

NAME OF RESPONDENT:

City Council
Program Survey - FY2022-2023

Department	Service/ Function	Description of Service or Function	Level of Service (Check One)		Comment	Average Criticality Rating	City Staff Rating
			Acceptable	Unacceptable			
City Manager's Office	Fiscal Oversight and Administration	provides central oversight of the City finances, including debt financings, large transactions and budget development	5		Doing well in providing recommendations for and assisting with the implementation of the annual budget.	10.00	9.78
Police	Communications	911's , dispatch radio calls, admin lines in/out	5			9.75	9.67
Fire Services	Fire Protection	this includes operation of one fire station and split funding of personnel for a second fire engine to provide fire response service within the City	5			9.75	8.11
Fire Services	Medical Response	this covers advance life paramedic support for emergency medical services within the City limits	5		Based on our cities paramedic needs I would like to see more options made available for manning our stations. I don't like sending a large fire engine for medical emergencies. Especially when 90% of the calls are medical.	9.75	9.44
Police	Patrol	Emergency calls for service, crime prevention, public awareness, community policing, Response times, High visibility patrol	5		I didn't see anything on our emergency preparedness/response?	9.50	9.67
Wastewater	Collections/Conveyance	Carries wastewater collected from homes and business through underground piping to the wastewater treatment facility.	5			9.50	9.33
Finance	Accounting	accounting policies, purchasing, payables, daily, monthly and annual transactions	5		Accounting policies are critical to maintaining the publics trust. Develop a Cash Flow Projection report representing monthly increments.	9.25	9.11
Wastewater	Treatment Plant	Treatment of Wastewater to meet State/Federal regulations	5			9.25	9.56
Finance	Revenue/ Cash Mgmt	cash receipts, receivables, cash management and bank reconciliations	5			9.00	9.11
Wastewater	Pre-Treatment	Permitting and Monitoring of Dischargers to the sewer system to protect the treatment plant and ensure regulatory compliance.	5			9.00	9
Wastewater	Brine Line Maintenance	Maintenance of 23 mile Brine Line lateral	5		Would like to know if maintenance of the Brine Line will be carried out through contract or staffing.	8.75	8.67
Public Works	Streets and Pavement Management Programs	Implementation of a multi-year, City wide pavement management and maintenance program/ maintenance of streets, storm drains, street lights and City infrastructure	5		Ditto above.	8.75	8.11
Fire Services	Wildland Fire Protection Agreement	this provides for coverage using State fire resources (air, helicopters, ground, etc.) for fire suppression in wildland areas within the City near State responsibility areas	5			8.75	9.33
City Manager's Office	Strategic Planning and Administration	coordinates with the City Council to implement policy directives/ leads City management in the execution of services and functions	5		Beaumont success begin/continue with effective relationships among the City Council & City Manager in supporting, guiding & directing the CM.	8.50	8.33

<i>City Manager's Office</i>	Economic and Fiscal Forecasting	tracks and evaluates economic data at state, regional and local levels (housing, tax revenues, etc.) to help drive long term financial planning	5		Provide an Annual Fiscal Year Budget vs Actual with variances, Update the long term budget forecast periodically as basically needed. Develop Cash Flow Projection on monthly increments.	8.50	8.89
<i>City Manager's Office</i>	Project Implementation and Administration	this involves managing and overseeing numerous projects occurring throughout the City and covers a full range of operational areas (public safety, parks and recreation, transportation, housing, finance, etc.)	5		I would like to have construction schedules provided once a procect is started, so we know what the expectations are and we can communicate this to residents. Develop a master plan, not general plan, in each mentioned operational division projects for financial health and resilience.	8.50	9
<i>Community Development</i>	Building & Safety	Inspection services, plan review, enforcement of State construction laws	5		Innovate to ensure the efficient, timely and effective services.	8.50	8.33
<i>Parks and Recreation</i>	Parks and Facilities Maintenance	central coordination and management of maintaining all City-owned facilities and Parks/ this includes removal of graffiti on City-owned properties	5			8.50	6.44
<i>Finance</i>	Budget	central coordination and management of annual budget/ monitoring and updating	5			8.50	7.67
<i>Finance</i>	Project/ Debt Mgmt	tracking and classification of capital improvement projects, DIF funds, CFD fund management, debt service mgmt and reconciliation	5			8.50	8.78
<i>Police</i>	Records /Frnt Counter	DA Packets, In-custody reports, records retention, crime stats	5			8.50	8
<i>Wastewater</i>	Recycled Water	Production of Recycled Water	5			8.50	8.44
<i>Building</i>	Plans Examining	Examination and approval of construction plans to ensure code compliance to safeguard the public health, safety, welfare & accessibility and to provide safe access to emergency first responders	5		Ditto above.	8.25	8.22
<i>Building</i>	Inspections	Monitor construction sites to ensure compliance of approved plans and codes to safeguard the public health, safety, welfare & accessibility and to verify the safe access to emergency first responders	5		Ditto above.	8.25	7.78
<i>Community Development</i>	Planning	State mandated General Plan (short & long range planning), RHNA, CDBG grants, private land development	5		Be in compliant.	8.25	8.78
<i>Community Development</i>	Fire Safety Specialist	Plan check for new construction, oversight of installation of fire suppression systems, annual safety inspections	5		Shouldn't this fall under the Frie Services responsibilities?	8.25	8.22
<i>Economic Development</i>	Business and Development Attraction	Attraction of New Business (local serving and employers) and residential development in order to meet resident demands and increase City revenue sources/ this includes marketing the City as a place to locate and to live/ targeting specified industries or groups	5		Develop a Economic Development website that exclusively features new, existing and upcoming businesses in the city with all statistic information datas for public & private sectors engagement. Informative brochures will be beneficial to promote and market this beautiful city. Excellent graphic professionally done delivers.	8.25	5.67
<i>Police</i>	Community Policing	Homeless outreach, business liaison, community policing, mental health	5			8.25	7.56
<i>Public Works</i>	Inspections	Provide City inspection services for all encroachment and construction permits	5		Ditto above.	8.25	7.89

<i>Public Works</i>	Capital Improvement Projects	Oversee and implement City Council approved CIP for various related infrastructure projects throughout the City, inclusive of master plan level studies.	5		Ditto above.	8.25	8.11
<i>Human Resources</i>	Personnel	this includes central management of employee records, hiring, recruitment, background checks , temporary help, skills testing, etc.	5			8.25	7.89
<i>Risk Management</i>	Loss Exposure Management	management of loss exposure due to claims against the City - including workers compensation, TORT claims or other general claims against the City/ this also includes monitoring self insurance elements/ coverage levels and risk/reward analysis	5			8.25	7.67
<i>Risk Management</i>	Risk Control and Financing	Avoidance of activities which cause loss, Reduction of the frequency of loss - risk prevention, Reduction of the severity of loss - risk reduction, Contractual transfer of responsibility for loss occurrence/ Insurance management	5			8.25	7
<i>Information Technology</i>	Data Collection & Management/ Disaster recovery	Centralized processing, data integrity, backup solutions, disaster recovery and business continuity	5			8.25	8.33
<i>Information Technology</i>	Information Security Management	Both virtual and physical security of the network	5			8.25	8.33
<i>Customer Service</i>	Utility Billing	Sewer billing and payments, updating accounts	5			8.25	8
<i>Building</i>	Permits/Fee collection	Processing of building permits and the collection of development, permit & plan review fees	5		Emerge latest technologies available right now to provide new options for city services and reporting.	8.00	8.22
<i>Community Development</i>	Community Enhancement	Enforcement of zoning & building codes, Property health & safety, property maintenance	5		Ditto above.	8.00	8.11
<i>Public Works</i>	Permitting	Process permits for all work within City right of way for business owners, contractors, utility companies, etc..	5		Overall, doing so well.	8.00	7.78
<i>Public Works</i>	Plan Check Services	Engineering plan review of all infrastructure related plans for entitlement and construction, inclusive of various technical study review (traffic, hydrology, sewer studies, etc...)	5		Can we look to bring a staff member on board for in house plan review? Would the plan check fees cover 100% of the positions salary? Ditto above.	8.00	8.11
<i>Public Works</i>	Solid Waste	Oversee and manage recently approved 20-year solid waste contract with Waste Management. Oversee and implement Cal-Recycling requirements.	5		Overall, doing so well.	8.00	7.44
<i>Public Works</i>	Mark and Locate (USA)	Identify City Infrastructure for various projects prior to construction to ensure protection of City Assets and/or potential disruption of service.	5		Ditto above.	8.00	7.89

<i>Fire Services</i>	Fire Prevention	this includes services of the Fire Marshall to ensure buildings meet current fire codes and have required prevention practices in place for new construction and existing businesses to stay in compliance. This also provides for business and community education regarding fire safety best practices from fire station personnel.	5			8.00	8.44
<i>Human Resources</i>	Compensation & Benefits	Employee Salaries, Payroll Costs, Overtime, Incentive compensation, Health, dental, vision, Life Insurance, Short and long-term disability, Pension /457/401, Cafeteria Plan Administration	5			8.00	8.67
<i>Information Technology</i>	Data Center Management	this includes management of the City's central data infrastructure (servers, switches, network communications, etc.)	5			8.00	8.56
<i>Information Technology</i>	Telecommunications	Provides connectivity for wired and wireless infrastructure	5			8.00	8.22
<i>Customer Service</i>	Customer Service	this is often the face of the City - it includes greeting the public, phones, a myriad of support functions and general information	5			8.00	7.56
<i>Parks and Recreation</i>	City-owned Right of Way Maintenance	planning, organizing, scheduling, staffing, budgeting, and reporting of all City rights-of-way	5			7.75	6.22
<i>Transit</i>	Paratransit Services	planning, organizing, scheduling, staffing, budgeting, and reporting paratransit services	5			7.75	6.11
<i>Public Works</i>	Customer/Resident support	Front counter support for homeowners, developers, residents, business owners, etc.. Includes research, property information, utility information, building requirements, etc.	5		Accessibility is vital for the individual to access progress information data. Technology update needed to response on timely manner.	7.75	7.44
<i>Information Technology</i>	Customer Relations Management	Technical Support for all departments, employees	5			7.75	8.11
<i>Police</i>	Traffic Enforcement	collision prevention/ reduction, driver awareness, driver education, car seat install	5			7.50	7.44
<i>Human Resources</i>	Employee Labor Relations	Labor Negotiations, Recognition program, Service awards, Performance Appraisal Software, Employment attorney fees, Outplacement expenses	5			7.50	7.22
<i>Communications</i>	CITY COMMUNICATION	internal and external communication of city events, programs, and news. Internal communication consists of email and posted flyers/invitations. External communications consist of press releases, website, social media, flyers/posters, advertisements, monthly reports etc.	5		Develop & publish a City Brochure featuring the entire city information data, events, accomplishments, goals, services, public activities, and developments. NO city council or other city official information. Time to do a reputable image of the city.	7.50	5.67
<i>City Manager's Office</i>	Intergovernmental Affairs	this includes relationships at the state, regional and local level to help the City move forward with activities that require collaboration and coordination (i.e, contracted fire services, County transportation projects, state housing requirement and other legislation, etc.)	5		Government Agencies outreach effort to establish a meaningful relationships that will serve our city's community at its highest level in all situations such as available grant fundings for City technology and infrastructure innovations. Explore all Senate & Assembly Bills that positively affects the city. Collaboration=Distribution of Resources.	7.25	7.89

<i>Community Development</i>	Legislative Review	Review of State and Federal Legislation (proposed and new)	5			7.25	7.22
<i>Parks and Recreation</i>	Weed Abatement	planning, organizing, scheduling, staffing, budgeting, and reporting weed abatement of all City-owned open space/lots	5			7.25	5.67
<i>Transit</i>	Fixed Route Services	planning, organizing, scheduling, staffing, budgeting, and reporting public transit services	5			7.25	6.22
<i>Transit</i>	Vehicle Maintenance	central coordination and management of vehicle maintenance for all City-owned vehicles	5			7.25	6.67
<i>Economic Development</i>	Business Retention and Expansion	Identify needs and provide assistance to existing businesses to ensure their success, prevent relocation, and encourage expansion and growth	5		Consistance outreach relationship to business establishments and future entrepreneurs is key for better business future.	7.25	5
<i>Police</i>	Animal Control	Animal Control, licensing, pet owner education, shot clinics, Food and Ag Code, BMC	5			7.25	7
<i>Parks and Recreation</i>	Recreation Programs	planning, organizing, scheduling, staffing, budgeting, and reporting quality of life events and programs	5			7.00	5
<i>Economic Development</i>	Real Estate Revitalization/ Entrepreneurial Development	Facilitate new development and redevelopment projects with brokers and developers, provide insight on local market conditions, and promote investment in the community, including new startup businesses	5		Be aware or familiar of all available grants & loans to businesses of any size through Small Business program and California Grant program.	7.00	5
<i>Human Resources</i>	Training & Development	Registration, Certification, Exam Fees, Travel Expenses, Internal programs, Consulting fees/trainers salary, Program materials, Training Logistics	5			7.00	6
<i>Communications</i>	SPECIAL PROJECTS	this includes events such as the Veterans Day Celebration, military banner program, video projects/UAV program, City renovation projects and representing the City at various local events.	5		Ditto above.	7.00	5.11
<i>Economic Development</i>	Coordination of Infrastructure	Long-term planning of infrastructure to ensure core resources are adequate to accommodate targeted development and business growth. This includes coordination of development impact fees.	5		Involve & explore technology and infrastructure innovations are evolving fast.	6.75	5.78
<i>Human Resources</i>	Health, Safety & Security	Employee assistance program, Fitness facilities, Safety training/promotion, Workplace violence prevention/training	5			6.75	6.11
<i>Parks and Recreation</i>	Facility Rental	central coordination and management of facility use rentals	5		I would like to see an improved facilities rental program that helps to cover the cost of both staffing and maintenance.	6.50	4.67
<i>Transit</i>	Regional Transit Services	planning, organizing, scheduling, staffing, budgeting, and reporting public transit services to regional destinations	5		Transportation is an important part of our services, but its unfortunate we don't get the support we need from RTA.	6.50	5.33
<i>Communications</i>	CITY BRANDING	provides for a consistent presentation of the City from City Staff (logos, messaging, etc.) to provide a quality message regarding the City and what it offers as a community	5		Ditto above.	6.25	5