



#ACITYELEVATED

DEPARTMENT PROJECTS

SCHEDULE UPDATES

April 2021

CITY CLERK



CITY CLERK'S OFFICE
PROJECT SCHEDULE
 April 2021

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

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

Public Records Requests for the Month

Requestor	No. of Requests	Date Received	Response Date	Response Update	Status	Staff Time Allocated
R. Vejar	3	Mar 1, 2021	Mar 11, 2021		Complete	1 hr
N. Aquino	6	Mar 1, 2021	Mar 11, 2021		Complete	1 hr
H. Choate	1	Mar 2, 2021	Mar 2, 2021		Complete	.5 hrs
A. McGloin	3	Mar 4, 2021	Mar 8, 2021		Complete	1 hr
L. Corbet	5	Mar 5, 2021	Mar 8, 2021		Complete	1 hr
J. McNeil	3	Mar 9, 2021	Mar 9, 2021		Complete	1 hr
G. Sonstein	4	Mar 9, 2021	Mar 16, 2021		Complete	1.5 hr + legal time
S. Kim	1	Mar 11, 2021	Mar 25, 2021		Complete	.75
B. Young	1	Mar 18, 2021	Mar 18, 2021		Complete	.75 hr
J. Perrick	1	Mar 21, 2021	Mar 29, 2021		Complete	.75 hr
S. Kokonas	2	Mar 23, 2021	Mar 31, 2021		Complete	1.5 hrs + legal time
A. Kapanicas	3	Mar 24, 2021	April 5, 2021	April 20, 2021	Complete	1.5 hrs + legal time
A. Kapanicas	1	Mar 24, 2021	April 5, 2021	April 20, 2021	Complete	1 hr + legal time

Requestor	No. of Requests	Date Received	Response Date	Response Update	Status	Staff Time Allocated
A. Kapanicas	2	Mar 24, 2021	April 5, 2021	April 20, 2021	Complete	.50 hr + legal time
J. Woolf	1	Mar 26, 2021	Mar 29, 2021		Complete	.75 hrs
J. Dillon	1	Mar 27, 2021	Mar 29, 2021		Completed	.50 hrs.
A. Kapanicas	1	Mar 30, 2021	April 12, 2021		Completed	1.5hrs + legal time

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 for December

No. of Requests	No. of Completed Requests	Staff Time Allocated
39	39	16.5 hrs

COMMUNITY DEVELOPMENT



COMMUNITY DEVELOPMENT UPDATE April 2021

- **Housing Element Update – Kick-off meeting was held March 18**
 - A contract modification will be brought to Council in May to include some additional items covered by the grant funding.
 - Site selection process has been completed and program discussions are underway
- **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,
- **Storage Moratorium – Set to expire October 2021.**
 - Staff is presenting ideas for discussion at Council May 4, and will bring back items accordingly
- **MSHCP – Western Riverside County Multiple Species Habitat Conservation Plan**
 - Several DBESPs for projects have been submitted for review.
 - Fee update adopted in April takes effect July 1, 2021.
- **Planning Commission**
 - The next Planning Commission meeting will be May 11, 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.**
 - **First reimbursement to be submitted in May.**
- **SCAG**
 - **Applied for Sustainable Communities Grant \$1.25M. Grant awards will be announced May 2021.**
- **Code Enforcement – recruitment has closed for Code Enforcement Officer position**
- **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
07-ENV-001		Legacy Highlands SP	s/o SR 60 w/o Beaumont Ave.	Court required remedy of EIR deficiencies	PRDEIR available for public review and comment through 1/28/21		
CUP2021-0056	March 2021	Jacob Bell	945 E. 6 th Street	Automotive Repair	Review Complete	5/2021	
CUP2021-0057	April 2021	Artashes Balyan	1691 E. 6 th Street	Recycling Center	Review Complete	5/2021	
PP2020-0317	10/12/2020	John Dykes McClure Machine	North side of 1 st Street, East of Viele	17,000sf concrete tilt-up industrial building	Environmental under review	Summer 2021	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	Kick-off meeting 5-2-2019 NOP under review, scoping meeting held 09/17/20, meeting with wildlife agencies 1/21/21	2021	2022
CUP2109-0033&34 PP2019-0209	06/03/2019	Jaswinder 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)	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, possible increase to anchor tenant pad	2021	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	May 2021	NA



CUP2020-0052	08/04/2020	Carrie Long	60 S. Palm	Pet Resort (Kennels & related facilities)	Working out easement issues and improvements with PW	NA
PLAN2020-0544	12/2/2020	Terra-Gen	248 Viele	Battery Storage Facility	Formal application received, DRC 4/29/21	
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	DRC complete, pending ADA discussion	May/June 2021
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

Inquiries/Discussions/Not Filed

Location	Description
North side of Xenia between 6 th and 8 th Oak Valley Parkway & Golf Club Drive	Market rate, multi-family apartment project 100+ units proposed
E/S of Potrero N/O SR 60 (Denley)	Restaurants & Retail Center
South of 1 st Street at termination of Viele including property to the west and south	Mixed use development with residential, commercial & retail SP, EIR & Tract Maps required
Beaumont Avenue & 1 st Street	Mixed use development with residential, commercial/retail and possible industrial on outer edge. Annexation, GPA, SP, EIR & Tract Maps required
East side of SR79 south of the City limits	38-acre mixed use development with apartments, modular homes & retail/commercial – would require GPA, SP, Tract Map, MND or EIR (Thrifty Oil)
	~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 April 2021

Recreation

Upcoming Events

- Drive-In Movie Night – April 2nd at 7:30pm
 - Movie shown – “Hop”
 - 60 cars with families participated
 - Coordinating with BCVPRD
- New Recreation Software launched for online registration of events – beaumontca.recdesk.com

Ongoing Programs (In-person)

- Senior meals drive-through handout (in partnership with Family Services Association)
 - Every Thursday at 10:00 am – Beaumont Civic Center (moved to accommodate vaccine clinic)
 - Thursday, April 1, 2021: Easter Cookie and Ice cream given by the Easter Bunny to each senior. Free masks to all who received meals. Completed, 50 meals given out
- COVID vaccine clinic
- Chair Yoga: Beginning: May 11 – every Tuesday & Thursday at City Hall Gym
- Gentle Yoga: Beginning: Wednesday, May 12 At the CRC

Virtual Programs (Online)

- Fit after 50 exercise classes – Every Monday and Wednesday at 9:15 a.m.
- E-Sports league – online gaming league/competition – April 2nd – On going
- Chalk your Walk Challenge: April 5-9. Contest Winner: Caitlin Dunn
- April Spotlight: Virtual Programming
- Weekly Challenge: Earth Day April 22. Color contest
- Earth Day & Arbor Day: FREE Seed packets for planting – Sports Park 4/26/21

Spotlight on Social Media

- Employee Spotlight- Richard Conde, Bldg & Grounds maintenance worker
- Service Spotlight- Landscaping
 - Landscaping Stetson Park upgrade project
- Park Spotlight – Pocket Parks

Parks

Nicklaus Park

- Restrooms opened to public – April 12th
- Gates at dog park scheduled to be replaced – In-Progress
- Tree Inventory (for future tree trimming) - Complete

Mt. View Park (Sundance)

- Trimmed all palm trees – Complete
- Tree Inventory (for future tree trimming) - Complete

Wildflower Park (Sundance)

- Planting 50 new rose bushes
- Ribbon Cutting of new display board for Anna Hause Elementary students to display their artwork - Complete
- Tree Inventory (for future tree trimming) - Complete
- New mulch in and around rose bushes

DeForge Park (Seneca Springs)

- Restrooms opened to public – April 12th
- Soccer goal repaired
- Tree Inventory (for future tree trimming) - Complete

Fallen Heroes Park (Oak Valley Greens)

- Restrooms opened to public – April 12th
- Tree Inventory (for future tree trimming) - Complete

Stetson

- Removing dead plant material - Complete
- New plants (150) installed - Complete
- Large irrigation upgrade - Complete
- New sod – Complete
- Mulch scheduled for early May
- Tree Inventory (for future tree trimming) - Complete

Sports Park

- Restrooms opened to public – April 12th
- Tree Inventory (for future tree trimming) – Complete
- Main line break repaired and irrigation back on line
- Breakers for Football Field lights replaced

Stewart Park

- Restrooms opened to public – April 12th
- Remove concrete bleachers- In-progress
- Walk through with Edison for future project – Complete
- Pre Bid and Bid Opening for Pool and Pavilion Demolition Project – Complete

- Tree Inventory (for future tree trimming) – Complete
- Geotechnical survey contract awarded

Three Rings

- Installed 20 yards of playground mulch - Complete
- Tree Inventory (for future tree trimming) - Complete

Trevino Park

- Irrigation upgrade of 40 sprinkler heads and updating valves
- Tree Inventory (for future tree trimming) - Complete

Shadow Creek Park

- CDF clearing and weed abating drainage channel- Complete
- Tree Inventory (for future tree trimming) - Complete

Palmer Park

- Tree Inventory (for future tree trimming) - Complete

Grounds Maintenance

Rights-of-Way

- Graffiti Removal – Ten (10) locations
- Cherry Channel walking path irrigation replacement – underway
- Seneca Springs Pkwy clearing pine needles and debris in preparation for new mulch install

Open Space and City Owned Lots

- Three Rings Ranch Lift Station
 - Graffiti removal and homeless encampment clean up – Complete
- Weed Abatement Program
 - Coordinating with CDF – not available until May due to internal training program

Building Maintenance

Civic Center (includes public parking lot)

- Tree Inventory (for future tree trimming) – Complete
- Heating Unit in CM Office/City Clerk repaired

Fire Station 66

- Roof Weather guard sealant system – Complete
- Irrigation upgrade
- Sod installed
- AC Unit repaired, quote for new units being obtained

Police Department

- Enhance lighting in parking lot – In-Progress
- Obtaining quotes for minor roof repair to modular building
- Tree Inventory (for future tree trimming) - Complete

Chatigny Recreation Center

- HVAC System Upgrade Pre Bid Walk Through - Complete
- Tree Inventory (for future tree trimming) – Complete
- New drywall in elevator Mechanical Room after water leak – In-Progress
- Repurposed table and benches from pool to CRC
- New mulch installed at entry and around palm trees

Grounds and Building Maintenance Yard

- Alarm/Security System Upgrade to include camera system

Transit

Operations

- Route 3 resumed service on April 19th
- Free fare promotion continues

Updates

- SRTP
 - Public Hearing – April 20th – Complete
 - 1st draft narrative submitted to RCTC April 21st
- Bus wrapping project – 95% complete
- CHP inspection May 19th
- EV Charging Station use is increasing. March had the most usage so far: 37 unique drivers, charging for 126 sessions.

Spotlight on Social Media

- Employee Spotlight- Enrique Ybanez – Vehicle Maintenance Department

Capital Improvement Plan Projects

Stewart Park Project – 3.95M

- City Council approved conceptual plan January 19th
- Geotechnical survey contract awarded
- Historical Society requests two separate items in the park be preserved

- Council approved
- Asbestos Survey - completed
- Demolition Work of Pool and Pavilion Buildings
 - Bid opening – April 28th
- Meeting held with Water Odyssey
 - Contract awarded for design
- Street vacation of 10th Street
 - Scheduled for City Council approval

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

- Geotechnical engineering – complete
- Electrical engineering bids due May 5th

Playground Shade Covers Phase I - \$250,000

- Design completed – going to RFP
 - Wildflower Park – Phase I
 - Mt. View Park – Phase II

Fire Station Rehabilitation - \$250,000

- Re-roof project – complete
 - Final building inspection and approval - completed

Compressed Natural Gas Fueling Station

- So Cal Gas meeting to discuss tariff agreement – completed
- Presentation to Council coming soon.

Bus Shelter Project- Walmart

- RFP to be published on May 20th for demolition and construction of new facilities and amenities at Walmart.
- Request for PO going to Council May 20th to purchase bus shelters and amenities.
- Anticipate a presentation to Council to award the contract in July 2021

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

April 2021

RFPs Underway

Major Projects

Retail Market Analysis

- Work is underway with The Retail Coach
 - Retail Market Analysis Complete
 - Small Business workshop (Virtual) held on January 26th
 - City is promoting this service to all small businesses in the City
 - Site Profiles underway
 - Attraction is underway
 - Update to Council on May 4th, 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
 - 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 and Rudolph Foods still operating
 - Priority Pallet is starting to recover
 - Amazon is fully operational
- 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 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)
- Focus has shifted towards Retail recruitment and Marketing functions for 2021

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 April 14, 2021

- Update from Retail Coach on work completed and attraction efforts

Lobbyist Services

- 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
- 2021 Legislation Session tracking has begun
- Tracking State and Federal mandates and funding programs related to Covid-19
- Priority projects identified as Potrero Interchange Phase II and Pennsylvania Ave widening for potential infrastructure bills
- Potrero Interchange Phase II has made Congressman Ruiz's short list for submittal to the Transportation Committee for hopeful inclusion in the American Jobs Plan

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 waiting on City of Palm Springs for information required for us to contact each business and discuss details

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

Potrero Interchange PH2

- Meeting with Federal EDA to discuss funding availability
- Meeting with RCTC to discuss project status
- Submitted Grant / earmark request to Congressman Ruiz for inclusion in the American Jobs Plan

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 Sherman Williams
- Now Open: Planet Fitness and America's Best Contact & Eyeglasses
- Opening soon: Ulta Beauty (April 2nd)
- Building in progress are Cinema West, and
- 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

April 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.
 - Fixed Assets Module – the City Council approved acquisition of this software at its December 15th meeting. This module will be implemented by July or August 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. 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.
- 2020-21 Overhead Allocation and Transfers -overhead transfers completed for 1st, 2nd and 3rd quarters. Other transfers and position spits are completed through the second 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
 - 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/ Investment process – the policy has been approved by City Council an investment advisor selected. The setup work in underway and active investment using the new advisor is expected to begin by early April 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 completed
 - Next Debt Service Payment Due 03-01-21 - COMPLETED
- Refunding Bond Issuance completed for IA 8C and IA 17B
- 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 July or 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 will be presented to the CC at its April 20, 2021 meeting for initial review and direction.

ONGOING WORK

Bank reconciliations (all banks and trustee accounts)

**NOTE: Citibank Operating Account reconciled through 3/31/21
Payroll and Workers Comp Accts reconciled through 3/31/21
All other accounts reconciled through 3/31/21.
All Trustee accounts reconciled through 2/28/21**

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

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

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

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 APRIL 2021

Tyler Upgrades – IN PROGRESS

- Tyler App for Public Utility payment - Completed.
- New EMV machines replaced with new processor- Completed.
- Customer Service Portal Live for Public to pay for permits over web – Completed.
- New Payroll Software – In progress

Wastewater Plant –IN PROGRESS

- Looking at for better access to SCADA.
- New Internet Upgrade and phones system Install – In progress

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

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

Albert Chatigny Community Center AC Controls

- Testing new AC controls with Directive from Parks & Rec.

IT Strategic Plan – IN PROGRESS

- Creating an IT strategic plan for City Manager.
- 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 April 2021

Projects

- Revised the monthly Beaumont Breeze in eNewsletter
 - Name change due to Four Seasons Newsletter being of a similar name
 - Next special print edition coming out in July to focus on parks and rec

- National Bike Month
 - Monthly events/challenges
 - May 1 | Small Business Saturday Ride
 - May 2 - 8 | Star Wars Ride - Tie Fighter Challenge
 - May 9 - 15 | Ride Where the Pros Ride
 - May 16 - 22 | Design a helmet contest
 - May 21 | Bike to Work Day
 - May 23 - 30 | Bike Scavenger Hunt
 - Bike Month Bingo | all month!
 - Bike safety video with police department
 - Social media engagement
 - Visit BeaumontCa.gov/Bike for details

- Branding Phase 2
 - Initiated project with JPW Communications for design of secondary branding elements
 - Draft designs will be presented to Council in May
 - Project estimated to be complete by June
 -

- Advertising/Misc. Outreach
 - Mayor's Minute videos – monthly
 - New electronic signboard – updating as needed
 - In-person classes at the CRC – yoga and Fit after 50
 - CIP project updates
 - COVID-19 Business Assistance

- City Hall Renovations Paint and Landscaping
 - Colors chosen for exterior paint
 - Landscape palette designed – mimics Sundance

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 – 8,796 Followers (+508 in April)
 - 104 individuals Direct Messaged (DM) us in 2020
 - Highest performing post in April: RivCo meets Orange Tier
 - Reach: 3,500
- Parks and Recreation – 1,000 Followers (+58 in April)
 - Highest performing post in April: Chalk Your Walk entries
 - Reach: 1,200
- Transit – 278 Followers (+25 in April)
 - Highest performing post in April: Employee Spotlight – Meet Enrique
 - Reach: 97
- Twitter
 - 2,628 Followers
- Instagram
 - 3,246 Followers
- Nextdoor
 - 11,790 Followers
 - 51% of Beaumont households

Misc.

- eNewsletter/ News releases
 - 3,178 registered contacts
- Utility bill inserts – 18,000 accounts
- Notification sign-ups
 - calendar of events - 1,633
 - City Council – 747
 - EDC – 229
 - FAC – 161
 - Planning Commission – 593
 - Construction Updates – 1,259
 - Homepage news - 202

Local Events

May 11 – 12 | Blood Drive at Chamber of Commerce

May 15 | Car show at Noble Creek Park

May 21-23 | Citywide Yard Sale

June 4 | Cherry Jubilee and Gift Basket Raffle

PUBLIC WORKS



PUBLIC WORKS UPDATE April, 2021

- Pavement Rehabilitation
 - Project Notice of Completion accepted by CC September 1st.
 - Engineering currently in planning stage for FY 20/21 Pavement Management Program.
 - ~~Staff to bring list of proposed streets to CC on 04/20.~~
 - Staff preparing bid package based on preliminary streets list presented to CC on 04/20 and feedback obtained therein.
 - Anticipated bid release in May and awarding of contract in July.

- 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 been 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 95% complete.
 - Upon completion, staff will schedule CC item and/or workshop to discuss with Council. Anticipated CC workshop end of June/early July.

- 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 added Beaumont Avenue rehabilitation from Cougar to Brookside, as well as Grace Avenue from 1st Street to 3rd Street within existing budget.
 - Grace has been completed
 - Beaumont Ave. construction paving will be completed by 04/02
 - ~~Match 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/April in order to target warmer weather and ensure maximum adhesion and longevity.~~
 - Pavement rehabilitation is complete. Minor punch list items and striping remain.

- 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. (pending)
 - 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.
 - Staff planning presentation on 05/18 to provide update with RCTC, as well as seek CC approval on first amendment to existing contract authorizing the PAED phase.

- 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.
 - ~~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.
 - Focus meeting with Caltrans on 04/09 to lay out specific steps in order phase the ramp construction as noted in first bullet item.
 - 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

- 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.~~
 - ~~Submittal to Caltrans will be first week of April~~
 - 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 submitted to Caltrans for review. Comments expected within 2 weeks.

- 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 06/20
 - Draft environmental document completed and under review.
 - Updated packages have been submitted to both UPRR and Cal Trans
 - Comments have been received and responded to.
 - Draft environmental document complete and pending public notification.

- 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 third review of complete design package (Civil, Architectural, and Landscape) which has been reviewed and returned for minor corrections.
 - 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.
 - RFQ's have been submitted and are currently under staff review
 - Draft environmental document expected to be publicly noticed in May.

- 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.
 - Contract has been executed and kick-off meeting set for 03/10.
 - Project has kicked off. Consultant initial step is to address any downstream limitations (Seneca wash) and identify potential mitigations.

- 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.

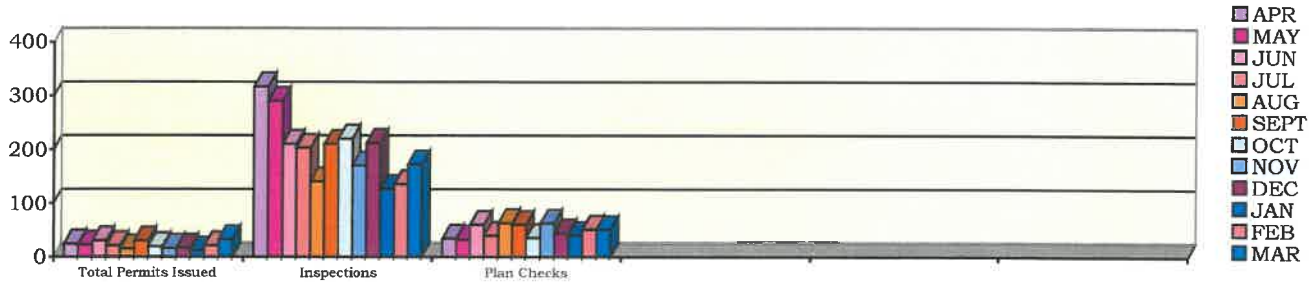
- By the Numbers ~ Running 12 month total of permits and inspections
 - Includes the following:
 - Encroachment permits issued.
 - Offsite improvement permits associated with residential developments issued.
 - Offsite improvement permits associated with commercial developments issued.
 - Commercial development inspections.
 - Residential development inspections.
 - Commercial development plan checks.
 - Residential development plan checks.



PUBLIC WORKS

MONTHLY PERMIT INFORMATION

RUNNING 12 MONTHS



	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	IAN	FEB	MAR
Permit Information												
Encroachment - Issued	24	22	31	19	12	22	14	9	14	7	21	24
Residential Improvements	0	0	2	1	3	4	5	6	0	3	0	8
Commercial Improvements	0	0	1	1	0	4	0	1	3	1	0	0
TOTAL	24	22	34	21	15	30	19	16	17	11	21	32
Inspections												
Commercial	183	106	79	97	53	109	86	73	35	48	31	40
Residential	134	184	106	106	87	101	134	97	177	78	104	132
TOTAL	317	290	185	203	140	210	220	170	212	126	135	172
Plan Checks												
Commercial	10	18	21	12	14	15	10	46	6	4	14	10
Residential	24	14	29	27	49	45	25	16	38	35	37	40
TOTAL	34	32	50	39	63	60	35	62	44	39	51	50

FY 20/21
 FY 19/20

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