



#ACITYELEVATED

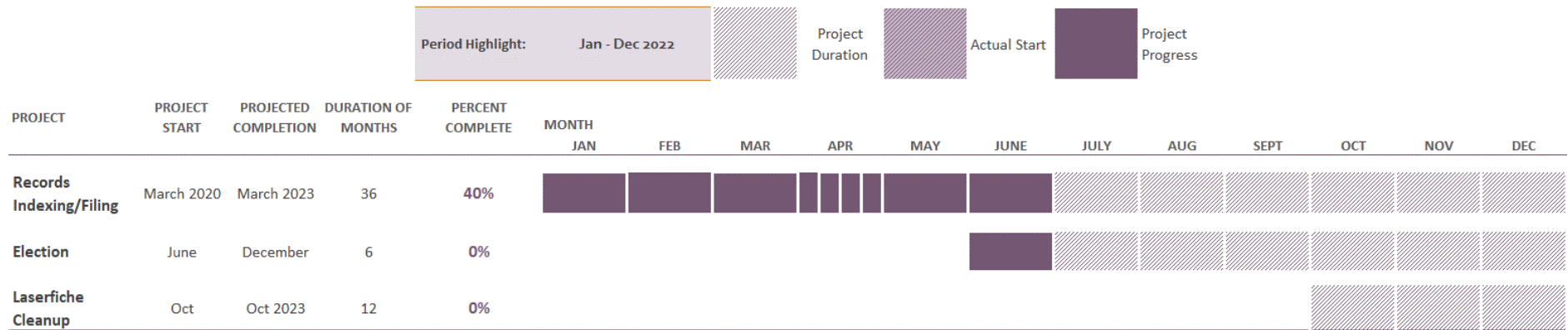
DEPARTMENT PROJECTS

SCHEDULE UPDATES

June 2022

CITY CLERK

City Clerk's Office Project Status



Records Indexing/Filing – A complete indexing of all records within the City Clerk’s office and implementation of a new filing system to be categorized in a user-friendly structure and format.

2022 Municipal Election – The 2022 Municipal Election will have five seats up for election (three Council Members, Treasurer and City Clerk). Nomination Period opened on July 18th.

Laserfiche Cleanup – A restructure of folders within Laserfiche to replicate the new filing system being established for ease of locating documents. A full audit of the documents will be conducted to be in accordance with the adopted retention schedule policy.

Public Records Requests for the Month

Requestor	No. of Requests	Date Received	Response Date	Response Update	Status	Staff Time Allocated
C. Collins	1	June 1, 2022	June 1, 2022		Complete	.50 hr
H. Robles	2	June 6, 2022	June 6, 2022		Complete	.50 hr
L. Chatar	6	June 9, 2022	June 17, 2022		Complete	1 hr
T. Galindo	2	June 14, 2022	June 17, 2022		Complete	1 hr
J. Gabriel	5	June 10, 2022	June 14, 2022		Complete	1.50 hr
L. Uremovic	2	June 16, 2022	June 16, 2022		Complete	.50 hr

M. Robert	2	June 21, 2022	June 21, 2022		Complete	.50 hr
L. Uremovic	1	June 17, 2022	June 21, 2022		Complete	1.5 hr
B. Freeman	1	June 22, 2022	June 23, 2022		Complete	.50 hr
L. Rivera	1	June 23, 2022	June 23, 2022		Complete	.50 hr

No. of Requests	No. of Completed Requests	Staff Time Allocated
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23

23

8 hrs

COMMUNITY DEVELOPMENT



COMMUNITY DEVELOPMENT UPDATE Ending June 2022

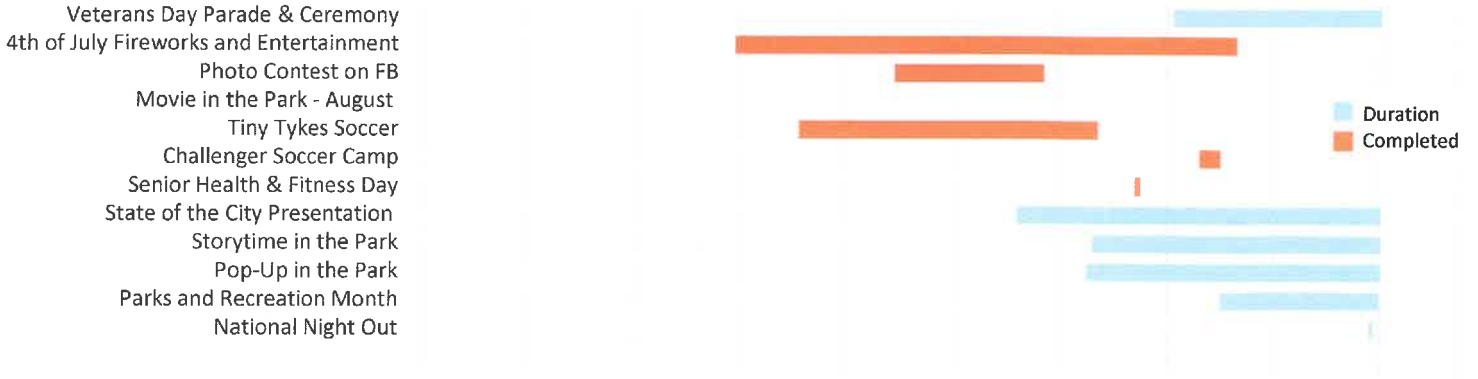
- Housing Element Update (Project CD-02)
 - Housing Element Update will be presented to Planning Commission in August and City Council in September.
- Zoning Code Updates (Project CD-01)
 - Accessory Dwelling Unit Ordinance will follow the Housing Element Update to comply with State law
 - Objective Design Guidelines will follow approval of the Housing Element in
- Planning Commission – Next Meeting is **August 9, 2022**
- Fire Safety – ending June 2022
 - 12 Fire Plan reviews
 - 84 Building Plan reviews
 - 6 Public Works plan reviews
 - 23 Planning case reviews
 - 137 Construction inspections
 - 4 Non-mandated Fire inspections
 - 12 Mandated Fire inspections
 - 4 Special Event inspections
 - 15 Miscellaneous inspections and follow-ups
- Code Enforcement – ending June 2022
 - 17 cases opened in the month of May
 - 56 Inspections resulting in no cases opened
 - No case closed
 - Weed abatement nearing completion
- Building and Safety Department Data
 - **Error! Hyperlink reference not valid.**
- Planning Project Data for May 2022
 - DRC Reviewed 13 applications
 - 28 new Planning applications were received
 - 55 plan checks were conducted

COMMUNITY SERVICES

Community Services Department Updates – June 2022

Projects Update

2/1/2022 2/21/2022 3/13/2022 4/2/2022 4/22/2022 5/12/2022 6/1/2022 6/21/2022 7/11/2022 7/31/2022



Recreation Division Highlights:

- Pop-Up and Storytime in the Park began June 6. These drop-in style events are hosted from 9am to 11am at parks throughout the community and provide games, activities, and crafts. Storytime events are hosted in partnership with the Beaumont Library.
 - Pop-Ups: Mondays and Wednesdays
 - Storytime: Tuesday
- Hosted a Senior Health and Fitness Day on June 15 featuring free senior fitness programs available at the CRC. A “Lunch and Learn” discussing the benefits of aerobic activity was provided by Riverside County Office on Aging.
- The Pass Patchers Quilter Guild resumed their monthly meetings.
- Rentals
 - CRC Special Event: 1
 - Park Pavilion: 12
- Challenger International Soccer Camp was held at the Sports Park June 27 – July 1. The Program had 22 participants.
- The Veterans Day Parade Committee began planning for the 2022 event. Parade invitations have been sent out to all previous entries.

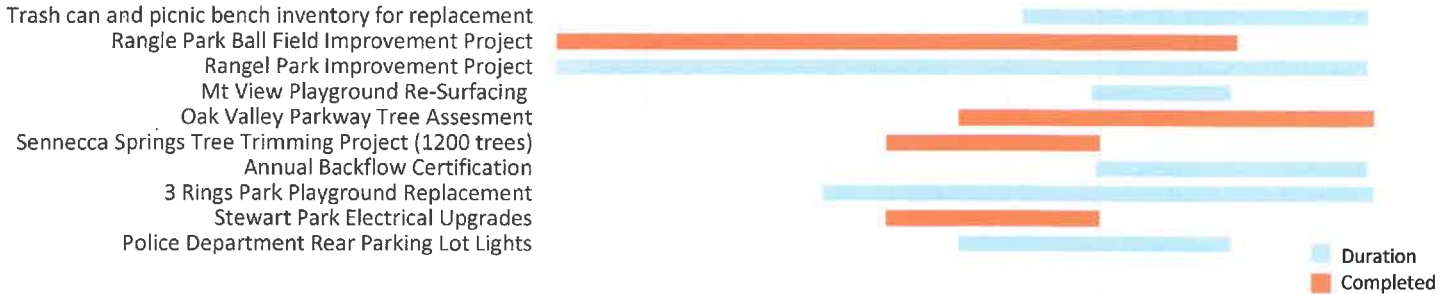
RECREATION CLASSES AVAILABLE:

Chair Yoga – Tuesday & Thursday
 Fit After 50 – Monday, Wednesday, Friday
 Bingo – Thursday
 Senior Aerobics – Monday, Wednesday, Friday

Pickleball – Monday, Tuesday & Thursday
 Open Basketball – Monday & Wednesday
 Parent & Me Ballet – Monday
 Introductory to Ballet – Monday
 Zumba - Monday, Wednesday, Friday

Parks, Grounds and Building Maintenance Division Projects Update

2/1/2022 2/21/2022 3/13/2022 4/2/2022 4/22/2022 5/12/2022 5/31/2022 6/21/2022 7/11/2022 8/31/2022



Parks, Grounds and Building Maintenance Division Highlights:

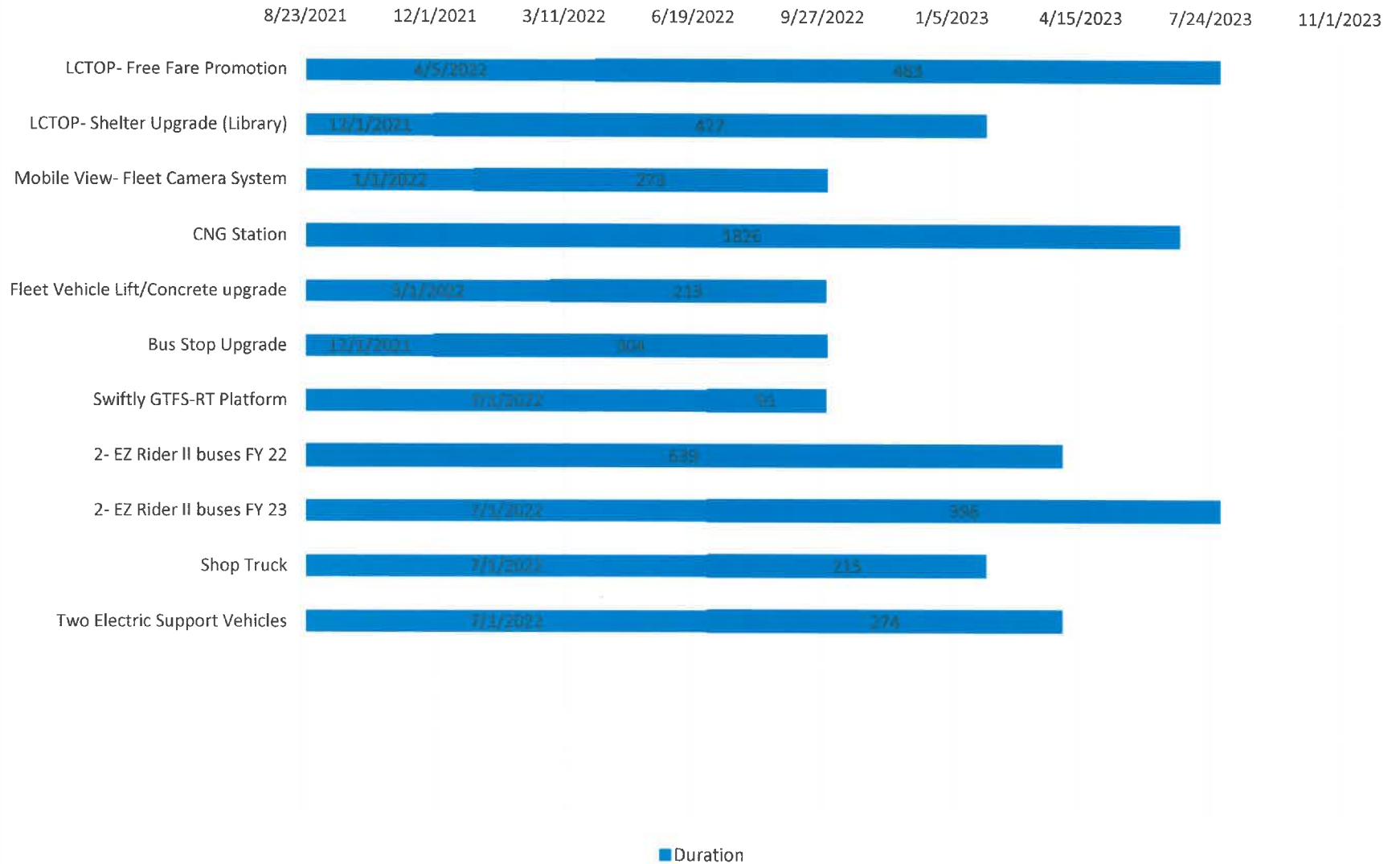
- Stewart Park backflow and waterline replaced
- Temporary power installed at Stewart Park
- 12 graffiti removals
- 27 work orders completed
- Bushes/Hedges trimmed at Mountain view, Trevino and Nichlaus Parks
- 6 LED lights installed along walking path at Star Carlton Park in Seneca Springs

RANGEL PARK UPDATE:

- 300 linear feet of fence installed around ballfield
- 3,000 sq.ft. of sod installed at park area
- New irrigation installed in entire park
- 150 linear feet of rod iron fence installed around playground

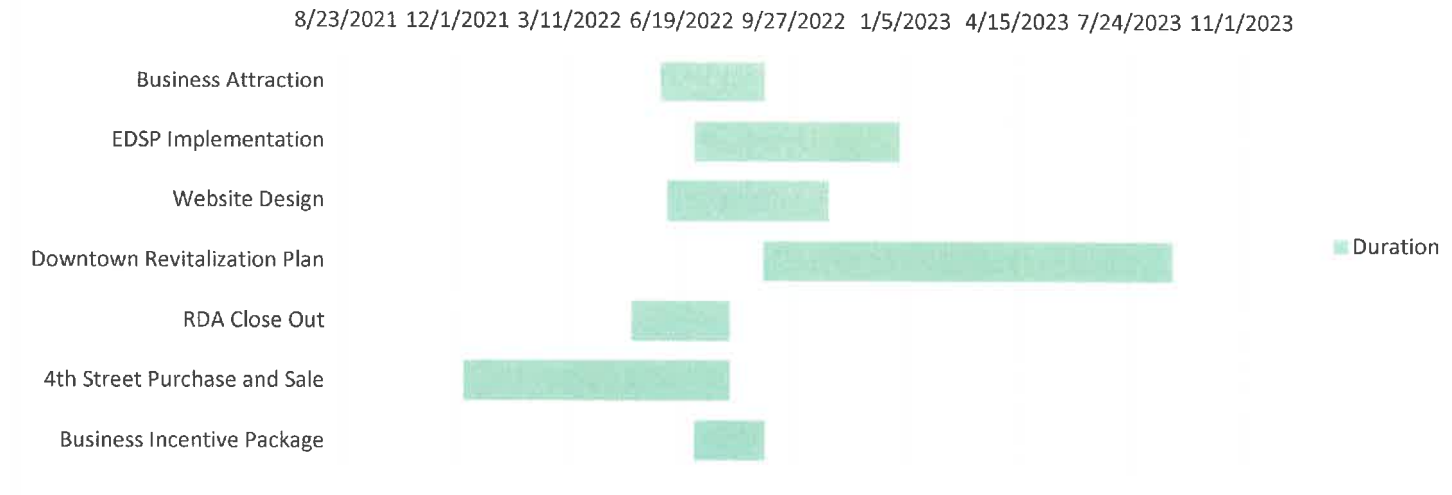
TRANSIT

Transit Project Update



ECONOMIC DEVELOPMENT

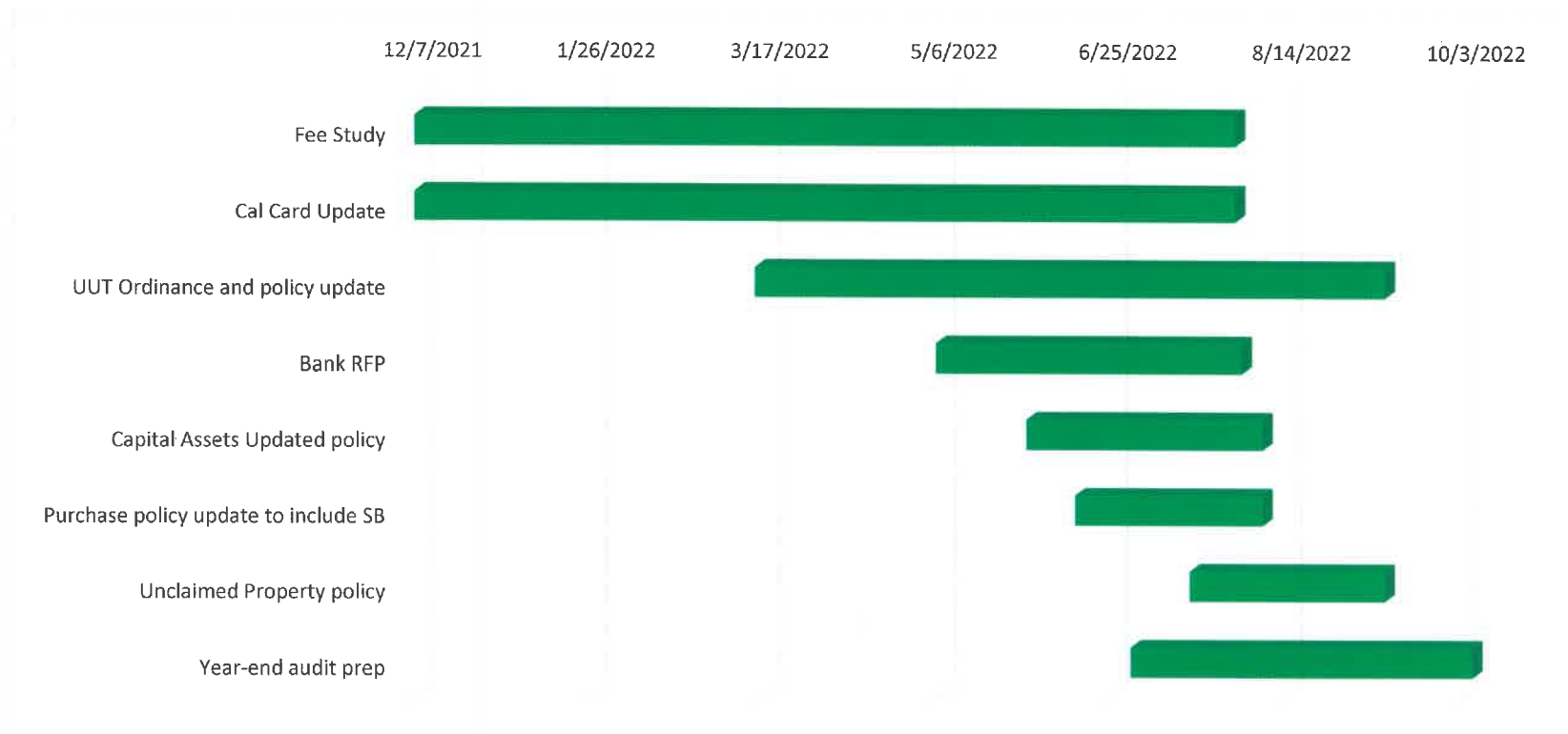
Economic Development Project Update



Items Completed since last report:

1. Job Fair Held June 29th, 2022 @ CRC: 24 Businesses attended, 46 job seekers
2. Draft RFP for Downtown Revitalization Plan underway

FINANCE



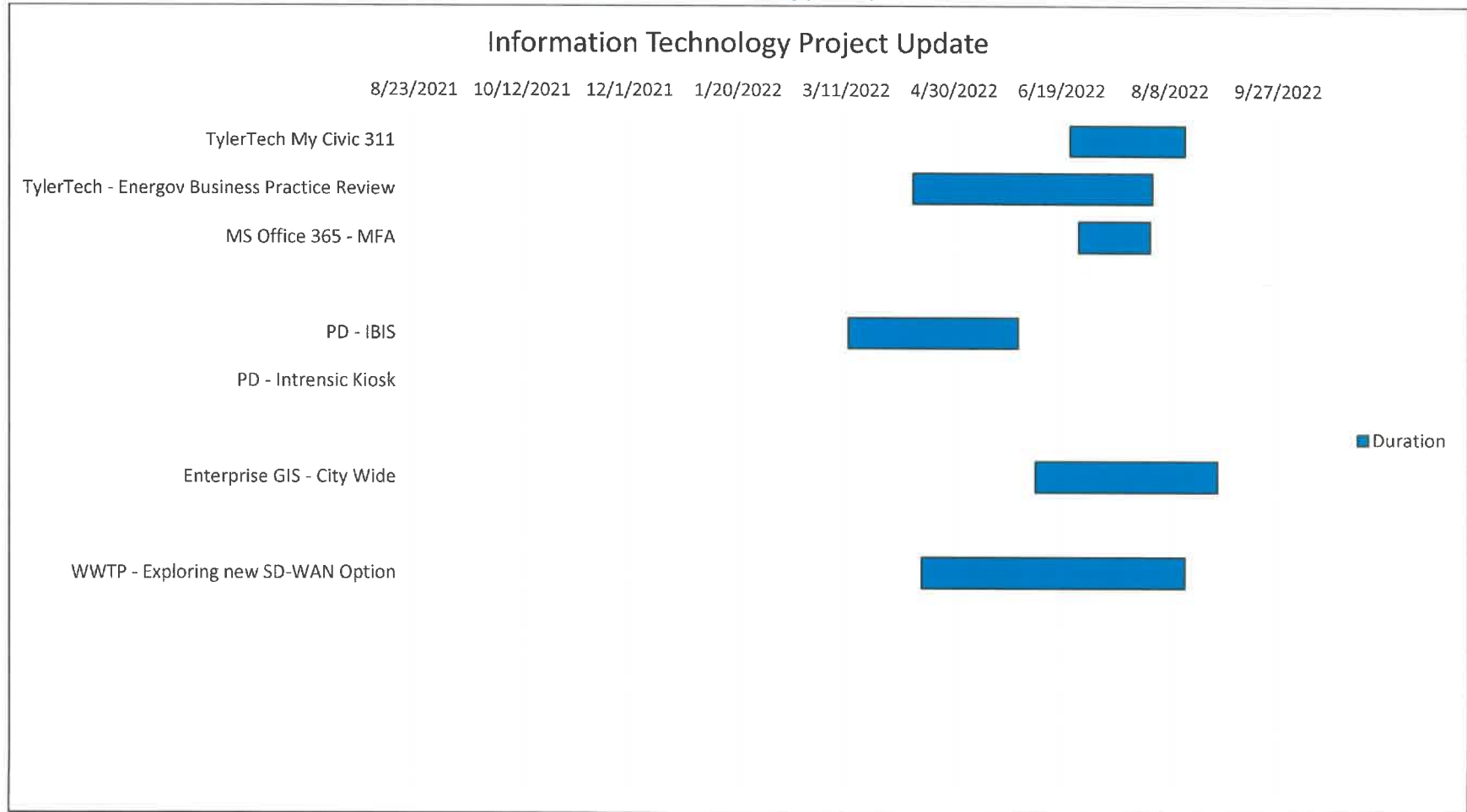
Projects Completed after last reporting:

1. Cost Allocation plan – completed 06/21/22
2. FYE 22/23 Budget – completed 06/21/22
3. FYE 22/23 Budget Book – completed 06/19/22

INFORMATION TECHNOLOGY

Monthly Project Update

Information Technology Department



Completed Projects

None at this time

PUBLIC INFORMATION



PUBLIC INFORMATION PROJECTS UPDATE

June 2022

City/PD Style Guides

- Create new for PD

Digital Magazine

- Summer Edition published June 29
- Next Edition to go out Oct. 1

Development Flow Chart

- Completed for public works
- Need one for planning projects

Economic Development

- Branding/Website Development – ED working with IT

Public Education – On-Going

- Government 101
- City in the Works
- City at Work

Advertising/Misc. Outreach

- Municipal Election Information – ongoing through November
- Summit Station Project Updates - ongoing

Social Media Updates

Project Updates

- Fire and Police Station – Waiting on Fire Station Construction Bid Award
- Rangel/Stewart Park Update – Updated Stewart Park Survey, Rangel waiting on Ribbon Cutting
- Sundance Trail Update

Citizens Academy 2022

- Scheduled
- Advertise

State of the City

- Kick-off meeting with Chamber on March 7
 - Meeting every two weeks
- Vendors
 - Food Vendors Selected
 - Chamber Completing Contracts

- Reserved Tukwet Canyon Golf Club
 - Invitations Completed
 - Presentation Details

Misc. Projects

- National Night Out
 - Key PD event

Local Events

- July 29 – NNO
- September 22 - State of the City

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 –9,170 Followers (+62)
 - 15 individuals Direct Messaged (DM) us
 - Highest performing post in June: Message from the Mayor
 - Reach: 26,407
 - Parks and Recreation – 1,891 Followers (+123)
 - Highest performing post in June: Freedom Festival Reminder posted June 27, 2022.
 - Reach: 11,810
 - PD Account –13,442 Followers (+175)
 - Highest performing post in June: Press Release regarding Train Incident from June 15, 2022
 - Reach: 46,865
- Twitter
 - City 2,671 Followers (-1)
 - PD 2,164 Followers (+18)
- Instagram
 - City 4,094 Followers (+84)
 - PD 8,346 Followers (+55)
- Nextdoor
 - City and PD 13,943 Members (+237)
 - 9,174 claimed households

Misc.

- City Magazine
 - +118 Opens in June
- App Downloads – (+62) Devices
- Notification sign-ups

- calendar of events - 867 (-23)
- City Council - 669 (+1)
- EDC - 224 (-1)
- FAC - 162 (-1)
- Planning Commission - 539 (-3)
- Construction Updates - 1199 (-3)
- Homepage news - 203 (-6)
- PD Homepage News - 46 (-1)

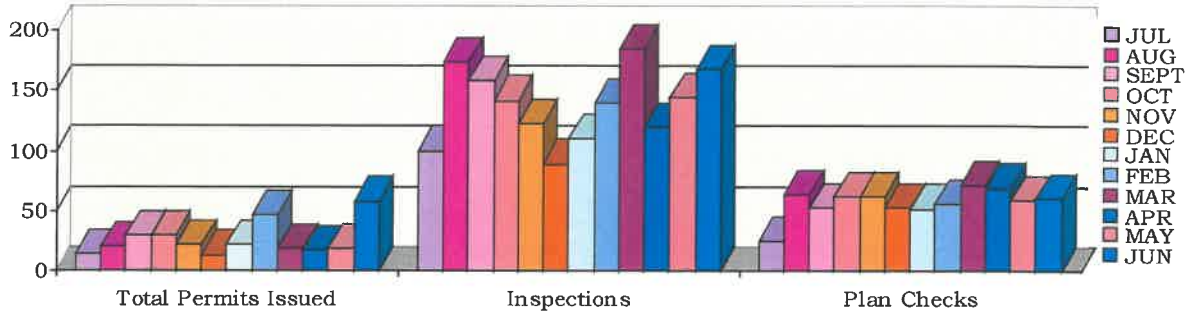
PUBLIC WORKS



PUBLIC WORKS

MONTHLY PERMIT INFORMATION

RUNNING 12 MONTHS



	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Permit Information												
Encroachment - Issued	13	19	22	27	21	10	21	44	18	15	11	37
Residential Improvements	0	0	3	2	1	2	3	2	0	2	6	20
Commercial Improvements	1	1	4	0	0	1	0	0	0	0	1	1
TOTAL	14	20	29	29	22	13	24	46	18	17	18	58
Inspections												
Commercial	13	52	51	55	89	26	51	57	108	51	36	23
Residential	87	122	107	87	34	63	59	83	77	68	108	144
TOTAL	100	174	158	142	123	89	110	140	185	119	144	167
Plan Checks												
Commercial	8	23	17	18	18	17	8	9	20	23	14	27
Residential	17	41	36	44	44	36	44	47	51	46	45	23
TOTAL	25	64	53	62	62	53	52	56	71	69	59	60

FY 21/22
 FY 20/21

This information is gathered from monthly reports and inspection records. Permits issued as of June 30, 2022.