



#ACITYELEVATED

DEPARTMENT PROJECTS

SCHEDULE UPDATES

August 2021

CITY CLERK



**CITY CLERK'S OFFICE
PROJECT SCHEDULE
August 2021**

- **Records Indexing**
 - Records inventory and clean up – COMPLETE
 - Laserfiche user-friendly clean up – IN PROGRESS
- **Public Records Requests for the Month of Aug**

Public Records Requests for the Month

Requestor	No. of Requests	Date Received	Response Date	Response Update	Status	Staff Time Allocated
S. Pobee	1	Aug 2, 2021	Aug 4, 2021		Complete	.25 hr
Accutrend	1	Aug 4, 2021	Aug 4, 2021		Complete	.25 hr
K. Melvin	1	Aug 6, 2021	Aug 6, 2021		Complete	.25 hr
B. Ristoff	1	Aug 9, 2021	Aug 9, 2021		Complete	.25 hr
F. Trinidad	1	Aug 8, 2021	Aug 9, 2021		Complete	.50 hr
L. Chatar	6	Aug 9, 2021	Aug 13, 2021		Complete	1.25 hrs
R. Enriquez	1	Aug 17, 2021	Aug 18, 2021		Complete	.50 hr
B. Riddle	1	Aug 26, 2021	Aug 27, 2021		Complete	.50 hr
E. Abano	22	Aug 27, 2021	Aug 27, 2021		Complete	.50 hr
H. Evans	5	Aug 26, 2021	Aug 30, 2021		Complete	1.00 hr
K. Skinner	1	Aug 30, 2021	Aug 31, 2021		Complete	.50 hr

Extended Time Required Public Records Requests

Requestor	No. of Requests	Requested Documents	Date Received	Response Update	Status	Staff Time Allocated	Costs Associated
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Monthly Totals

No. of Requests	No. of Completed Requests	Staff Time Allocated
41	41	5.75 hrs

COMMUNITY DEVELOPMENT



COMMUNITY DEVELOPMENT UPDATE Ending August 2021

- Housing Element Update
 - Staff received comments on the DRAFT Housing Element Update and are preparing revisions
 - Objective Design Standards are being prepared
- Ordinance Updates
 - Accessory Dwelling Unit Ordinance will be included in the Housing Element Update to comply with State law – will be updated utilizing SB2 funding and LEAP Grant Funding
- MSHCP – Western Riverside County Multiple Species Habitat Conservation Plan
 - Fee update took effect July 1, 2021.
 - Staff is currently working with the program on 4 projects within the City and sphere
 - Staff is participating in RCA committee reviewing the MSHCP program
- Planning Commission
 - The next Planning Commission meeting will be September 28, 2021.
- Grant application
 - GRANT AWARDED: LEAP Grant funding (round two of SB2 funding) in the amount of \$150,000. Contract is executed and funds available for the Housing Element Update
 - GRANT AWARDED - \$160,000. Contract is executed and funds will be available for the Housing Element Update.
 - First reimbursements to be submitted in June.
- Code Enforcement
 - Continued work on closing out long-term cases after Admin hearings.
 - Code Enforcement staff is finishing certification courses
- Building and Safety Department Data for August
 - <http://www.ci.beaumont.ca.us/DocumentCenter/View/2428>



Project Status Report

Project Number	Date Submitted	Applicant	Project Location	Project Description	Project Status	Anticipated PC Hearing Date	Anticipated CC Hearing Date
ENV2021-0017, PLAN2021-0656, PM2021-0009, PP2021-0388-0391, SP2021-0005	08/20/2021	Exeter	North side of Brookside Avenue, South side of Cherry Avenue, East of I-10 at 37101 and 37251 Cherry Valley Blvd.	Summit Station Specific Plan Amendment from residential to commercial, industrial and open space on 188 acres formerly known as the SunnyCal Specific Plan	Submitted, initial review	2022	2022
PP2021-0385 CUP2021-0059	7/28/21	Starbucks	449 E. 4th Street (old Denny's)	Starbucks with a drive-thru	In review		
07-ENV-001		Legacy Highlands SP	s/o SR 60 w/o Beaumont Ave.	Court required remedy of EIR deficiencies	Recission in process		Sept/Oct
PP2020-0317	10/12/2020	John Dykes McClure Machine	North side of 1st Street, East of Viele	17,000sf concrete tilt-up industrial building	Environmental under review		NA
SP2019-0003, PLAN2019-0283, PLAN2019-0284, ENV2019-0008	04/08/2019	JRT BP 1LLC	West of Jack Rabbit Trail, south of SR-60	Annexation, Specific Plan, GPA, EIR for development of 622 acres	Screen check Draft EIR in process, SP review in process	2022	2022
CUP2109-0033&34 PP2019-0209	06/03/2019	Jaswindier Singh Sondh	NWC Pennsylvania Ave & I-10	Proposed gas station, C-market with alcohol sales, quick service restaurant and car wash	Staff review of proposed revisions, CEQA review, CalTrans Issues		NA
ENV2019-0009	07/18/2019	ASM Beaumont Potrero Logistics	s/o SR 60 e/o Hidden Canyon just west of Potrero	Industrial development ~500K sf, would require annexation for small piece of land & entitlement process (ASM)	Screen check EIR in review	2021	2021
PP2019-0222 PM2019-0006	07/30/2019	Ari Miller, Santiago Holdings	NWC Beaumont Ave & Oak Valley Pkwy	Retail center w/possible grocery anchor, drive-thru restaurants, retail & gas station	Staff review, discussion on improvements	2021	NA

COMMUNITY SERVICES_TRANSIT



COMMUNITY SERVICES-TRANSIT August 2021

Recreation

Upcoming Events

- National Night Out- August 2nd - Completed
 - Partner with Beaumont Police Dept
 - Approx. 300 Residents
 - Movie- *Onward*
 - Food Trucks
 - Beaumont Interact Club gave away clothes
- State of the City – August 25th – CRC: Completed
 - Next Year’s booked for 8/24/22
- Monster Mash – October 16th – CRC
- Trunk or Treat – October 31st – Sports Park
- Veteran’s Day Parade – Nov. 11th – Beaumont Ave to City Hall
- Holiday Light Parade – Dec. 10th
- Soup-OR-Bowl (Superbowl LVI) Fundraising Event – January/February
- Veterans Expo – February/March
- FSA Senior Lunch Grab and Go – October 1, 2021, Indoor eating

Ongoing Programs (In-person) – Chatigny Center now open to public

- Senior meals drive-through handout (in partnership with Family Services Association)
 - CRC - Every Thursday at 10:00 am
- Chair Yoga – CRC - every Tuesday & Thursday
- Gentle Yoga – CRC - Wednesdays, 5:30 pm
- Fit After 50 - CRC - Mon, Wed & Fridays
- BINGO – CRC - Fridays 10:30am-11:30am
- Senior Aerobics – Mon, Wed & Fridays – 9am
- Cookie decorating class – 1 class a month
- Pickleball: Mon, 11am-1pm & Tues, 8am-10am
- Open Basketball: Mon, 1:30pm-3:30pm & Wed, 1:30pm-3:30pm
- Parent and Me Ballet – October, Mondays - 4:30pm-5:15pm
- Introductory to Ballet – October, Mondays – 5:15pm-6pm
- Zumba – class schedule pending

Virtual Programs (Online)

- Beaumont Parks and Recreation merged Facebook pages with Beaumont Transit
- Advertising of all in-person programming

Spotlight on Social Media

- Employee Spotlight- Gilberto Fierro (newest hire)

Parks

Nicklaus Park

- Gates at dog park scheduled to be replaced – In-Progress

Mt. View Park (Sundance)

- New display boards for pavilion reservations- installed
- Request for bids for steel shade structure over large playground

Three Rings Ranch Park

- Trees trimmed for entire park by WCA (contractor)

Stetson

- Irrigation upgrades- Ongoing
- New Gopher Control contract for entire park - ongoing

Stewart Park

- Architect provided concept plans for Amphitheater for lower section of park
 - Include ADA path of travel requirements and required electrical relocation

Sports Park

- New Gopher Control contract for entire park - ongoing

DeForge Park

- CDF vegetation removal in channel- Ongoing
- Restroom door to be replaced after vandalism

Grounds Maintenance

Rights-of-Way

- Graffiti Removal – Eleven (11) locations
- Cherry Channel (south) walking path irrigation replacement – underway
 - Valve replacements
 - Prep new drip line in anticipation of new landscape install
- City backflow devices inspection – completed
 - Those needing repairs are scheduled
- Mulch Project –
 - Cherry Channel (north of Oak Valley) and CRC- Completed

Open Space and City Owned Lots

- Weed Abatement Program

- Coordinating with CDF – Seneca Springs open space – underway
- Contractor to submit bids for all city lots – under review

CRC – State of the City Prep

- Trimmed all trees
- Additional mulch placed in all planters and around the CRC
- Pressure washed all hardscape around CRC
- Added new plant material to Cherry Channel north

Building Maintenance

Fire Station 66

- New ice machine - Ordered
- Electrical Engineer hired to review plans and determine appropriate design-walk through completed

City Hall

- All roof drains opened and cleaned out
- Paint and Stucco RFP awarded – Pre-Construction scheduled

Police Department

- Enhance lighting in parking lot – In-Progress
- Obtaining quotes for minor roof repair to modular building
- Electrical and Generator Upgrades – In Progress

Chatigny Recreation Center

- HVAC System – wireless system installation - Completed
- Preventative maintenance completed on all HVAC units at CRC. Mechanical repairs made as needed
- New drywall in elevator mechanical room after water leak – In-Progress
- New LED lights in lobby and stage installed
- Sound buffering panels replaced in gymnasium
- New LED lighting in lobby bathrooms installed
- AC Compressor unit replaced for stage and green room

VFW

- Roof and drywall repairs- completed

Transit

Operations

- Senate Bill 149 – Trailer bill proposing an additional year of farebox recovery waiver – staff is tracking progress
- All bus routes are operating at full capacity
 - Masks required
- Free Fare Promotion continues funded by LCTOP grant

- Routes 7 & 9- back in full service
- Service changes made to Casino Express and Commuter Link 125
- Branding Update:
 - Phase 1: Bus Wraps- Complete
 - Phase 2: Bus Stop Blades- In Progress
- EV Charging Station use:
 - August: 42 unique drivers, charging for 187 sessions
 - EV Charging Rate Increase being discussed and will be presented to Council
- New EV shuttles - getting driver barriers modified to fit vehicles.
- 3 new buses are in service both fixed and commuter routes
- Smog inspections on vehicles that are required this year have begun being tested

Spotlight on Social Media

- Employee Spotlight- Gilbert Krieter

Capital Improvement Plan Projects

Stewart Park Project – 3.95M

- City Council approved conceptual plan January 19th
- Geotechnical survey contract awarded
 - Boring completed – final report completed
- Demolition Work of Pool and Pavilion Buildings – completed
- Electrical engineering – engineering design work pending engagement of consultant
- Landscape architect retained to design bandshell and multi-purpose fields
- Meeting held with Water Odyssey
 - Contract awarded for design
 - Preliminary design expected Sept. 18th
- Street vacation of 10th Street
 - Pending Council approval

Rangel Park Ballfield Lights, Electrical and Playground - \$500,000

- Geotechnical engineering – completed
- Electrical engineering – engineering design work awarded to KEWO Engineering
 - Preliminary design and cost estimate recommendations received by staff
- Splash Park – scope and quote received for design
- Landscape Architect retained for pre-construction plans
- Civil Engineer retained for topography and grading/drainage plans

Playground Shade Covers Phase I - \$250,000

- Request for bids out to public for steel shade cover construction – Bids received and in review

Compressed Natural Gas Fueling Station

- So Cal Gas meeting to discuss tariff agreement – ongoing
- Application for new gas service - Completed
- Presentation to Council coming soon

Bus Shelter Project- Walmart

- Contract awarded- August 3rd City Council Meeting
- Shelters and other amenities delivered
- Construction began September 7th, completion expected Mid-October
 - Walmart bus stop relocated to 1st Street at Sonic and additional stop at Raising Canes side of 2nd Street.

Grants

- Carl Moyer Program – SCAQMD - \$600,000
 - Application approved at January 15th meeting
 - Additional funds to be used for CNG station
- Prop 68 Per Capita Grant - \$177,952
 - Approved by City Council to apply for funding to improve Three Rings Ranch Park
- Circle 4 Tree Planting Grant
 - CaUFC (California Urban Forest Council) will provide the City approximately 70-100 15-gallon trees which will include stock and labor to ensure proper installation by volunteers and WCA, Inc (West Coast Arborist).

ECONOMIC DEVELOPMENT



ECONOMIC DEVELOPMENT

August 2021

RFPs Underway

Major Projects

Retail Market Analysis

- Work is underway with The Retail Coach
 - Retail Market Analysis Complete
 - Promoting custom cell-phone analysis to all small businesses in the City
 - Site Profiles underway
 - Attraction is underway – Recruitment Sprint #2
 - Drafting Opportunity Site Profiles
 - Prepping materials for regional ICSC conference in December 2021

Covid-19 Response

- Back to Business Committee
 - Business Survey
 - Resident Survey
 - Business Outreach
 - Stay updated with State Guidelines and Reopening plans
 - COVID-19 Complaint Business Package
 - Small Business Grant Program – Round 2 funding has been distributed
- American Rescue Plan
 - Provides direct funding to each City in two payments
 - Reviewing eligible uses for these funds. New guidelines coming soon
 - Funds must be expended by 2024
- Major Employer Discussions
 - ICON is seeing a huge increase in orders and shipping
 - Wolverine has leveled out
 - CJ Foods is in full production
 - Rudolf Foods is expanding its operations and is hiring 40 new employees
 - Priority Pallet is starting to recover
 - Amazon is happy with their location
- Business Resource Information is available on City website
 - Reopening plan guidance docs for each industry
 - Disaster loans, Small business grants and Paycheck Protection Program links
 - Utility benefit info
 - Small business development assistance
 - Programs to help small business retool and adapt their business plan and strategy
- Beaumont Eats program – Supplies of barricades and Ez-ups are available to interested businesses through an application process.
- Revised sales tax projections and project absorption for FY21

- Expand modeling on sales and property taxes for impacts from COVID-19
 - Update recession indicator model with new datasets
- Legislative Review of State and Federal mandates and programs related to COVID-19
- Go-Biz Small Business Grant Program (\$25k) would expand by 4x if the State's budget passes as proposed. Info is available on the City business resource website.

Retail Recruitment Strategy

- Review of information and needs associated with establishment of the program
- Retail recruitment has changed, and the City's efforts must adapt to stay competitive
- Continue to review and come up with ideas on streamlining permit process
- Market Analysis completed
- Working to revamp Economic Development portion of the website to include data and info site selectors and corporate execs are looking for

Economic Development Strategic Plan

- Partnership established with UCR for business and entrepreneur development
- Potential partnership with CVEP for business development and resource seminars
- Partnerships developed for datasets and review of statistics
 - UCR
 - Working on MSJC
- Targeted Industry Groups
 - Fulfillment centers, high-tech manufacturing, additive manufacturing, healthcare, renewable energy sources, logistics technology clusters
 - Hotels, entertainment outlets, sit-down restaurants, retail businesses
 - Market Analysis will kickstart this effort using new datasets and industry matching
- Monthly workforce training events held each month on 2nd Thursday (Next Date is October 14)
- Focus has shifted towards Retail recruitment and Marketing functions for 2021
- FY22 programs being developed now
 - Small Business and Large Employer Meetings Scheduled for October
- Working on new website content and design

Downtown Campus/Facilities Master Plan Project

- Working to update based on newly adopted Downtown Plan

Sales Tax and Property Tax Review

- Review and analyze quarterly sales tax and annual property tax revenues
- Make suggestions and action plans on results
- Targeted sectors, business outliers and discrepancies
- Growth projections
- Incorporate this data into the multi-year fiscal model and annual budget
- Property tax dataset from years 2000-2018 – completed
- Working through revenue models based on home sales and sales tax updates

Economic Fiscal Impact Model Review (part of General Plan Update)

- Review inputs and test model
- Run various test projects to determine calibration

Budget Modeling and Review

- Working to develop a robust and sound fiscal model based on a true data set that can be trusted
- The model will be able to project future revenues and growth projections to make better financial choices today
- Working on economic indicator review for downturn/recession planning opportunities
- Partnership with Claremont McKenna College Professor in Economics Dr. Keil
- Developing commercial /industrial absorption model with revenues
- Working on expense model per development type
- Recession indicator model
- New required revenues model under development, based on new fiscal forecast deficit in 2024
- Recession Indicator Model previously created being reviewed to track leading indicators

Coordination with Multiple Departments on Projects

- Work on current / future projects, capital projects, Capital Improvement Plan, Design Review Committee, review of Planning applications and projects
- Serve as city liaison for private industry for each city department

Economic Development Committee – Next meeting October 13, 2021

Grant Management

- Developing City Grant Policies and Procedures
- Developing Grant tracking worksheet
- Reviewing funding opportunities
- Applying for Inland Social United Way Grant for small business events

Foreign Trade Zone

- Working with City of Palm Springs or March JPA to potentially expand their zone to include Beaumont
- Develop strategy to work through US Customs to get the approval of alternative site framework application
- Working on next steps.
- A path forward has been determined but requires additional funding for a customs officer to cover the expanded zone area
- Working with Riverside County to identify possible funding sources

Business Retention and Expansion Events

- Programming next series of events and training seminars for post pandemic
- Partnering with UCR, RivCo EDA and Coachella Valley Economic Partnership
- Contact small companies in need of assistance and resources
- Retraining Program
- Small Business and Large Employer Ambassador Meetings
- Annual City Job Fair scheduled for November 2021

Current Development Projects (building now)

Sundance Corp Center

- Building 1 and 2 almost completed
- Building 3 working on Tenant Improvements

- Working to fill remaining retail/in-line space

San Gorgonio Specific Plan

- Commercial property between 1st and 2nd streets from Kohls to Center Pointe (across from Walmart)
- Most attraction efforts are completed: A few inline suites are still available
- Now Open: Ulta Beauty and CinemaWest
- Building starting soon: Sherman Williams
- Now open are Grocery Outlet, In-N-Out, Raising Cane's, Five Below, Jersey Mikes, El Mariachi Mexican Take-Out, Bright Now Dental, and AT&T Store
- Building is continuing and most tenants are still planning on opening this year, restrictions permitting.

Major Development Projects - Potential

Denley – Beaumont Village Specific Plan

- 300-acre specific plan with Commercial/Residential/ Mixed use project
- Between Oak Valley Parkway and SR 60, east of Potrero Blvd.
- Project meetings on-going as of January 2020
- Entire project is not included in BCVWD Urban Water Management Plan

Crossroads Logistics - Amazon

- Amazon construction completed and facility is now in operation
- Revised job numbers from Amazon is now 3,300 for this facility
- Initial projection was 750-1000 direct jobs created

Crossroads II Logistics (Hidden Canyon)

- McDonald Property Group is new owner
- Had multiple meetings with interested parties (developers and end users)
- Working to attract targeted industry groups per the EDSP
- Currently working on tenants for the 1 million sq. ft. building
- Have a lead on the second building as well

Commercial property at Oak Valley Parkway / Beaumont Avenue

- Working with landowner and broker to attract key tenants for the center
- Current leads are Farmer Boys, 7-Eleven with gas, drive-thru Starbucks

Commercial property at Oak Valley Parkway / Desert Lawn Drive

- Project submitted with new Gas Station and Drive Thru restaurant

Commercial property at Eighth Street / Highland Springs Avenue

- Small 1.5-acre site
- Current leads are 7-Eleven with gas and quick service restaurant

Other Project Leads

Miscellaneous leads for projects that I have worked on in the last 12 months. These range from simple phone calls to complete meetings with developers, architects and engineers.

- Commercial property at Oak Valley Parkway / I-10
- Commercial property at Oak Valley Parkway / Golf Club Drive

- Commercial property at Beaumont Avenue / 1st Street
- Commercial property at Pennsylvania / 6th Street
- Commercial property at Pennsylvania / 1st Street
- Commercial property at 6th Street and Xenia Avenue
- Residential property at 6th Street and Xenia Avenue

Other Items

- Hotel Incentive Package
- City Incentive Package/Policy
- Downtown Parking Ordinance
- Top 10 Commercial Broker meeting program
- Development of Chamber of Commerce partnership
- US EDA – Potrero PH2 Grant
- Food Truck Ordinance review
- Young Professional Networking Program
- Business of the month program with Chamber of Commerce has been created

FINANCE



FINANCE DEPARTMENT

August 2021

SPECIAL PROJECTS

- Tyler software
 - Payroll/HR Module – this project will consolidate payroll and HR within the primary City financial system. The City Council approved funding for this project at the December 15, 2020 meeting. This project will move forward with implementation contemplated by July or August 2021. Payroll Configuration started on 05/10/21. Payroll went live on August 27,2021.
 - Cost Allocation and Fee Study– need to update for both grant indirect rate purposes and for fee adjustments. Draft RFP has been completed for a cost allocation and fee study and is waiting for final approval as of 09/10/21.
 - Exploring alternative solution to Business License software needs – project is on hold
 - Tracking Accounts receivable through Tyler – project is on hold
- FEMA grant – application submitted successfully by the City. Costs associated with responding to the Covid-19 emergency are being tracked and documented. The City has submitted several projects and expects to submit additional projects in the first quarter of calendar 2021. Initial funding decisions should occur in April 2021. One claim has been approved, others are still in review. We received our first FEMA reimbursement on 09/02/21 for \$10,369.19 for PD overtime.
- CARE (COVID Relief Fund) – the City is eligible to receive up to \$635K in Federal Funding through the State. As of November 19, 2020, City has received all of these funds. Following the receipt of Federal funds, the City Council created a General Fund supported Covid Relief program in the same amount as the Federal funds received.
 - Business Grant awards are complete and funds have been disbursed. The Council decided to move forward with a second round of funding. The second round of business grants was processed and payments issued on March 19, 2021.
 - Household assistance applications have been received and payments have been issued to qualifying households.
 - To date, approximately \$400K of these funds have been expended.
- Treasury's Coronavirus State and Local Fiscal Recovery Funds – The City is eligible to receive funds in the amount of \$7,306,318.00. The application for these funds has been submitted and the first tranche of funds was received on 6/7/2021. The second tranche will be released 365 after receiving the first tranche. Premium pay was authorized by City Council and was processed on 6/25/2021 in the amount of \$1,833,584.60.
- 2020-21 Overhead Allocation and Transfers -overhead transfers completed for 1st, 2nd, 3rd and 4th quarters. Other transfers and position splits are completed through the fourth quarter.
- Internal Service Funds – the CC approved the creation of 4 new internal service funds. This includes:
 - Facility Maintenance/ Replacement Fund
 - Vehicle Replacement Fund
 - Equipment Replacement Fund

- IT Equipment Replacement Fund

These funds will be incorporated into the FY 2022 budget process with allocations to the funds from departments based on a utilization basis.

- New processes and procedures
 - Investment policy/ Investment process – the policy has been approved by City Council an investment advisor selected. The setup work is underway and an updated policy with recommendations from the investment advisor was approved by Council on 5/18/2021. Investment program is in process and currently waiting for market conditions to improve to implement.
- Compliance with Developer Agreements
 - KHOV
 - Fee credits for prepaid Sewer Capacity DIF reconciled monthly (overpayment has been identified – refund to developer completed)
 - Park fee credits reconciled monthly
 - All Bond proceeds available to KHOV for 2016-4 have been paid
 - Pardee
 - Park fee credits and prepaid DIF reconciled monthly.
 - IA 8F bonds issued and proceeds sent to Pardee.
 - Pardee was billed and has paid prepayment for FY 2021 after DIF and TUMF credits were included in the computations.
 - Pardee requested and was paid the Paygo funds from IA 8F
 - RSI
 - Fee credits for prepaid Road and Bridge DIF completed
- Compliance with TUMF Credit Agreements
 - Pardee
 - Potrero Phase II
 - Pennsylvania Widening
 - Oak Valley Interchange
 - Lassen
 - 4th Street Extension (Grading)
 - Crossroads
 - 4th Street Extension (Paving)
- Processing of CFD Prepayment Requests
 - Program restarted October 2017
 - Process “dark” from 6/1 through 9/30 for tax roll assessment processing
 - Received #20 requests to date (one received May 2021)
 - Received #19 full payoffs to date
 - Total \$325,527.39 for debt service
 - Total \$10,739.38 for future facilities
 - All funds transferred to Trustee for retirement of bonds
 - Bonds retired to date = \$180,000
- Management of Existing Bonds
 - Special District Report for Beaumont Finance Authority Due 01/31/21 – report completed
 - Special District Report for Beaumont Public Improvement Authority Due 1/31/21 – report completed
 - Next Debt Service Payment Due 09-01-21 – Completed
- Refunding Bond Issuance completed for IA 8C and IA 17B

- Refunding Bond Issuance completed for IA 7B, 7C, 17A, 19C and 20
- Bonds issued for CFD 2019-1
- SCO Filings Due for FY20
 - All filings complete.
- AQMD FY20 filing – completed
- File FY 2020-21 City Budget with the County of Riverside – completed
- CFD Assessments Costs (Parks/Maintenance/Administration)
 - Reporting CFD Revenues Generated by IA – Recording in the general ledger as received from the County of Riverside
 - Segregation of funds: #250 Administration, #255 Maintenance, #260 Public Safety, #265 Facilities, #510 Pay-Go, #840 Bond Debt Service, #850 BFA, #855 BPIA
 - Demonstrate Means/Methods for CFD Fund Allocations – Working on best way to identify/capture data:
 - Park Maintenance
 - Parkway Maintenance
 - Public Safety
 - Other

This project will be re-initiated and considered as part of the cost allocation project this summer.

- IA 8F – Bonds issued – net proceeds approx. \$12.3 million sent to Pardee in compliance with settlement agreement and acquisition agreement. The vast majority is a return of DIF and TUMF fees.
- Pardee – pay go reimbursement request filed for Area 2016-2 – request of \$340,726 – Completed
- Pension Liability Analysis and Options – reviewed by CC at the March 3, 2020 meeting. The City Council allocated \$2.5 million in General Fund reserves to be used in addressing the pension liability. Staff will provide the CC with an overview of options including pros and cons of those options. This will be planned for August 2021.
- FY 21/22 Budget – Staff will begin the budget process for the FY 2021-22 budget beginning in January 2021. A proposed timeline was provided to the CC at its January 5, 2021 meeting. The budget was presented to the CC at its April 20, 2021 meeting for initial review and direction. The final budget was adopted by Council on June 1, 2021.
- Budget book development using new software in in process. Final book is planned to be completed by September 2021.

ONGOING WORK

Bank reconciliations (all banks and trustee accounts)

**NOTE: Citibank Operating Account reconciled through 08/25/21
Payroll and Workers Comp Accts reconciled through 07/31/21
All other accounts reconciled through 08/31/21.
All Trustee accounts reconciled through 7/31/21**

Daily cash receipts data transfer into the general ledger

Weekly accounts payable processing

Timely recording of payroll and related entries

Review and reconciliation of all DIF monthly

Review, reporting of MSHCP and TUMF monthly

General ledger review and reclassifications as needed

Review of budget to actual activities

Monthly financial reporting to Finance Committee and City Council

Review and analysis of Project accounting monthly

- Review of project budgets to CIP
- Reconciliation of revenues recorded
- Reconciliation of expenses incurred with Public Works
- Reconciliation with general ledger entries

Development of Policies and Procedures (continuous)

Transparency

- General ledgers are redacted and uploaded
- Wilmington Trust statements are being held due to redaction issues-ONLY available to view over the counter
- Paid vendor invoices are scanned and uploaded to portal within reasonable time frame
- Bank statements and reconciliations uploaded through January 2021
- All Bond fund requisitions are redacted and uploaded

UPCOMING PROJECTS

Business license program management

Inventory management – for equipment this will be updated during the fall of 2021 using the new Fixed Assets module

Travel Policy – needs to be created

Looking at implementing an automated AP payment through Tyler

Further Automation of Accounts Payable and Accounts Receivable processing

A complete review of all financial policies will be undertaken during FY 2022 to determine missing elements and needed updates.

GRANTS

The Community Development Department took on the task of tracking all grants received by the City and coordinated with the Finance Department. A complete listing of existing Grants and projected Grants was provided to the Finance Committee and City Council in June 2020. This listing will be updated and maintained. In process of completing a grant policy and procedures. A multi-department effort to coordinate and track grants is underway.

INFORMATION TECHNOLOGY



INFORMATION TECHNOLOGY AUGUST 2021

Tyler Upgrades – IN PROGRESS

- New Payroll Software – completed
- Business License software module research.
- Civic Engagement software (EAM) demo to replace PMM.
- New Solar Application Process online

City Hall – IN PROGRESS

- Remodel and moves in place.
- New phone upgrade in place – Completed.
- Wireless access addition to rest of site for better coverage.
- Uninterruptable power supplies begin deployed.

Police Department – IN PROGRESS

- New Kiosk for better civic engagement – Completed.
- Will have analytics to provide for staff for better information of service needs.
- Retrofit a few new vehicles with Toughbook's and cradle points – Completed.
- Upgrades to Data Center at PD being presented to Council – Completed.
- New RIPA AND DOJ Compliance modules being tested.
- Mark43 and DOJ project still in place.

CAD\RMS System for Public Safety (PD)– IN PROGRESS

- NG911 ATOS install and testing- Completed.
- New Internet line for Riv Co installed
- Additional vehicle retrofit with CAD access – Completed.
- Vehicle Location Service being tested.

Wastewater Plant –IN PROGRESS

- Looking at for better access to SCADA.
- New Internet Upgrade and phones system Install– In progress.
- New redundancy IT measures being explored – Completed.

Albert Chatigny Community Center AC Controls

- Testing new AC controls with Directive from Parks & Rec – Completed.
- New Rec Software and membership scanner test – Completed.

IT Strategic Plan – IN PROGRESS

- New Application management appliance, council presentation TBD.
- Looking at efficient ways to save city money on telco services.
- Provide GIS assessment -added to Budget request.
- Identify needs for City of Beaumont post Covid-19. Will include in strategy.
- Looking at options to bring a third party for holistic assessment of needs.
Meeting to discuss budget and ongoing projects to align to Beaumont's vision.

Zoom Meetings – IN PROGRESS

- Continue to use due to covid-19 restrictions.
- Completed closed session Zoom Room.

PUBLIC INFORMATION



PUBLIC INFORMATION PROJECTS UPDATE August 2021

Projects

- ~~State of the City~~
 - ~~Meeting with Mayor to finalize presentation outline~~
 - ~~Gathering project details from department heads~~
 - ~~Setting up videos with each councilmember~~

- ~~9/11 Proclamation going to CC on 9/7/2021~~
 - ~~Prepare Resolution~~

- Communications Strategic Plan
 - Need Staff Report/Presentation to City Council
 - Updating the 2018 plan to include new goals and objectives to advance the City communications and marketing efforts.
 - Style Guides both City/PD
 - Media Kit on website
 - PD Email Distribution
 - City App
 - Calendar for annual and upcoming events
 - Daily posting (Mon-Fri)

- ~~Branding Phase 2~~
 - ~~Initiated project with JPW Communications for design of secondary branding elements~~
 - ~~Returning to City Council in September 7th with Council requested changes~~
 - ~~Project estimated to be complete by October~~

- Citizens Academy
 - ~~Finalize class dates/times~~
 - Advertise/Event Sign up
 - Course Curriculum/Schedule

- CIP Book
 - Kickoff meeting with consultant to discuss project
 - Consultant provided outline/scope

- Downtown Vision
 - Developing a visual marketing piece which highlights CIP projects, streetscapes, placemaking, and city branding for the downtown area.
 - Materials will be utilized to market the area to investors and developers

- Economic Development
 - Branding/Website Development
 - Kyle providing detailed framework for website

- Public Education
 - Government 101
 - Districts
 - Planning Commission Spotlight
 - Planning/ED
 - Commercial site selection and development process flowchart to educate residents on new businesses coming to Beaumont
 - FAQ Page for website
 - Public Works
 - Traffic Projects
 - Townhall Meetings

- Website Updating
 - Have contract for photographer
 - September 29/30th photographer to take photos of PD/City Hall
 - Update content on pages

- Advertising/Misc. Outreach
 - Recall election posts scheduled
 - Save the Date: Monster Mash
 - Free Fare on Beaumont Transit/Masks Required
 - #WMWednesdays
 - Facility rentals
 - How to submit service requests online
 - COVID-19 updates - Ongoing

- Misc. Projects
 - Updating website with wastewater survey information for businesses
 - Mayor Mondays
 - Updating website with Housing Element/SM Blast
 - Creating updated slides for TV channel
 - AB 1475 – Booking Photo Review

Local Events

Coffee with a Cop – September 9/9

Veteran's Day Parade

Social Media Followers

What is the Difference Between Likes and Follows? ... A Like is a person who has chosen to attach their name to your Page as a fan. A follower is a person who has chosen to receive the updates that you post in their news feed (subject to the Facebook algorithm of course).

- Facebook
 - City Account -9,023Followers (+38)
 - 1 individual Direct Messaged (DM) us
 - Highest performing post in August: #MayorMonday Dutch Bros
 - Reach: 53,900
 - Parks and Recreation - 1,217Followers (+39)
 - Highest performing post in August: Walmart Bust Stop Temp Closure
 - Reach: 3,630
 - PD Account -12,584 Followers
 - Highest performing post in August: Police Activity in wash at Noble Creek
 - Reach: 16,761
 - Transit - **MERGED WITH PARKS AND REC PAGE AUGUST 1**
- Twitter
 - City 2,638 Followers (+1)
 - PD 1,966 Followers
- Instagram
 - City 3,497 Followers (+46)
 - PD 7,610 Followers
- Nextdoor
 - City and PD 12,625 Members (+353)
 - 8,544 claimed households

Misc.

- eNewsletter/ News releases
 - 3,144 registered contacts (-6)
- Notification sign-ups
 - calendar of events - 1,636 (+1)
 - City Council - 734 (-8)
 - EDC - 225 (-1)
 - FAC - 159 (-2)
 - Planning Commission - 582 (-6)
 - Construction Updates - 1255 (-2)
 - Homepage news - 203 (+1)
 - PD Homepage News - 19

PUBLIC WORKS



PUBLIC WORKS UPDATE AUGUST, 2021

- Pavement Rehabilitation
 - Staff prepared bid package based on preliminary streets list presented to CC on 04/20 and feedback obtained therein.
 - Project has been advertised and bids were opened 08/06/2021
 - City Council Approved contract with AAA paving on 09/07. Staff is preparing Notice to Proceed and kick-off meeting in the next few weeks.

- Sewer System Master Plan
 - Data request from Consultant has been completed and fulfilled.
 - Mesa Lift station survey is complete, consultant preparing accurate “as-built” record drawings and is complete.
 - City-wide Hydraulic Model initial draft has been reviewed and new development projections have been loaded and is operational.
 - Lift Station assessment draft completed.
 - Population and development projections are complete.
 - Data collection and assessment of Wastewater System is complete.
 - System wide condition/capacity assessments are complete.
 - Capital Improvement Plan Development draft is complete.
 - CC workshop held on July 22.
 - Sewer system Draft Master Plan has been provided. Staff targeting adoption of Master Plan by CC in November

- Highland Springs Interchange
 - Cooperative Agreement Amendment with the City, RCTC, and Banning for the preparation of Project Approval and Environmental Document (PAED) for the Highland Springs Interchange Project approved by CC.
 - RCTC is the lead in preparing the report with input from both the City of Beaumont and Banning.
 - Funding for the PSR and PAED from WRCOG settlement.
 - Updated Project Traffic Forecasting and Operational Analysis (TFOA) has been returned with minor comments which have been addressed.
 - The Preliminary Environmental Analysis Report (PEAR) has received minor comments which have been addressed.
 - Completion of PSR is pending.

- Potrero Phase 2
 - Staff looking at potential further phasing of interchange ramp construction. Potential modifications include revising proposed 6 ramp interchange (4 on-

- ramps & 2 off-ramps) to a 4-ramp interchange and delaying additional 2 on-ramps to future date in which traffic volumes warrant construction.
 - Staff looking at other grant opportunities, potential funding solutions.
 - Direction has been provided to determine feasibility of modified approach.
 - Traffic Analysis to be revised to ensure modified approach will operate at appropriate level of service for 15 years
 - Fee proposal to revise traffic in accordance with direction provided has been received and is under review.
 - Staff took a Professional Services Agreement to authorize additional analysis supporting 4 ramp proposal at 09/07 CC meeting. Staff will also brought forth a TUMF reimbursement agreement to pay for additional analysis.
 - PSA pending execution by all parties, at which time project will be kicked off. Preliminary analysis will be provided within 3 months.
- Highland Springs Signal Timing
 - Concurrence has been received, and three-party MOU between Banning, Beaumont, and Caltrans was approved at the 12/01/2020 CC meeting.
 - Maintenance agreement between Beaumont and Banning was approved at the 12/15/2020 CC Meeting.
 - Kick-off meeting has been held and staff currently preparing proposed timing for affected intersections for Caltrans review.
 - Proposed timing has been approved by Caltrans.
 - Implementation of timing expected by the end of September
- Pennsylvania Avenue Widening
 - Environmental consultant released to prepare CEQA document
 - Draft environmental document (Mitigated Negative Declaration) completed and under review.
 - CC adopted Mitigated Negative Declaration at 08/17 CC meeting
 - Staff currently working with regulatory agencies to obtain required environmental permitting. Targeting project bid by the end of 2021.
- Pennsylvania Avenue Railroad Grade Separation ~ No Change
 - Consultant directed to perform cost analysis for Riverside County Flood Control District master plan storm drain improvements as part of project. Staff able to get Flood Control to authorize up to \$5.3M in current budget.
 - Proposed design allows improvements to stay within Pennsylvania Ave., potentially avoiding significant environmental constraints associated with realigning outside City right-of-way. Feasibility is being confirmed.
 - Consultant is working on the 35% plans, specifications, and engineering.
 - Current contract has limited consultants' obligation to 35% design. Staff is searching for additional funding to engage consultant to complete design.
- Pennsylvania Avenue Interchange ~ No Change
 - Staff has had several meetings lately regarding traffic analysis and future compliance with Vehicle Miles Traveled (VMT) guidelines.
 - Caltrans will allow City to be lead agency for environmental clearance which should help facilitate project.

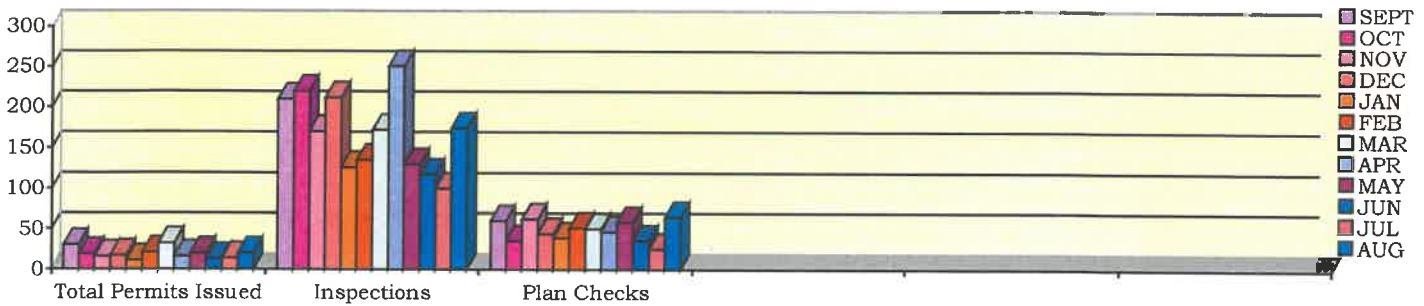
- Staff has been able to obtain Caltrans concurrence regarding project study radius and intersection identification. City will not be required to include projects outside of our jurisdiction. Additionally, the recently completed traffic model runs for our General Plan can be utilized for study horizon year data saving time and cost of additional modeling.
- Traffic Operations Analysis Report (TOAR) being revised to include recent General Plan traffic model runs.
- West Side Fire Station
 - Consultant has submitted for fourth review of complete design package (Civil, Architectural, and Landscape).
 - Civil Approved
 - Several environmental studies and reports are currently underway, including:
 - Habitat Assessment and Constraints Analysis - Complete
 - Biological Resources Report - Complete
 - Determination of Biologically Equivalent or Superior Preservation (DBESP).
 - Completed and being sent to Regional Conservation Authority and Wildlife Agencies with anticipated review time of 60 days.
 - Jurisdictional Delineation - Complete
 - Environmental consultant currently preparing Initial Study/Negative Declaration
- Line 2, Stage 1 Drainage Project
 - Cooperative funding agreement was approved by CC on 09/01 and also approved from Riverside County Board of Supervisors
 - Professional Services Agreement awarded to EXP at the 12/15/2020 CC meeting.
 - Project has kicked off. Consultant initial step is to address any downstream limitations (Seneca wash) and identify potential mitigations.
 - Analysis has been identified and staff now working with consultant on preferred design approach.
- Second Street Extension
 - Phase 1 of project complete which included
 - Preliminary design
 - Preliminary cost estimate
 - Preliminary environmental assessment
 - Phase 2 of project kicked off as authorized by CC on 03/16/21 meeting.
- By the Numbers ~ Running 12 month total of permits and inspections
 - Includes the following:
 - Encroachment permits issued.
 - Offsite improvement permits associated with residential developments issued.
 - Offsite improvement permits associated with commercial developments issued.
 - Commercial development inspections.
 - Residential development inspections.
 - Commercial development plan checks.
 - Residential development plan checks.



PUBLIC WORKS

MONTHLY PERMIT INFORMATION

RUNNING 12 MONTHS



	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG
Permit Information												
Encroachment - Issued	22	14	9	14	7	21	24	11	18	13	13	19
Residential Improvements	4	5	6	0	3	0	8	5	2	0	0	0
Commercial Improvements	4	0	1	3	1	0	0	0	0	0	1	1
TOTAL	30	19	16	17	11	21	32	16	20	13	14	20
Inspections												
Commercial	109	86	73	35	48	31	40	50	48	42	13	52
Residential	101	134	97	177	78	104	132	201	82	75	87	122
TOTAL	210	220	170	212	126	135	172	251	130	142	100	174
Plan Checks												
Commercial	15	10	46	6	4	14	10	6	10	15	8	23
Residential	45	25	16	38	35	37	40	40	48	18	17	41
TOTAL	60	35	62	44	39	51	50	46	58	35	25	64

FY 21/22
 FY 20/21

This information is gathered from monthly reports and inspection records. Permits issued as of August 31, 2021.