



#ACITYELEVATED

DEPARTMENT PROJECTS

SCHEDULE UPDATES

January 2021

CITY CLERK



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

- **Records Indexing**
 - Records inventory and clean up – COMPLETE
 - Laserfiche user-friendly clean up – IN PROGRESS

- **Public Records Requests for the Month of December**

Public Records Requests for the Month

| Requestor | No. of Requests | Date Received | Response Date | Response Update | Status | Staff Time Allocated |
|------------|-----------------|---------------|---------------|-----------------|----------|----------------------|
| G. Kim | 1 | Dec 3, 2020 | Dec 13, 2020 | | Complete | 1 hr |
| B. Mineer | 1 | Dec 2, 2020 | Dec 7, 2020 | | Complete | .5 hr |
| B. Marcial | 2 | Dec 7, 2020 | Dec 7, 2020 | | Complete | .5 hrs |
| T. Pham | 2 | Dec 11, 2020 | Dec 22, 2020 | | Complete | 1 hr |
| R. Velilla | 2 | Dec 15, 2020 | Dec 23, 2020 | | Complete | 1.75 hr |
| M. Lomeli | 1 | Dec 29, 2020 | Dec 29, 2020 | | Complete | .5 hr |
| J.Yuan | 2 | Dec 31, 2020 | Jan 7, 2021 | | Complete | .75 hr |

Extended Time Required Public Records Requests

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

Monthly Totals for December

| No. of Requests | No. of Completed Requests | Staff Time Allocated |
|-----------------|---------------------------|----------------------|
| 11 | 11 | 6 hrs |

COMMUNITY DEVELOPMENT



COMMUNITY DEVELOPMENT UPDATE January 2021

- General Plan Update – Plan in effect as of January 3, 2021.
- Housing Element Update – Project kick-off complete and timeline developed. Plan will take approximately 12 months.
 - Currently monitoring legislation to determine if any additions need to be made
- 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,
 - Other ordinances for discussion:
 - Containers, Food Trucks, Small Cell
- MSHCP – Western Riverside County Multiple Species Habitat Conservation Plan
 - Several DBESPs for projects have been submitted for review.
 - Ongoing - Staff meets regularly with RCA, IERCD and USFWS to discuss mitigation in the Pass Area.
- Planning Commission
 - Next regular meeting of the Planning Commission is February 9, 2021.
- SB2 - 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.
- SCAG
 - Applied for Sustainable Communities Grant \$1.25M. Grant awards tentatively for February 2021.
 - GRANT AWARDED – \$100,000. Public outreach meeting was held October 28, 2020. Data is being compiled and should be ready for review early 2021. Anticipated time to completion of Parking Strategies Study is Summer 2021.
- Building and Safety Department Data
 - <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 |
|---|----------------|--|---|---|--|-----------------------------|-----------------------------|
| PP2020-0317 | 10/12/2020 | Legacy Highlands SP | s/o SR 60 w/o Beaumont Ave. | 17,000sf concrete tilt-up industrial building | PRDEIR available for public review and comment through 1/28/21 Staff review | 4/13/21 | 5/4/21 |
| SP2019-0003, PLAN2019-0283, PLAN2019-0284, ENV2019-0008 | 04/08/2019 | John Dykes McClure Machine JRT BP 1LLC | North side of 1 st Street, East of Viele West of Jack Rabbit Trail, south of SR-60 | Annexation, Specific Plan, GPA, EIR for development of 622 acres | Kick-off meeting 5-2-2019 NOP under review, scoping meeting held 09/17/20, meeting with wildlife agencies 1/21/21 | 2021 | 2021 |
| 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 |
| CUP2019-0042 CUP2019-0043 | 12/4/19 | Beyond Food Mart, Inc. | SWC Pennsylvania & 6 th St. | Fuel Station, Foodmart, Carwash | APPROVED | 1/12/21 | 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) | NOP/EIR Scoping Meeting held June 4, 2020, DEIR being prepared, access issues being addressed | 2021 | 2021 |
| PP2019-0222 PM2019-0006 CUP2019-0037 & 38 | 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, site plan revisions submitted, pending CEQA revisions, TS comments sent to applicant | | NA |
| CUP2020-0049 & PP2020-0280 | 05/12/2020 | Ali Harb | 655, 675 & 695 Highland Springs | Remodel and new construction | Resubmittal, scheduled for DRC 1/7/21, MND being prepared | | NA |



| | | | | | | | |
|---------------|------------|----------------------------------|--------------------------------------|---|---|---|----|
| CUP2020-0052 | 08/04/2020 | Carrie Long | 60 S. Palm | Pet Resort (Kennels & related facilities) | Working out easement issues and improvements with PW | Tentatively 3/9/21 | NA |
| PLAN2020-0544 | 12/2/2020 | Terra-Gen | 248 Viele | Battery Storage Facility | Preliminary discussions | | |
| PLAN2020-0550 | 12/11/20 | Land Engineering Consultants | SWC Oak Valley Pkwy & Beaumont Ave. | 2-Story Medical Office building with subterranean parking | Staff review – preliminary submittal | | |
| PLAN2020-0548 | 12/10/20 | TAIT | 449 E. 4th Street | Re-use of Denny's building | Staff review- preliminary submittal | | |
| CUP2020-0055 | 12/11/20 | Zendejas | w/s of Beaumont Ave., s/o 1st Street | Zendejas drive-thru restaurant | Staff review – scheduled for DRC 1.7.21 | | |
| CUP2020-0045 | 03/27/2020 | Ramona's Mexican Restaurant | Ramona's Mexican Restaurant | Ramona's Custom Brews | Comments sent to applicant, pending revisions, On Hold per applicants request | | NA |
| CUP2017-0001 | 05/24/2017 | Colorado River Mobile Homes, LLC | 36805 Brookside Ave. | Brookside RV Storage | Continued at applicants request | Continued indefinitely per applicants request | NA |

Inquiries/Discussions/Not Filed

| Location | Description |
|--|---|
| North side of Xenia between 6th and 8th | Market rate, multi-family apartment project 100+ units proposed |
| Oak Valley Parkway & Golf Club Drive | Restaurants & Retail Center |
| E/S of Potrero N/O SR 60 (Denley) | Mixed use development with residential, commercial & retail SP, EIR & Tract Maps required |
| South of 1st Street at termination of Viele including property to the west and south | Mixed use development with residential, commercial/retail and possible industrial on outer edge. Annexation, GPA, SP, EIR & Tract Maps required |
| Beaumont Avenue & 1st Street | 38-acre mixed use development with apartments, modular homes & retail/commercial – would require GPA, SP, Tract Map, MND or EIR (Thrifty Oil) |
| East side of SR79 south of the City limits | ~350 acres, request may include annexation for development of industrial and business park |
| South side of 3rd Street west of Beaumont Avenue, East of Euclid Avenue | 6 industrial buildings, 3 for warehouses and 3 for multi-tenant commercial use |

COMMUNITY SERVICES_TRANSIT



COMMUNITY SERVICES-TRANSIT

January 2021

Recreation

Upcoming Events

- Drive-in Movie Night – March 4th (tentative)
 - Celebrate Dr. Seuss's birthday
 - Movie will be one chosen from Dr. Seuss (ex: The Cat in the Hat)
 - Coordinating with BCVRPD

Ongoing Programs (In-person)

- Senior meals drive-through handout (in partnership with Family Services Association)
 - Every Thursday at 10:00am at the CRC

Virtual Programs (Online)

- Fit After 50 exercise classes – every Monday and Wednesday at 9:15am
- Trivia Week – Jan 11th – 15th – Bonnie Simpson winner
- Snowflake craft – Jan 19th – 29th
- Jigsaw puzzle challenge – Jan 25th – 29th

Spotlights on Social Media

Employee spotlight – Mark Pistilli, Bldg & Grounds Maintenance Worker
Service spotlight – Senior meal handout
Park spotlight – Nicklaus Park

Parks

Nicklaus Park

- Restrooms remain closed due to COVID-19
- Dog park opened with COVID protocol signage posted
- Park fertilized

Mt. View Park (Sundance)

- Second playground slide vandalized – new one installed
- Park fertilized

DeForge Park (Seneca Springs)

- Ongoing vandalism, specifically the playground – PD notified
- Playground closed pending arrival of new equipment
 - Teeter totter ordered and installed
 - Slide ordered and delivery expected within 10 days
- Park fertilized

Rangel Park

- Park fertilized

Fallen Heroes Park (Oak Valley Greens)

- Park lighting updated/replaced
- Park fertilized

Stetson

- Park lighting updated/replaced
- Park fertilized

Grounds Maintenance

Rights-of-Way

- Graffiti Removal – Five (5) locations
- Parkways fertilized
- Potrero Blvd mulch project – 800 yards installed – project completed
- Brookside Ave – 170 trees trimmed - completed

Open Space and City-owned lots

- Windstorm Jan 19th and 20th
 - Seven (7) trees down and numerous limbs
- Weed Abatement Program
 - Coordinating with CDF

Building Maintenance

Civic Center (includes public parking lot)

- New marquee sign – completed
- Trees trimmed

Police Department

- LED lights – perimeter of outside of building
 - Contract awarded and project to begin
- Trees trimmed

Chatigny Recreation Center

- Public WiFi Project
 - Contract awarded and installation pending

Fire Station

- Trees trimmed

Transit

Operations

- Route 3 suspended due to low ridership
- Free Fare promotion continues
- New buses delivered
 - Three (3) new buses delivered with new branding
- Electric Vehicle Charging Station Fuel Sales Update
 - 62 sessions in October with 19 unique drivers
 - 100 sessions in November with 23 unique drivers
 - 100 sessions in December with 28 unique drivers

Capital Improvement Plan Projects

Stewart Park Project - \$3.395M

- City Council approved conceptual plan January 19th
- Pool demolition started
- Pavilion dressing rooms being prepared for demo
- Historical Society requests two separate items in the park be preserved
 - Staff is coordinating for the keepsake of those items
- Street vacation of 10th Street
 - Scheduled for City Council approval

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

- Geotechnical engineering
 - Contract awarded to Sladden Engineering
 - Work to begin Feb. 3rd

Playground Shade Covers Phase I - \$250,000

- Gathering designs and quotes

Fire Station Rehabilitation - \$250,000

- Re-roof/roof repair contract award scheduled for City Council meeting Feb 2nd

Compressed Natural Gas Fueling Station

- So Cal Gas meeting to discuss tariff agreement - pending
- Anticipate presentation to City Council in March

- SCAQMD awarded additional \$600,000 in funding on Jan. 15th

Bus Shelter Project

- Transit staff working with Engineering Department on 2nd draft of design

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

ECONOMIC DEVELOPMENT



ECONOMIC DEVELOPMENT

January 2021

RFPs Underway

Major Projects

Retail Market Analysis

- Work is underway with The Retail Coach
 - First Datasets are complete and being reviewed
 - Small Business workshop (Virtual) scheduled for January 26th at 2:00 pm (zoom)
 - Cell-phone data coming by the end of January

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 starting soon
- Major Employer Discussions
 - ICON is seeing a huge increase in orders and shipping
 - Wolverine is down, but they have no reduced workforce
 - CJ Foods and Rudolph Foods still operating
 - Priority Pallet is down in some respects and has seen an increase in others, they are still doing well
 - Local grocery stores need additional employees
- Business Resource Information is available on City website
 - Reopening plan guidance docs for each industry
 - Disaster loans
 - 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 have been received Rollout will commence when State stay at home order is lifted and businesses re-open
- 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) is up and running. Info has been sent out to local businesses and the Chamber. 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 to be completed 2Q 2021
- 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 MSJCC
- 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 (suspended due to Covid-19)

Downtown Campus/Facilities Master Plan Project

- Pending Downtown Specific Plan Update

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 with city manager 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

- Models being revised to account for COVID-19 effects
- Updating At-Risk Business Model to determine budget impacts of potential closures
- 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 February 10, 2021

- Committee discussed Smart City Plan and a sub-committee was formed to explore this concept
- Review of CAL-competes tax credit underway
- Local incentives concept under discussion

Lobbyist Services and Grant Writing

- Track legislation, lobby on city's behalf, gain access to funding and grants
- Coordinates meetings with City Council, staff and legislators or key department staff in CA or DC
- Working with Townsend on funding opportunities and availability
- 2020 Legislation Session tracking has begun
- Tracking State and Federal mandates and programs related to Covid-19
- Beaumont does not qualify for Downtown Broadband Master Plan grant through EDA

Foreign Trade Zone

- Working with City of Palm Springs 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. Palm Springs has not made this a top priority.
- A path forward has been determined but will require community support (\$) or funding from businesses intending to utilize the zone
- Staff is working to contact each business and discuss details before the end of the year

Business Retention and Expansion Events

- Programming next series of events and training seminars
- Partnering with UCR, RivCo EDA and Coachella Valley Economic Partnership
- Contact small companies in need of assistance and resources
- Retraining Program

Potrero Interchange PH2

- Meeting with Federal EDA to discuss funding availability
- Meeting with RCTC to discuss project status

Cooperative Meetings with Beaumont Chamber of Commerce

- Discuss meeting/event schedule for remainder of year
- Partner to create value added business events

Current Development Projects (building now)

Sundance Corp Center

- Building 1 and 2 almost completed
- Building 3 under construction
- 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: Last building is finalizing deal with a national paint retailer
- Building in progress are Cinema West, Ulta Beauty, Planet Fitness,
- Now open are Grocery Outlet, In-N-Out, Raising Cane's, Five Below, Jersey Mikes, El Mariachi Mexican Take-Out, Bright Now Dental, AT&T Store, and America's Best Contact & Eyeglasses
- 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
- Partnered with City to hold hiring event at City Hall
- Event was held 8/24 – 9/11
- Revised job numbers from Amazon is now 3,300 for this facility
- Initial projection was 750-1000 direct jobs created

Hidden Canyon Logistics

- 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

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 or national tire store

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

January 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 during the first half of 2021.
 - Fixed Assets Module – the City Council approved acquisition of this software at its December 15th meeting. This module will be implemented during the first half of calendar 2021.
 - Exploring alternative solution to Business License software needs
 - Tracking Accounts receivable through Tyler
 - 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.
 - 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.
 - Business Grant awards are complete and funds have been disbursed. The Council decided to move forward with a second round of funding that should occur during February 2021.
 - Household assistance applications have been received and payments have been issued to qualifying households.
 - FY 19-20 Audit – RAMS firm was selected and approved by City Council. Audit fieldwork is complete. The audited financials were reviewed by the Finance Committee on Jan 11th and 25th and recommended to the Council for consideration on February 4th.
 - 2020-21 Overhead Allocation and Transfers -first quarter overhead completed, 1st and 2nd quarter for other transfer completed.
 - 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
 - Cal Card application has been approved. Policies and procedures are developed, and cards have been issued to the Wastewater team and to the Police Department as well as Administration. Cards have been issued to all departments that have requested access.

- Investment policy – has been reviewed and approved by the City Council. A committee is developing an RFP to secure investment advisor services. It is contemplated staff will bring a contract to the City Council for consideration in February 2021.
- 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 #18 requests to date (two received in Oct 2020)
 - Received #17 full payoffs to date
 - Total \$279,224.03 for debt service
 - Total \$10,739.38 for future facilities
 - All funds transferred to Trustee for retirement of bonds
 - Bonds retired to date = \$136,000
- Management of Existing Bonds
 - Special District Report for Beaumont Finance Authority Due 01/31/21 – report in progress.
 - Next Debt Service Payment Due 09-1-20 - COMPLETED
- Refunding Bond Issuance completed for IA 8C and IA 17B
- Bonds issued for CFD 2019-1
- SCO Filings Due for FY20
 - Streets and Roads due 12/01/20 – this is in progress and will be filed by November 24, 2020.
- AQMD FY19 Filing - COMPLETED AND APPROVED – 04/07/20, Next audit will be for FY21
- 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
- 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 – options for pension trust to be discussed in September or October 2020.
- 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.

ONGOING WORK

Bank reconciliations (all banks and trustee accounts)

**NOTE: Citibank Operating Account reconciled through 12/31/20
Payroll and Workers Comp Accts reconciled through 12/31/20
All other accounts reconciled through 12/31/20.
All Trustee accounts reconciled through 11/30/20**

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 for FY19 and through February 2020
- All Bond fund requisitions are redacted and uploaded

UPCOMING PROJECTS

Grant management processes and coordination (see next section)

Business license program management

Cost Allocation – need to update for both grant indirect rate purposes and for fee adjustments

Inventory management – revise processes

Travel Policy – needs to be created

Further Automation of Accounts Payable and Accounts Receivable processing

A complete review of all financial policies will be undertaken during FY 2021 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.

INFORMATION TECHNOLOGY



INFORMATION TECHNOLOGY JANUARY 2021

Tyler Upgrades – IN PROGRESS

- Go live with online payment portal is March 2021.
- Customer service portal for online permits.
- Testing Open Edge interface for credit card processing.

E-Sign and invoice software – PLANNING

- Looking at DocuSign and Tyler for invoice.

Wastewater Plant –IN PROGRESS

- Looking at for better access to SCADA.
- Wireless access to surface tablets.
- New Konica copier provisioned for WWTP.

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

- NG911 ATOS install 1/28/21.
- New Internet line for Riv Co installed – go live Feb 2021.

Albert Chatigny Community Center Wifi–IN PROGRESS

- Approved by Council, scheduling install.
- Internet speed upgrade - Frontier Comm. – In progress.

Disaster Recovery–IN PROGRESS

- Discussion and planning of Business continuity and Disaster Recovery options.
- Prepping for backup upgrade – midyear budget adjustment.
- Need internal assessment and a good open discussion about security.

IT Strategic Plan – IN PROGRESS

- Creating an IT strategic plan for City Manager.
- Provide GIS assessment.
- Security status and needs.
- 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.

PUBLIC INFORMATION



PUBLIC INFORMATION PROJECTS UPDATE January 2020

- Revised the monthly City Manager Message into the Beaumont Breeze
 - Increasing advertising to encourage residents to subscribe
- Developing 2021 Budget
 - Seasonal distribution of the Beaumont Breeze in print via utility bills
 - Expand banner downtown program
- COVID-19 Outreach
 - Vaccination Information
 - Simplistic poster designed and distributed to Solera and Four Seasons communities
 - Paid social ads highlighting clinic information
 - Flyers distributed at senior meal program
 - Tier status updates/Governor updates
 - City service updates
- Business Assistance Programming
 - Launched Round 2 grant cycle – 2/1 – 2/19
 - Launched Beaumont Outdoor Rental Equipment Program
- Website updates
 - Updating slideshow photos to highlight development.
 - Updating economic development “Business” tab
- Advertising/Misc. Outreach
 - Storm Ready
 - SCE PSPS events
 - AQMD No Burn Alert PSA
 - Feeding America – Grocery distribution at CRC
 - Beaumont Transit
 - New branding
 - EV charge station
 - Route 125
- Events
 - Retail workshop – 1/26/21
 - Beaumont Transit Debut – 2/1
 - Weekly Senior Meal Program at CRC - Thursdays

PUBLIC WORKS



PUBLIC WORKS UPDATE January 2021

- Pavement Rehabilitation
 - Project Notice of Completion accepted by CC September 1st.
 - Engineering currently in planning stage for FY 20/21 Pavement Management Program.

- 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 at 95% development.
 - City-wide Hydraulic Model initial draft has been reviewed and new development projections are being loaded.
 - Lift Station assessment draft has reviewed and comments provided.
 - 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 is 75% complete.
 - Upon completion, staff will schedule CC item and/or workshop to discuss with Council.
 - Staff has had initial workshop/meeting to discuss identified capital needs and prioritization.

- 2020 Mid-Year Street Maintenance and Rehabilitation Project
 - In coordination with CC item from 09/01 regarding allocation of bond proceeds, staff has prepared a bid package to rehabilitate several City streets, primarily in the downtown area.
 - Staff has worked with Contractor and is able to add Beaumont Avenue rehabilitation from Cougar to Brookside withing existing budget.
 - Matich has commenced construction and will be complete with all streets receiving overlay, mill and overlay, and leveling course early 2021. Streets identified for slurry seal will be delayed until March in order to target warmer weather and ensure maximum adhesion and longevity.

- Highland Springs Interchange
 - Cooperative Agreement with the City, RCTC, and Banning for the preparation of a Project Study Report (PSR) for the Highland Springs Interchange Project approved
 - RCTC is the lead in preparing the report with input from both the City of Beaumont and Banning.
 - Funding for the PSR from WRCOG settlement.

- Updated Project Traffic Forecasting and Operational Analysis (TFOA) has been submitted to Caltrans.
 - The Preliminary Environmental Analysis Report (PEAR) has commenced. Expected completion is April 2021.
 - Completion of PSR is expected to be June of 2021.
 - Planning stages to keep project moving and facilitate next stage (Project Approval/Environmental Document, PAED) have been initiated.
- 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 also looking at other grant opportunities, potential funding solutions.
 - Trade Corridor Enhancement Program (TCEP) grant application has been submitted. \$33M has been requested and awardment of grant expected to be by end of calendar year.
 - Announcements read on 11/16/20. City was unsuccessful.
 - Staff now back to pushing Caltrans for phased approach.
 - Staff in active correspondence with Caltrans management to discuss phased approach. Approach to path forward anticipated soon.
- Highland Springs Signal Timing
 - Staff working with the City of Banning on an MOU to coordinate signal timing of 6 intersections along Highland Springs to help alleviate congestion.
 - 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.
- Pennsylvania Avenue Widening
 - Technical studies have been prepared, which now includes completion of Traffic Impact Analysis which needed to comply with Vehicle Miles Traveled (VMT) criteria.
 - Environmental consultant released to prepare CEQA document in June. Expected 4-6 month preparatory duration.
 - Draft environmental document imminent.
 - Updated packages have been submitted to both UPRR and Cal Trans
 - Comments have been received and responded to.
- 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.

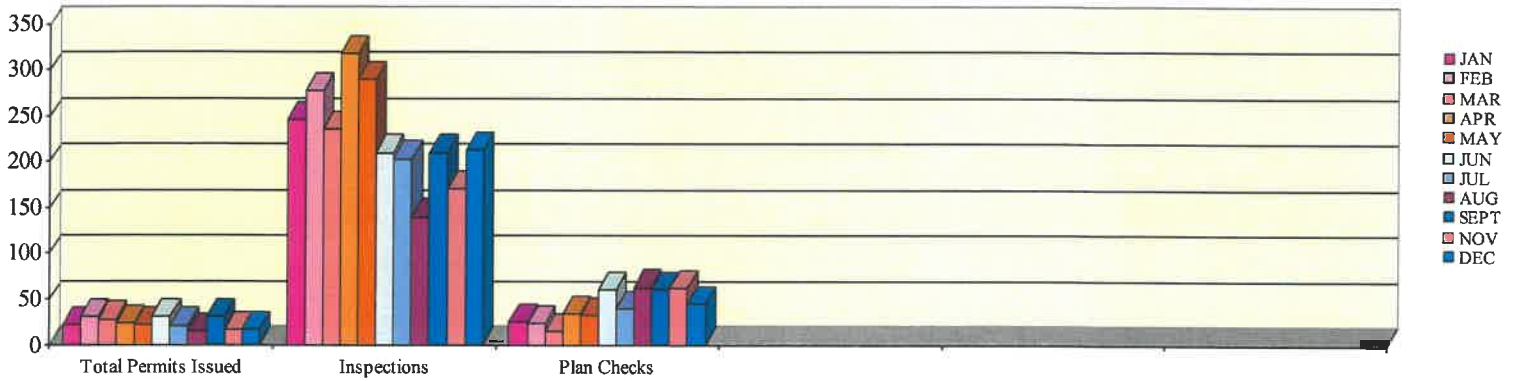
- Current contract has limited consultants' obligation to 35% design. Staff is searching for additional funding to engage consultant to complete design.
- Pennsylvania Avenue Interchange
 - Staff has had several meetings lately regarding traffic analysis and future compliance with Vehicle Miles Traveled (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 second review of complete design package (Civil, Architectural, and Landscape) which are currently in review and will be returned by 09/30.
 - Several environmental studies and reports are currently underway, including:
 - Habitat Assessment and Constraints Analysis
 - Biological Resources Report
 - Determination of Biologically Equivalent or Superior Preservation (DBESP)
 - Jurisdictional Delineation
 - Staff currently flying Request for Qualifications (RFQ) in order to pre-qualify prospective bidders.
- 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
 - Beaumont staff and Riverside County Flood Control (RCFC) interviewed the top 3 consultants the week of 09/14-09/18
 - Professional Services Agreement awarded to EXP at the 12/15/2020 CC meeting. Project to kick off in January.
 - Contract has been executed.
- 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



| | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
|---------------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| Permit Information | | | | | | | | | | | | |
| Encroachment - Issued | 19 | 29 | 27 | 24 | 22 | 31 | 19 | 12 | 22 | 14 | 9 | 14 |
| Residential Improvements | 3 | 2 | 0 | 0 | 0 | 2 | 1 | 3 | 4 | 5 | 6 | 0 |
| Commercial Improvements | 0 | 0 | 1 | 0 | 0 | 1 | 1 | 0 | 4 | 0 | 1 | 3 |
| TOTAL | 22 | 31 | 28 | 24 | 22 | 34 | 21 | 15 | 30 | 19 | 16 | 17 |
| Inspections | | | | | | | | | | | | |
| Commercial | 21 | 60 | 67 | 183 | 106 | 79 | 97 | 53 | 109 | 86 | 73 | 35 |
| Residential | 225 | 217 | 169 | 134 | 184 | 106 | 106 | 87 | 101 | 134 | 97 | 177 |
| TOTAL | 246 | 277 | 236 | 317 | 290 | 185 | 203 | 140 | 210 | 220 | 170 | 212 |
| Plan Checks | | | | | | | | | | | | |
| Commercial | 6 | 5 | 5 | 10 | 18 | 21 | 12 | 14 | 15 | 10 | 46 | 6 |
| Residential | 20 | 18 | 10 | 24 | 14 | 29 | 27 | 49 | 45 | 25 | 16 | 38 |
| TOTAL | 26 | 23 | 15 | 34 | 32 | 50 | 39 | 63 | 60 | 35 | 62 | 44 |

FY 20/21
 FY 19/20