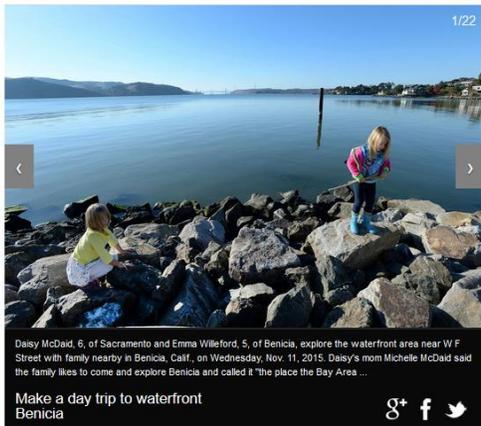
## BENICIA IN THE NEWS: A recent article in Bay Area News Group publications such as the San Jose Mercury News entitled [Benicia day trip – respite from the Bay Area rush](#), says “For a Bay

### Benicia day trip -- respite from the Bay Area rush

By Angela Hill | [ahill@bayareanewsgroup.com](mailto:ahill@bayareanewsgroup.com)

POSTED: 11/24/2015 12:00:00 PM PST | UPDATED: 25 DAYS AGO

0 COMMENTS



Daisy McDaid, 6, of Sacramento and Emma Willeford, 5, of Benicia, explore the waterfront area near W F Street with family nearby in Benicia, Calif., on Wednesday, Nov. 11, 2015. Daisy's mom Michele McDaid said the family likes to come and explore Benicia and called it "the place the Bay Area ..."

Make a day trip to waterfront Benicia



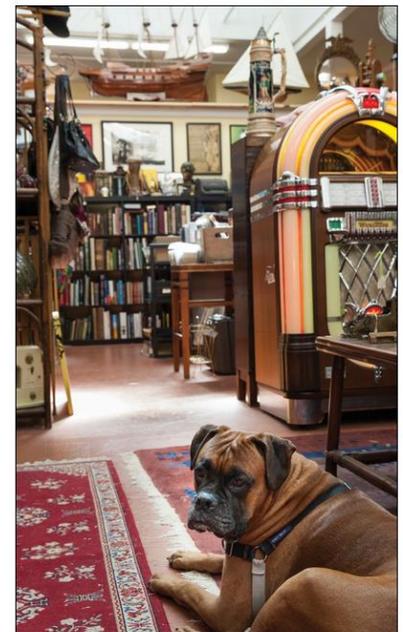
Area day trip, Benicia offers history and art with a lot of unique shops mixed in.”

The December edition of *Oakland Magazine* featured an article [Charming Benicia is Just a Bike Ride Away](#) that begins, “First Street is the place to hang in this once-bustling port town where the arts, attractions, and dining are as vibrant as the quaint natural setting.” Click the links to read more and see the great photos. – *Economic Development*

### Charming Benicia is Just a Bike Ride Away

First Street is the place to hang in this one-bustling port town where the arts, attractions, and dining are as vibrant as the quaint natural setting.

By Katie Cornell



Charlie, right, rules at Charlie's Attic, an antique shop and more. PHOTO BY LORI EAMES



**DOWNTOWN DOLLARS:** Still looking for the perfect gift? [Benicia Main Street](#) at 90 First Street has fresh See’s Candy and Downtown Dollars that spend like cash at more than 70 Benicia locations. They are open 7 day a week, with extended hours (9:00 AM – 7:00 PM) through December 23. - *Economic Development*



**FIRE DEPARTMENT HOSTS PICTURES WITH SANTA:** Sponsored by the Benicia Fire Department and Benicia Parks & Community Services Department, the Pictures with Santa event is on **Saturday, December 19**, from 4:00-7:00 PM.

A special session from 2:00-3:00 PM is set aside for children with special needs.

They will also be accepting new, unwrapped gifts for Toys for Tots. – *Fire Department*

**CURRENT LIBRARY STATISTICS:** The Benicia Public Library was a busy place in November-

- Total November visitors: 17,226
- Record day of visitors on November 12 with 962 visitors
- November Internet Sessions: 2,777
- November Wireless Internet Sessions: 1,651
- November Benicia Public Library Facebook views: 1,779
- November Teen Zone Benicia Facebook views: 318

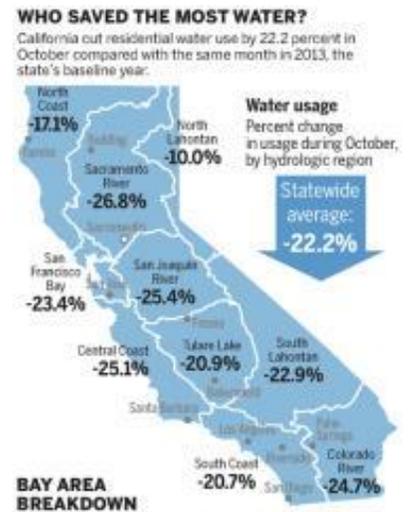
- *Library*



**BENICIA SAVES BIG:** Benicia was highlighted as a “big reducer” in a recent article in the *San Jose Mercury News*, [California remains on track to hit water-conservation goal despite savings dip in October](#).

The article highlight reduced water savings statewide due to less outdoor watering in the fall, which let to less opportunities to cut back. However, Benicia came in at 36.1 savings along with other big reducers like Morgan Hill, Contra Costa Water District, and Pleasanton.

Credit goes to Benicia residents and businesses who continue to save. Check out the article to see an expanded chart of who saved the most. – *Public Works*



**TREE PLANTING:** The Benicia Tree Foundation (BTF) recently planted trees in Benicia’s two largest parks. On October 17, BTF led the planting of 20 coast live oaks and California buckeyes at Benicia State Recreation Area (SRA) as part of the annual Benicia Arbor Day event. State Parks hosted the event, working with BTF volunteers to plant twenty coast live oaks and California buckeyes just above the San Francisco Bay Trail/Bay Area Ridge Trail and the Forrest Deaner Native Plant Garden at Benicia State Recreation Area. BTF and volunteers will returned to the SRA on December 5 to plant more trees in this area.



On November 19, BTF hosted the California Conservation Corps at Lake Herman Regional Park. Together, they were able to plant 79 coast live oaks, 20 valley oaks, and four California buckeyes east of the paved pathway that connects Lake Herman Regional Park with Benicia Community Park.

The trees planted in both parks are locally native and drought tolerant, and are expected to thrive without irrigation once established. – *Parks & Community Services*



**O**PENINGS ON BOARD, COMMITTEES AND COMMISSIONS: Any citizen interested in serving on any City of Benicia Commission or Board is encouraged to file an application and return to the City Clerk's Office (applications can be found at [www.ci.benicia.ca.us](http://www.ci.benicia.ca.us)). Current openings are listed below and applications are being accepted. Deadline for submission is **January 1, 2016**.



- **Library Board of Trustees** (3-year term)  
Responsible for making and enforcing rules, regulations and bylaws necessary for the administration, government and protection of the public library.  
1 unexpired term
- **Benicia Housing Authority**  
The Commission sets policy in regards to the affordable housing programs administered by the Authority, approves the Authority's budgets, hires and supervises the Executive director, and generally represents the interests of low-income and very low-income tenants in Benicia.  
1 unexpired term (tenant/2-year 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 terms  
1 student Commissioner term
- **Open Government Commission** (4-year term)  
Advises the City Council and provides information to other City department sand bodies on appropriate ways in which to implement Title 4, Open Government, with a priority on simple, standard procedures.  
1 unexpired term

- City Clerk's Office

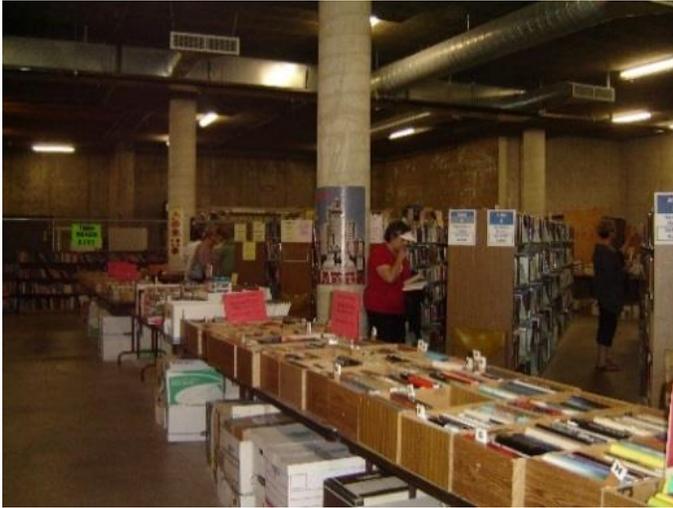
**N**EW BENICIA BUSINESSES: The following is a list of recent business license applications for new businesses or businesses with new locations or owners. Please stop by and make them feel welcome:

- **Cooper Peak Logistics** – 5341 Industrial Way, Storage and distribution services for wine and non-wine products
- **Benicia Transportation Inc.** – 1350 Hayes St. C-4, Transportation for individuals with disabilities



- Economic Development

**NEWS FROM FRIENDS OF THE LIBRARY:** Benicia Public Library's Friend of the Library bi-monthly newsletter is going electronic. Members can sign up for it at [friendsofbenicialibrary@gmail.com](mailto:friendsofbenicialibrary@gmail.com) or read it online at [www.benicialibrary.org/friends](http://www.benicialibrary.org/friends).



Paper copies will be available at the Library. Going electronic will save approximately \$2,000 in annual printing and postage costs.

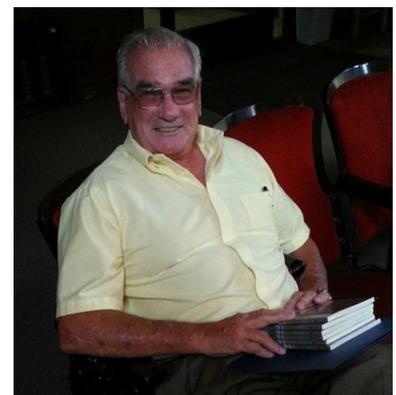
Friends of the Library donated \$75,300 in grants for Library support last fiscal year. One of the ways they fundraise is the monthly book sale on the second Saturday of the month in the Library basement. Member only book sales are on the Thursday before. Proceeds from August \$6,646 and September's \$7,246 (highest total ever!).

Donations made to the Library by the Friends were used to:

- Purchase books and materials (\$45,000)
- Present over 700 adult, teen, and children's programs with an attendance of over 13,600
- Microfiche back issues of the Benicia Herald (available through 2012)
- Purchase e-readers and other emerging technology
- Support the programs coordinated by Benicia's Poet Laureate, Don Perry

What do you give to the person who has everything? How about an annual membership to the Friends, or a gift certificate to their book sales? Not only will your tax-deductible gift be supporting the Library, but it will be a great way for the recipient to get books and other materials at a great price! You can purchase either gift at one of their book sales. You can also pick up a membership form at their book store, or you can go online to [www.benicialibrary.org/friends](http://www.benicialibrary.org/friends) to print out a membership form that can be mailed to the Friends of the Benicia Public Library at P.O. Box 1866, Benicia, CA 94510.

Online sales have been very productive for Friends organizations across the country. Friend of the Library is working with Benician Chris Dunlap, owner of the local online book store [Barbary Coast Books](http://Barbary Coast Books). The Friends provide the books; Chris sells them online; and they split the profits. A monthly goal was as set at \$500. In September, the Friends received \$2,067 from online sales! To date, Chris has sold over 625 books from their general book sections, which has raised over \$8,300 for the Friends.



*Don Peery  
Benicia's Poet Laureate*

The First Tuesday Poetry Group meets are (You guessed it!) on the First Tuesday of the Month at 6:45 PM at the Library. Go to [www.benicialibrary.org/poet](http://www.benicialibrary.org/poet) to learn more about the Poet Laureate and the poetry program. - *Library*

**WHAT TO DO WHEN THE POWER GOES OUT:** With winter storms looming, here's helpful information from Pacific Gas & Electric. More info is available at [www.pge.com](http://www.pge.com).



## Is your power out? Here's how to get information or help.

### Outage Alerts

Visit [pge.com/MyEnergy](http://pge.com/MyEnergy) to get automatic text, email or phone notifications about unplanned outages and power restoration information based on your preference.

- Create your PG&E online account if you do not already have one.
- Go to the Profile & Alerts page and scroll down to "Outages" and click "Edit"
- Select the accounts and notification preference\*

### Online Mobile

Visit [pge.com/outage](http://pge.com/outage) OR [m/pge.com](http://m/pge.com)

- Report your outage
- Monitor your outage with an interactive map
- Subscribe for individual outage updates and estimated times of restoration

### Phone

**Report your outage:**  
**1-800-468-4743 OR**  
**1-800-PGE-5000 (1-800-743-5000)**  
 Call 24/7 to report a power outage or downed line. You can use the automated system or speak with a representative.

**Monitor your outage:**  
**1-800-743-5002**  
 After you report your outage, you can call PG&E's Power Outage Information Line—available 24/7—for status reports on your outage.

| DO                                                             | DON'T                                                                      |
|----------------------------------------------------------------|----------------------------------------------------------------------------|
| Call 911 if the power outage or emergency is life threatening. | Call 911 to ask about the power outage. Instead, use the resources listed. |

\*You will receive notifications for all premises under the selected account.

**COMPACT OF MAYORS:** Mayor Elizabeth Patterson has joined the Compact of Mayors. Launched at the 2014 United Nations Climate Summit, it is a global coalition of mayors and city officials pledging to reduce greenhouse gas emissions, enhance resilience to climate change, and track their progress transparently.



## COMPACT of MAYORS

According to [ICLEI-Local Governments for Sustainability](http://ICLEI-Local Governments for Sustainability), by making this commitment, the Mayor will be recognized for taking climate action within our city that will make an impact both locally and globally – protecting public health and making our city a more desirable place for people to live and for businesses to invest, now and in the future.

To find out more about the Compact of Mayors and its mission, see [www.compactofmayors.org](http://www.compactofmayors.org). – *City Manager's Office*

## CLEAN ENERGY PROJECT SURPASSES EXPECTED FINANCIAL PERFORMANCE: In 2011-

2012, the City of Benicia worked with OpTerra Energy Services to install a Clean Energy Project consisting of solar photovoltaic (PV) systems at 10 City sites, completing energy efficiency upgrades at seven City facilities, and replacing approximately 95% of City-owned street lighting with energy efficient fixtures. To date, the Clean Energy Project has achieved over \$5.0 million in savings and rebates, and is exceeding the 2011 expected financial performance by over \$850,000.

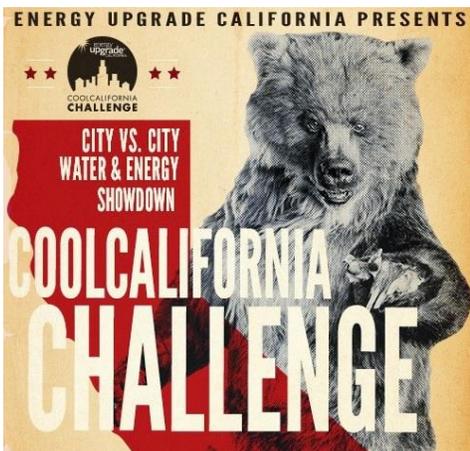


At the December 15 City Council meeting, Finance Director Karin Schnaider highlighted the outcomes that have been achieved by the Clean Energy Project and by joining MCE. The project results to date help achieve significant progress toward the goals of the City’s 2009 Climate Action Plan.

The Clean Energy Project’s actual solar PV production has exceeded the solar production anticipated in the project’s 2011 financial pro forma in every year, 2013 through 2015. For the overall project including solar PV and energy conservation measures, electrical savings exceed \$2.5 million since project inception. These financial savings, based on actual PGE electrical rates, exceed the savings anticipated in the 2011 financial pro forma by 23%, or by over \$550,000. (See table at bottom of page 3 of [staff report](#), and Attachment 4 of staff report “Comparison of 2011 Pro-Forma Model Savings vs. True Savings Based on Actual Rates”.)

The financial performance of the Clean Energy Project also depends on receiving California Solar Initiative (CSI) rebates from PGE based on actual kilowatt hours (kWh) of energy produced by the City’s 10 sites PV sites. Benicia is on track to receive \$2.43 million in CSI rebates, exceeding the amounts anticipated in the 2011 financial pro forma by about 10%. Additional PGE rebates for energy conservation measures put Benicia over the \$2.5 million mark in total rebates. (See lower figure on page 4 of [staff report](#), and Attachment 6 of staff

report, “City of Benicia 10 Solar Sites – Performance on California Solar Initiative (CSI) Rebates”) – *Finance Department*



### **BENICIA COMPETING FOR “COOLEST CITY” TITLE:**

The CoolCalifornia Challenge continues, 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.mcecleanenergy.org](http://MyEnergyTool.mcecleanenergy.org) to register, and then start logging your information to earn points. – *Community Development Department*

**LAB GEARS UP FOR INTENSIVE STUDY:** The City of Benicia is studying the feasibility of a project that could reduce Benicia’s water use by about 20% by recycling water from the Wastewater Treatment Plant (WWTP) for use in the cooling towers at the Valero Benicia Refinery. This project has the potential to drastically reduce Benicia’s need for water from the Delta, and could make the City’s water supply much more reliable during the current drought and future dry spells.

After the study was authorized by the City Council in August, one of the first steps was to start an intensive laboratory study of the WWTP treatment process to determine if the water it produces could be suitable for use in cooling towers.

The City’s Laboratory acquired new instrumentation and ramped up its schedule to analyze hundreds of additional samples to support the project. If the extra work for the recycled water study was contracted out, the cost would have been about \$100,000, but instead the City Lab, assisted by one of Valero’s labs, are performing 85% of the analyses in-house.

To carry out this work, the Laboratory has been analyzing lots of extra samples: a year-long study of the WWTP effluent is underway, with extra samples being collected 3 times per week.

In late October, Laboratory staff also carried out an intensive 14-day study of the WWTP. This involved collecting samples for 12 different parameters from five locations at the WWTP, with most locations being filtered in two different ways, as well as being analyzed unfiltered. This project was carried out for 14 straight days, including weekends, and generated data that will be used to model different options for treatment processes at the WWTP.

In order to analyze for certain compounds that are important for wastewater treatment, the City Laboratory purchased an Ion Chromatograph (IC), an analytical instrument that can measure negatively-charged ions such as nitrate and chloride. Once the samples are set up, the instrument can automatically run them overnight.

*(con’t)*



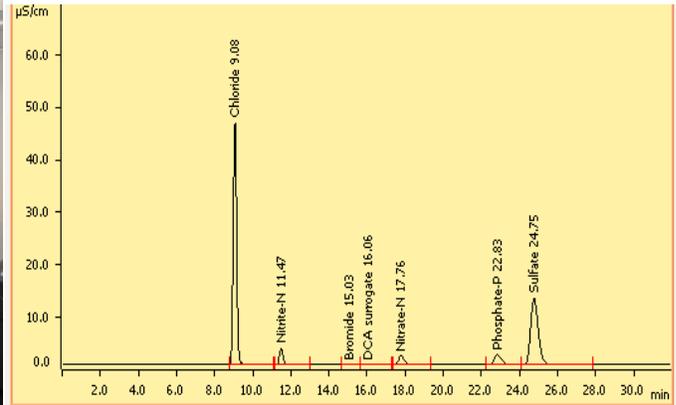
*Some of one day’s worth of bottles during the 14-day intensive sampling study*



*IC with the main instrument component on the right, and the autosampler on the left*



Lab Analyst Nicole Van Aken prepares samples for IC analysis



Data output from IC, showing separation of ions into individual peaks.

Laboratory staff was able to rapidly learn how to use the instrument and put it into operation: within two weeks of the IC's arrival, it was producing data for the study.

As the WWTP study has proceeded, a potential problem with high levels of chloride has emerged, since chloride could cause corrosion in Valero's cooling tower systems. The Water Quality Division has started an investigation into sources of chloride in the wastewater system, and being able to rapidly analyze chloride samples in-house has been critical to allowing the investigation to proceed efficiently. Possible sources of chloride include bay water intrusion into the wastewater system and industrial sources. Further work will be done over the next few months to identify and control these sources. – *Public Works*

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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](mailto: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