BLYTHE CITY COUNCIL

AGENDA

April 14, 2026

6:00 P.M.

Joseph DeConinck, Mayor
Johnny Z. Rodriguez, Vice Mayor
Joseph Halby, III, Council Member
Sam Burton, Council Member
Summer Spraggins, Council Member
Mallory Crecelius, Interim City Manager/City Clerk
Brittany Roberto, City Attorney

MEETINGS ARE HELD IN THE CITY COUNCIL CHAMBER, 235 NORTH BROADWAY, BLYTHE, CA

CITY OF BLYTHE
CITY COUNCIL MEETING
April 14, 2026
6:00pm

CALL TO ORDER

ROLL CALL

Mayor DeConinck
Vice Mayor Rodriguez
Council Member Halby
Council Member Burton
Council Member Spraggins

Interim City Manager/City Clerk Crecelius
City Attorney Roberto
City Treasurer/Finance Director Elms
Chief Building Official Brown

Police Chief Dale
Fire Chief Hasler
Public Works Director Elegores

PLEDGE OF ALLEGIANCE

INVOCATION

ADDED STARTER: The City Council may add an item to the Agenda after making a finding that there is a need to take immediate action on the item and that the item came to the attention of the City Council and/or staff subsequent to the posting of the Agenda. An action adding an item to the Agenda requires a 2/3 vote of the City Council (4 of 5 Council Members). If less than 2/3 of the City Council is present, adding an item to the Agenda requires a unanimous vote.

PROCLAMATION: (Item 1)

1. **DMV/Donate Life Month, April 2026.**

CONSENT CALENDAR: (Items 2-16)

All matters listed under Consent Calendar are considered routine and will be enacted by one motion. There will be no separate discussion of these items prior to the time of voting on the motion unless members of the Council or staff request specific items be discussed and/or removed from the Consent Calendar for separate action.

2. **Posting of the Agenda.**
   The agenda was posted on the bulletin boards on the outside of the public entrance to the Council Chamber and near the inside entrance of the Council Chamber and on the City's website on Friday, April 10, 2026.

3. **Approval of the Warrant Register.**
   Recommendation: Approve **4/14/26,** warrants numbered 11466 through 11488 and 80791 through 80828 in the amount of $2,624,370.97; **4/14/26,** Utility Billing Refund warrants numbered 80829 through 80842 in the amount of $3,092.42 and **4/14/26,** warrants numbered 11489 through 11515 and 80843 through 80908 in the amount of $635,209.55.

4. **Approval of the Payroll Register.**
   Recommendation: Approve **4/14/26,** warrants numbered 55664 through 55679 and Direct Deposit warrants numbered 64719 through 64798 in the amount of $305,761.19; **4/14/26,** warrants numbered 55680 through 55681 in the amount of $11,910.94; **4/14/26,** warrants numbered 55682 through 55695 and Direct Deposit warrants numbered 64799 through 64877 in the amount of $295,575.18; **4/14/2026,** warrant numbered 55696 and Direct Deposit warrants numbered 64878 through 64879 in the amount of $10,362.09; **4/14/26,** warrants numbered 55697 through 55713 and Direct Deposit warrants numbered 64880 through 64956 in the amount of $301,326.11 and **4/14/2026,** warrants numbered 55714 through 55725 and Direct Deposit warrants numbered 64957 through 65050 in the amount of $92,383.24.

5. **Minutes of the March 10, 2026 City Council Meeting.**
   Recommendation: Approve the Minutes of the March 10, 2026 Meeting.

Any writings or documents provided to a majority of the City Council regarding any item on this Agenda will be made available for Public inspection in the City Clerk's Office at City Hall, 235 N. Broadway, Blythe, California during normal business hours. In addition such writings and documents will be posted on the City's website: www.cityofblythe.ca.gov.

6. **City of Blythe Permits Issued in the Month of March 2026.**
Recommendation: Receive and file the monthly report.

7. **City of Blythe Fire Department Monthly Activity Report for March 2026.**
Recommendation: Receive and file the monthly report.

8. **City of Blythe Police Department Monthly Activity Report for March 2026.**
Recommendation: Receive and file the monthly report.

9. **Quality of Life Program Activity Report for March 2026.**
Recommendation: Receive and file the monthly report.

10. **Investment Report for Third Quarter Fiscal Year 2025/26.**
Recommendation: Receive and file the quarterly investment report.

11. **Support for AB 1855 (Gonzalez) and Distressed Hospital Loan Forgiveness for Palo Verde Healthcare District.**
Recommendation: Retroactively approve the submission of letters of support for AB 1855 and loan forgiveness from the State's Distressed Hospital Loan Program which includes Palo Verde Healthcare District.

12. **Acceptance of Donation - Shuffleboard Table for the Joe Wine Recreation Center.**
Recommendation: Accept the donation of a shuffleboard table from Antonio Barron for use at the Recreation Center and authorize the Interim City Manager to execute any documents necessary to memorialize the donation.

13. **Acceptance of Work and Notice of Completion - Facilities Painting Project.**
Recommendation: Accept the work performed by Making It Happen Painting, Inc. for the Facilities Painting Project and authorize the Mayor and City Clerk to execute and file the Notice of Completion and authorize the Interim City Manager to release retention payments and project bonds once appropriate.

14. **Measure A Capital Improvement Plan for Fiscal Years 2027 - 2031.**
Recommendation: Adopt Blythe's Measure A Local Streets and Road five-year Capital Improvement Plan for FY 2027-2031; approve for submission the Project Status Report for FY 2025/26; authorize the City Manager to execute Blythe's Maintenance of Effort Certification Statement and authorize the Finance Director to make minor amendments as necessary to the annual CIP report per RCTC's procedures for fiscal year 2026-2027.

15. **General Plan Annual Progress Report for 2025.**
Recommendation: Receive and file the General Plan Progress Report for 2025 and authorize staff to submit the report to the Governor's Office of Land Use and the Department of Housing and Community Development.

16. **First and Murphy Streets Rehabilitation Project Design.**
Recommendation: Authorize the Interim City Manager to enter into an Agreement with The Holt Group for design of the First and Murphy Streets Rehabilitation project in an amount not to exceed $103,000, once reviewed and approved by the City Attorney.

CONTINUED BUSINESS: (Item 17)

17. **Palo Verde Hospital Ad Hoc Committee Update.**
Recommendation: Receive and file a report from the Hospital Ad Hoc Committee.

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NEW BUSINESS: (Items 18-20)

18. **Professional Services Agreement for Enterprise Resource Planning Consulting Services with Berry, Dunn, McNeil & Parker, LLC.**
Recommendation: Enter into a Professional Services Agreement with Berry, Dunn, McNeil & Parker, LLC (BerryDunn); Authorize the Interim City Manager to execute the contract in such final form as approved by the City Attorney and approve a two phase contract, with the first phase being a fixed fee in the amount of $134,750 for project management, needs assessment, and procurement assistance and Phase II billed at time and material for implementation support in an amount not to exceed $300,000 for a total contract amount of $434,750 plus costs incurred for travel.

19. **Fiscal Year 2025/26 Mid-Year Financial Report and Budget Amendments.**
Recommendation: Receive and file the FY 2025/26 Mid-year report; adopt Resolution No. 2026-004 amending the FY 2025-26 Budget and approve the recommended budget amendments.

RESOLUTION NO. 2026-004. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLYTHE, CALIFORNIA, AMENDING THE OPERATING AND CAPITAL BUDGET FOR FISCAL YEAR 2025-2026.

20. **Desert Rodeo Sponsorship.**
Recommendation: Provide direction to staff on purchasing a sponsorship for the Desert Rodeo in Thermal, California April 24-26, 2026. If Council elects to provide a sponsorship, make the finding outlined in the staff report and authorize the Interim City Manager to execute an agreement memorializing the sponsorship in a form approved by the City Attorney.

ORAL REPORT: (Staff members may make a brief announcement or report on department activities.)

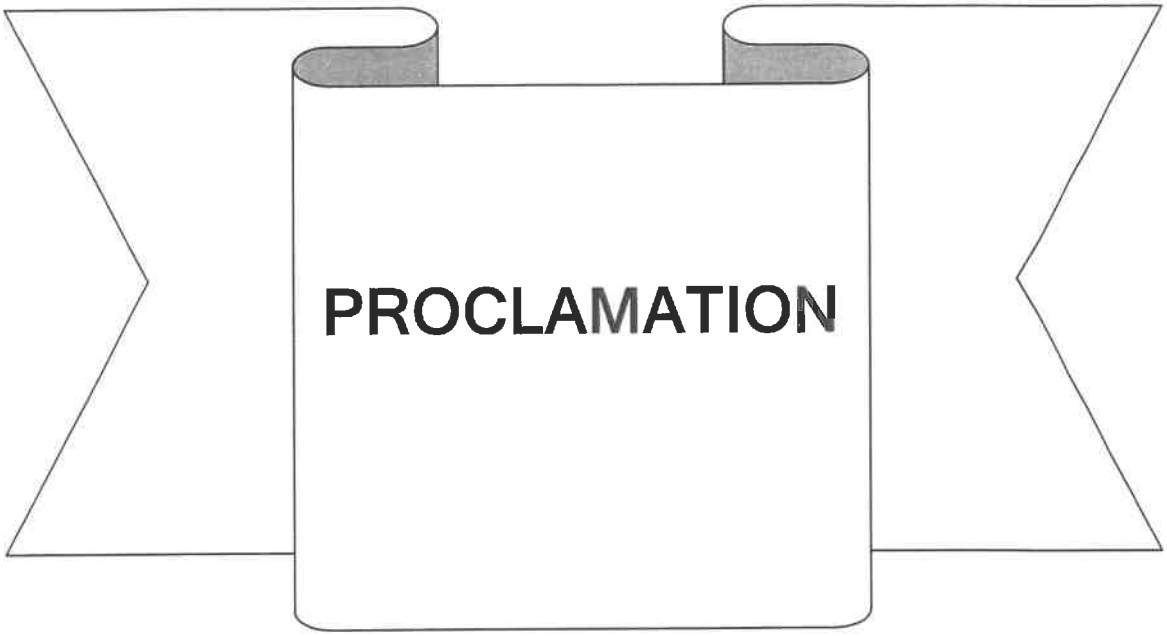
MEMBER COMMENT: (Council may ask a question for clarification, make a brief announcement, make a brief report on his/her own activities, request staff to report back at a subsequent meeting concerning any matter or take action to direct staff to place a matter of business on a future agenda.)

PUBLIC COMMENT: Public comments will be allowed on matters not appearing on the agenda, but within Council/Blythe Successor Agency jurisdiction. Speakers are asked to identify themselves by stating their name and address for the record. Comments shall be limited to 3 minutes in duration. The City Council cannot take action on items not listed on the Agenda. Council Members will not enter discussion with speakers; but may refer the matter to staff for report and recommendation at a future meeting.

ADJOURNMENT: The next meeting will be held on Tuesday, May 12, 2026, at 6:00 p.m. in the Council Chamber, 235 N. Broadway, Blythe, California.

NOTE TO THE PUBLIC: In compliance with the Americans with Disability Act, if you need special assistance to participate in this meeting, please contact 504/ADA Coordinator Mallory Crecelius at (760) 922-6161 EXT. 1237 or by email at msutterfield@cityofblythe.ca.gov. Notification 72 business hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.104 ADA Title II).

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PROCLAMATION

CITY OF BLYTHE

Proclamation

DMV/Donate Life Month
April 2026

WHEREAS, organ, eye, tissue, marrow and blood donation are life-giving acts recognized worldwide as expressions of compassion to those in need; and

WHEREAS, more than 130,000 individuals nationwide and more than 23,000 in California are on the national organ transplant waiting list, and on average, 17 people die each day while waiting; and

WHEREAS, the need for donated organs is especially urgent in Hispanic, Latino and African American communities; and

WHEREAS, a single individual's donation of the heart, lungs, liver, kidneys, pancreas and small intestine can save up to eight lives; and

WHEREAS, donation of tissue can save and heal the lives of more than 75 others organ donors saved more than 46,000 lives last year; and

WHEREAS, any person can register to be an organ, eye and tissue donor regardless of age or medical conditions; and

WHEREAS, being a registered donor does not impact the quality of life-saving medical care a person receives in an emergency; and

WHEREAS, California Residents can sign up with the Donate Life California Donor Registry online at any time by visiting www.donatelifecalifornia.org or, for Spanish-speakers, www.donevidacalifornia.org; and

WHEREAS, California residents can sign up to be an organ, eye and tissue donor when applying for or renewing their drivers' license or ID cards at the California Department of Motor Vehicles; and

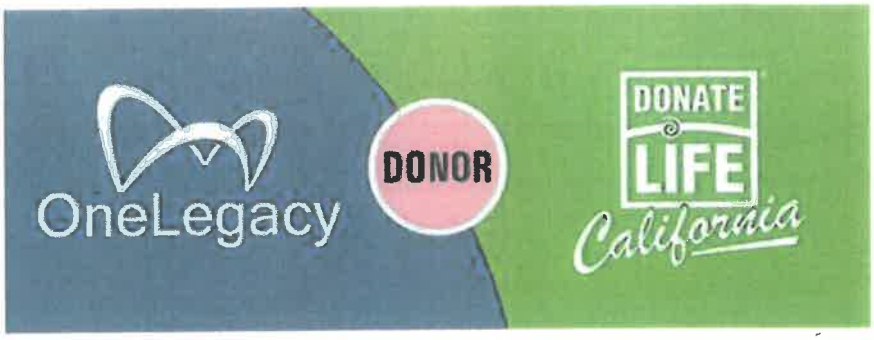
WHEREAS, California residents interested in saving a life through living kidney donation may visit www.livingdonationcalifornia.org.

WHEREAS, the 2026 Donate Life Month them is **"Leave a Legacy".** The theme highlights that organ, eye and tissue donation connects people, leaving a lasting legacy of hope.

NOW, THEREFORE, BE IT RESOLVED that in recognition of National Donate Life Month, April 2026, is hereby proclaimed **"DMV/Donate Life Month"** in the City of Blythe, and in doing so we encourage all Californians to check "YES!" when applying for or renewing their driver's license or I.D. card at the DMV.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official seal of the City of Blythe, California to be affixed this 14th day of April, 2026.

Mayor Dated



Facts about Donation and Transplantation: Did you know...?

- THE GIFT – One **organ** donor can save the lives of up to **eight (8) people** by donating their heart, lungs, kidneys, liver, pancreas and small intestines.
- THE GIFT – On average, one **tissue** donor can enhance the lives of **more than 75 people** by donating their corneas, skin, bones, and heart valves, among others.
- THE NEED – More than **49,065** organ transplants were performed in the U.S. in 2025, which was possible through the generosity of deceased and living donors.
- THE NEED – Over **120,000 people** are **currently waiting** for an organ transplant in the U.S.; over 20,000 in California alone.
- THE NEED – **17 patients die every day** while waiting because the organ they needed did not become available in time.
- THE NEED – The need for transplants is **disproportionately high among minority populations**. Communities of color often suffer higher incidences of conditions such as high blood pressure or diabetes, which can lead to the need for a kidney transplant.
- DONOR REGISTRATION – To register to be an organ, eye and tissue donor Californians can go to **www.donateLIFEcalifornia.org**, or its Spanish counter-part **www.doneVIDAcalifornia.org**.
- THE FACTS – **Patients are fairly matched** with a donor based on the severity of their illness, body size, tissue type, blood type and other important medical information.
- THE FACTS – Over 39,000 patients have their sight restored every year through cornea transplants.
- THE FACTS – Nearly one third of all deceased donors are age 50 or older. People of **all ages and medical histories** should consider themselves potential donors.
- THE FACTS – Every major religion in the United States supports organ donation as one of the highest expressions of compassion and generosity.
- LIVING DONATION - A living donor can provide a kidney or a portion of their liver, lung, pancreas or intestine. To explore living donation, visit www.LivingDonationCalifornia.org

Updated: 1/26/2026

2026 Donate Life Run/Walk: Join Us on Saturday, April 25!

We invite you to join us in-person for the 24th annual Donate Life Run/Walk on Saturday, April 25, 2026! As an elected leader in our community, your participation sets an important tone for your constituents, and means the world to the Donate Life community. Please feel free to share information about the Run/Walk with your friends and family as well. The more, the merrier!

Join us for our 2026 OneLegacy Donate Life Run Walk to run or walk with your team and celebrate the power of organ, eye and tissue donation.

Founded in 2003 by local organizers Craig and Kathleen Hostert of Fullerton, the annual OneLegacy Donate Life Run/Walk is the largest event of its kind in the nation. The event features an inspiring opening ceremony, competitive 5K run and healthy 5K/1K walk, followed by a Family Festival with food vendors, live entertainment, special activities for children and a raffle drawing.

A non-competitive 5K/1K Run/Walk to educate and inspire the community about organ, eye, and tissue donation with proceeds benefiting the OneLegacy Foundation.

Link to Sign Up: https://www.givesignup.org/Race/CA/Azusa/DONATELIFERunWalk



Above & Beyond – More Ways to Educate, Inspire, and Save Lives

Do you have additional ideas for how we can reach the community with this important message? Do you have general questions, comments, or concerns? Would you like an educational presentation about organ eye and tissue donations for your staff or community group? We want to hear from you!

- To submit events for OneLegacy Consideration, visit https://www.onelegacy.org/community/

CONSENT CALENDAR

Bank code : ap-dir

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
11466	3/24/2026	002768 AIRWAVE BROADBAND WIRELESS	116378	025526	BUSINESS PHONE SERVICE 3/1-4/	121.60
			117029	025526	BUSINESS PHONE SERVICE 4/1-5/	121.60
					Total :	**243.20**
11467	3/24/2026	004804 CITY OF BLYTHE	FEB 2026		AMOUNT BILLED TO CUSTOMERS :	33,453.00
					Total :	**33,453.00**
11468	3/24/2026	005603 CR&R INCORPORATED	000165885	024002	DISPOSAL SERVICES 3/1-3/31/2026	385.05
					Total :	**385.05**
11469	3/24/2026	005996 DE LAGE LANDEN FINANCIAL SVCS	596000609	025532	EQUIPMENT LEASE/MAINTENANCE	342.92
					Total :	**342.92**
11470	3/24/2026	005996 DE LAGE LANDEN FINANCIAL SVCS	596001507	025533	EQUIPMENT LEASE/MAINTENANCE	607.20
					Total :	**607.20**
11471	3/24/2026	005645 EVERON	160601931	025565	FIRE/SECURITY ALARM MONITORII	226.45
			160601932	025565	FIRE/SECURITY ALARM MONITORII	241.74
			160601933	025565	FIRE/SECURITY ALARM MONITORII	226.36
			160601934	025565	FIRE/SECURITY ALARM MONITORII	300.07
					Total :	**994.62**
11472	3/24/2026	005213 FRONTIER	9091590013	025574	COMMUNICATIONS 3/7-4/6/2026	7,907.88
			9091590039	025568	COMMUNICATIONS 3/7-4/6/2026	647.49
			9091590042	025567	COMMUNICATIONS 3/1-3/31/2026	3,954.76
					Total :	**12,510.13**
11473	3/24/2026	000150 INLAND BUILDERS SUPPLY INC	I46407	025386	PARTS/SUPPLIES	165.19
			I58110	025482	PARTS/SUPPLIES	51.28
			I68043	025549	PARTS/SUPPLIES	60.04
					Total :	**276.51**
11474	3/24/2026	005295 KONICA MINOLTA	9010794976	025579	MAINTENANCE AGREEMENT 2/1-2/	425.21
					Total :	**425.21**
11475	3/24/2026	008201 OPTIMUM	101619880	025581	INTERNET SERVICE 3/1-3/31/2026	650.00

Bank code : ap-dir

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
11475	3/24/2026	008201 008201 OPTIMUM	(Continued)		**Total :**	**650.00**
11476	3/24/2026	000213 QUILL LLC	2643242	025459	SUPPLIES [CREDIT RETURN]	-159.29
			47870257	025394	SUPPLIES	288.69
			47870394	025394	SUPPLIES	624.21
			47995161	025459	SUPPLIES	228.30
			48204055	025459	SUPPLIES	159.29
					Total :	**1,141.20**
11477	3/24/2026	003439 SHELL	111175024	025585	FUEL 2/6-3/6/2026	86.87
					Total :	**86.87**
11478	3/24/2026	000241 SMART & FINAL IRIS CORP	430510004201	025494	SUPPLIES	53.24
			430510116601	023975	SUPPLIES	198.42
			430510152301	023975	SUPPLIES	599.60
			430510157102	025493	SUPPLIES	65.33
			430510200101	023975	SUPPLIES	104.91
			430510208601	023975	SUPPLIES	59.96
			430510261503	023975	SUPPLIES	158.46
			430510280601	023975	SUPPLIES	194.71
			430511131602	023975	SUPPLIES	239.22
					Total :	**1,673.85**
11479	3/24/2026	000247 SOCALGAS	06912300076	025586	NATURAL GAS 1/23-2/24/2026	29.97
					Total :	**29.97**
11480	3/24/2026	000247 SOCALGAS	16242635007	025586	NATURAL GAS 1/23-2/24/2026	32.36
					Total :	**32.36**
11481	3/24/2026	000247 SOCALGAS	11185732804	025586	NATURAL GAS 2/5-3/9/2026	36.48
					Total :	**36.48**
11482	3/24/2026	000247 SOCALGAS	16017775541	025586	NATURAL GAS 1/23-2/24/2026	83.76
					Total :	**83.76**
11483	3/24/2026	000247 SOCALGAS	13422599004	025586	NATURAL GAS 1/23-2/24/2026	261.48
					Total :	**261.48**

Bank code : ap-dir

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
11484	3/24/2026	000247 SOCALGAS	07632638008	025586	NATURAL GAS 2/5-3/9/2026	271.10
					Total :	**271.10**
11485	3/24/2026	000283 SOUTHERN CALIFORNIA EDISON CO	700240317342	025587	ELECTRICITY 2/1-2/28/2026	59.87
					Total :	**59.87**
11486	3/24/2026	000283 SOUTHERN CALIFORNIA EDISON CO	700350079007	025588	ELECTRICITY 1/28-2/26/2026	9,745.19
					Total :	**9,745.19**
11487	3/24/2026	000283 SOUTHERN CALIFORNIA EDISON CO	700466637136	025589	ELECTRICITY 2/1-2/28/2026	16,226.54
					Total :	**16,226.54**
11488	3/24/2026	000266 UNDERGROUND SERVICE ALERT/SC	120260083	025591	DIG ALERT TICKETS 1/2026	201.35
			220260085	025591	DIG ALERT TICKETS 2/2026	106.75
					Total :	**308.10**

23 Vouchers for bank code : ap-dir **Bank total :** **79,844.61**

Bank code : union

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
80791	3/24/2026	007560 AMAZON CAPITAL SERVICES, INC	117FKVQ3YNCW	025239	PARTS/SUPPLIES	217.40
			161R1XRHKLR6	025239	PARTS/SUPPLIES	281.96
			174M96NCKY11	025473	PARTS/SUPPLIES	655.26
				025473		
			17M4LP9QP336	025223	PARTS/SUPPLIES	123.76
			17M93JKFGCRY	025345	PARTS/SUPPLIES	430.22
			1DL16V7K13FY	025377	PARTS/SUPPLIES	182.16
			1HLDPQHKNPCD	025492	PARTS/SUPPLIES	118.71
			1KC39GW14614	025339	PARTS/SUPPLIES	101.18
			1MHTRJQQLCM3	025473	PARTS/SUPPLIES [CREDIT RETURI	-163.07
			1NGQTMKNHGJX	025483	PARTS/SUPPLIES	359.47
			1YDKYJXJ7L3C	025339	PARTS/SUPPLIES	229.62
					Total :	**2,536.67**
80792	3/24/2026	002453 AMCS GROUP INC	197066	024692	FLEET MANAGEMENT SERVICES 4	906.22
					Total :	**906.22**
80793	3/24/2026	002458 AQUA-METRIC SALES, CO	INV0111626	025560	ANNUAL SUPPORT	26,724.01
					Total :	**26,724.01**
80794	3/24/2026	006220 BACKFLOW SOLUTIONS, INC	10646	025562	BACKFLOW PROGRAM - SUBSCRI	495.00
					Total :	**495.00**
80795	3/24/2026	008238 BESTWAY ELECTRIC MOTOR SVC INC	42602104	025519	REPAIR/MAINTENANCE SERVICES	1,430.00
					Total :	**1,430.00**
80796	3/24/2026	000385 BIO-TOX LABORATORIES	48699	025454	LAB SERVICES	617.00
					Total :	**617.00**
80797	3/24/2026	008695 BOSCH BUILDING TECHNOLOGIES	990001538	025522	MEASUREMENTS AND VERIFICATI	16,751.20
					Total :	**16,751.20**
80798	3/24/2026	004498 BOUND TREE MEDICAL, LLC	86118133	025393	EQUIPMENT/SUPPLIES	47.74
			86130817	025240	EQUIPMENT/SUPPLIES	238.15
			86138790	025240	EQUIPMENT/SUPPLIES	1,667.06
					Total :	**1,952.95**
80799	3/24/2026	000048 BURTRONICS BUSINESS SYSTEMS	AR125107	025525	CONTRACT CN10653-01 9/13/2025-	870.00

Bank code : union

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
80799	3/24/2026	000048 000048 BURTRONICS BUSINESS SYSTEMS (Continued)			**Total :**	**870.00**
80800	3/24/2026	003295 CALLAN OIL DIST. INC	022826	025527	FUEL 2/1-2/28/2026	2,526.93
					Total :	**2,526.93**
80801	3/24/2026	008628 CHARGED ELECTRIC	1787	024868	REPAIR/MAINTENANCE SERVICES	26,292.47
			1799	024927	REPAIR/MAINTENANCE SERVICES	1,825.00
					Total :	**28,117.47**
80802	3/24/2026	000896 CITY OF BLYTHE	B2602-004		ADMINISTRATIVE FEE	432.00
			RC2407-001		ADMINISTRATIVE FEE	495.21
					Total :	**927.21**
80803	3/24/2026	003841 CIVICPLUS LLC	363575	024073	WEBSITE HOSTING & SUPPORT	2,941.08
					Total :	**2,941.08**
80804	3/24/2026	002331 COUNTY OF RIVERSIDE	PE0000003337	025528	PSEC AGREEMENT 2/1-2/28/2026	11,080.16
					Total :	**11,080.16**
80805	3/24/2026	003481 COUNTY OF RIVERSIDE	TL0000018078	025512	6TH AVE & 10TH AVE RESURFACIN	2,153,173.00
					Total :	**2,153,173.00**
80806	3/24/2026	005603 CR&R INCORPORATED	FEB 2026	025479	FRANCHISE CONTRACT 2/2026	120,601.20
					Total :	**120,601.20**
80807	3/24/2026	000156 CYLE JOHNSON ELECTRIC INC	56418	025530	REPAIR/MAINTENANCE SERVICES	319.87
			56421	025530	REPAIR/MAINTENANCE SERVICES	312.50
					Total :	**632.37**
80808	3/24/2026	000084 D & L AUTO PARTS INC	225926	025467	PARTS/SUPPLIES	160.81
			226099	025534	PARTS/SUPPLIES	195.21
			226106	025536	PARTS/SUPPLIES	204.68
			226120	025534	PARTS/SUPPLIES	-23.93
					Total :	**536.77**
80809	3/24/2026	007856 D&H WATER SYSTEMS	I2026-0356	025318	PARTS/SUPPLIES	3,650.90
					Total :	**3,650.90**

Bank code : union

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
80810	3/24/2026	003512 ECONOLITE SYSTEMS INC	47121	025564	REPAIR/MAINTENANCE SERVICES	7,300.00
					Total :	**7,300.00**
80811	3/24/2026	003378 EMPIRE SOUTHWEST, LLC	EMPS7355070	025529	PARTS/SUPPLIES	25.73
					Total :	**25.73**
80812	3/24/2026	000547 ESGIL, LLC	3355207		PLAN CHECK SERVICES 2/2026	3,160.00
					Total :	**3,160.00**
80813	3/24/2026	002791 FISHER WIRELESS SERVICES INC	236106	025566	SERVICE/EQUIPMENT	957.00
					Total :	**957.00**
80814	3/24/2026	007059 FLEETCREW INC	65322	025570	REPAIR/MAINTENANCE SERVICES	2,858.97
					Total :	**2,858.97**
80815	3/24/2026	008627 GARON WYATT INVESTIGATIVE	25-94/FINAL	025576	PROFESSIONAL SERVICES	3,437.50
					Total :	**3,437.50**
80816	3/24/2026	002150 JONES MAYER	FEB 2026	025513	LEGAL SERVICES 2/2026	16,510.14
					Total :	**16,510.14**
80817	3/24/2026	008697 KYLA ENTERPRISE LLC	02242026-001	025543	TRAINING EQUIPMENT/SUPPLIES (	4,995.60
					Total :	**4,995.60**
80818	3/24/2026	008699 MAKING IT HAPPEN PAINTING INC	275	025592	REPAIR/MAINTENANCE SERVICES	76,237.50
					Total :	**76,237.50**
80819	3/24/2026	007170 MANUFACTURERS EDGE, INC	SIN224125	025319	PARTS/SUPPLIES	658.27
			SIN224419	025319	PARTS/SUPPLIES	2,618.23
					Total :	**3,276.50**
80820	3/24/2026	008330 MB HERZOG ELECTRIC, INC	9353	025577	REPAIR/MAINTENANCE SERVICES	13,474.00
			9492	025577	REPAIR/MAINTENANCE SERVICES	2,070.00
					Total :	**15,544.00**
80821	3/24/2026	008447 MORALES, JUAN A	032426	025595	CATERING SERVICES - OUTLOOK (	1,950.00
					Total :	**1,950.00**

Bank code : union

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
80822	3/24/2026	002871 NELSON, JON KEVIN	FEB 2026	025580	INSPECTION SERVICES 2/2026	5,142.50
					Total :	**5,142.50**
80823	3/24/2026	005983 NICHOLS CONSULTING	2026-9833092-01	025583	CONSULTING SERVICES	2,700.00
					Total :	**2,700.00**
80824	3/24/2026	005176 PRIMO BRANDS	06B8730026432	025582	DRINKING WATER 1/7-2/6/2026	174.94
			06C8730026432	025582	DRINKING WATER 2/7-3/6/2026	183.72
					Total :	**358.66**
80825	3/24/2026	000315 RDO EQUIPMENT CO	P3376842	024454	PARTS/SUPPLIES	1,545.08
			P3510542	025160	PARTS/SUPPLIES	250.63
			P3613142	025384	PARTS/SUPPLIES	74.80
			P3647742	025476	PARTS/SUPPLIES	8.23
			P3667742	025488	PARTS/SUPPLIES	6.89
			P3701242	025561	PARTS/SUPPLIES	33.02
			P3705442	025451	PARTS/SUPPLIES	138.71
			P3705542	025517	PARTS/SUPPLIES	109.52
			W2684842	025559	REPAIR/MAINTENANCE SERVICE	2,235.27
					Total :	**4,402.15**
80826	3/24/2026	007203 SANCHEZ, ADRIANA	02-2026	025455	BLOOD DRAW SERVICES 2/2026	825.00
					Total :	**825.00**
80827	3/24/2026	002783 THATCHER COMPANY	2026400100845	025590	CHEMICALS	15,634.97
					Total :	**15,634.97**
80828	3/24/2026	005011 WILLDAN FINANCIAL SERVICES	010-65540	025420	PROFESSIONAL SERVICES	2,740.00
					Total :	**2,740.00**

38 Vouchers for bank code : union **Bank total : 2,544,526.36**

61 Vouchers in this report **Total vouchers : 2,624,370.97**

Bank code : union

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount

CLAIMS VOUCHER APPROVAL

I hereby certify that warrants numbered 11466-11488 and 80791-80828 in the amount of $2,624,370.97 have been reviewed for payment by the Director of Finance. I further certify Councilmembers of the City of Blythe, CA approved said warrants at the meeting of April 14, 2026.

Christa Elms
Director of Finance

Bank code : union

Voucher	Date	Vendor	Invoice	PO #	Description/Account		Amount
80829	3/24/2026	008691 ANDUJO, HURIEL	Ref000225718		UB Refund Cst #028277		266.87
						Total :	**266.87**
80830	3/24/2026	008688 BEZEK, PETAGAY	Ref000225715		UB Refund Cst #027085		117.77
						Total :	**117.77**
80831	3/24/2026	008693 FLORES, ELISA	Ref000225720		UB Refund Cst #028495		31.28
						Total :	**31.28**
80832	3/24/2026	008689 HIDALGO, JOSE	Ref000225716		UB Refund Cst #027528		64.06
						Total :	**64.06**
80833	3/24/2026	008694 KELLEY, SONIA KIM	Ref000225721		UB Refund Cst #028519		86.49
						Total :	**86.49**
80834	3/24/2026	008692 LARA, ANGEL	Ref000225719		UB Refund Cst #028287		67.61
						Total :	**67.61**
80835	3/24/2026	008683 LAZENBY, GRADY	Ref000225708		UB Refund Cst #003893		28.27
						Total :	**28.27**
80836	3/24/2026	007282 LIND, MARIA	Ref000225710		UB Refund Cst #015097		103.92
						Total :	**103.92**
80837	3/24/2026	008687 PATEL, CHAITANYA	Ref000225714		UB Refund Cst #026966		183.84
						Total :	**183.84**
80838	3/24/2026	008686 ROBINS, KRISTINA	Ref000225713		UB Refund Cst #026897		237.89
						Total :	**237.89**
80839	3/24/2026	008690 SHENEMAN, JOSHUA	Ref000225717		UB Refund Cst #028006		40.42
						Total :	**40.42**
80840	3/24/2026	008685 VALLIN, YASMIN	Ref000225711		UB Refund Cst #025875		98.02
						Total :	**98.02**
80841	3/24/2026	008667 WEBER, WILLIAM	Ref000225712		UB Refund Cst #026737		79.00

Bank code : union

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
80841	3/24/2026	008667 008667 WEBER, WILLIAM	(Continued)		Total :	79.00
80842	3/24/2026	008684 WHIPPLE, JOHN	Ref000225709		UB Refund Cst #006756	1,686.98
					Total :	1,686.98
					Bank total :	3,092.42
					Total vouchers :	3,092.42

14 Vouchers for bank code : union

14 Vouchers in this report

CLAIMS VOUCHER APPROVAL

I hereby certify that the Utility Billing Refund warrants numbered 80829-80842 in the amount of $3,092.42 have been reviewed for payment by the Director of Finance. I further certify that the Councilmembers of the City of Blythe, CA approved said warrants at the meeting of April 14, 2026.

Christa Elms
Director of Finance

Bank code : ap-dir

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
11489	3/24/2026	000150 INLAND BUILDERS SUPPLY INC	I46407	025386	PARTS/SUPPLIES	165.19
			I58110	025482	PARTS/SUPPLIES	51.28
				025482		
					Total :	**216.47**
11490	3/27/2026	000247 SOCALGAS	160177755541	025667	NATURAL GAS 2/24-3/25/2026	46.01
					Total :	**46.01**
11491	3/27/2026	000247 SOCALGAS	06912600076	025667	NATURAL GAS 2/24-3/25/2026	48.11
					Total :	**48.11**
11492	3/27/2026	000247 SOCALGAS	16242635007	025667	NATURAL GAS 2/24-3/25/2026	57.17
					Total :	**57.17**
11493	3/27/2026	000247 SOCALGAS	13422599004	025667	NATURAL GAS 2/24-3/25/2026	147.49
					Total :	**147.49**
11494	3/30/2026	004501 US BANK CORP	FEB 2026	025675	CREDIT CARD CHARGES 2/2026	10,264.37
					Total :	**10,264.37**
11495	4/1/2026	005923 CALIFORNIA PUBLIC EMPLOYEES'	000018244489		HEALTH PREMIUMS 4/1-4/30/2026	4,287.72
					Total :	**4,287.72**
11496	4/1/2026	005923 CALIFORNIA PUBLIC EMPLOYEES'	000018244487		HEALTH PREMIUMS 4/1-4/30/2026	131,888.30
					Total :	**131,888.30**
11497	4/1/2026	008201 OPTIMUM	0771510132602	025653	INTERNET SERVICE 4/4-5/3/2026	236.32
			0771510132602	025653	INTERNET SERVICE 3/4-4/3/2026	206.32
				025653		
					Total :	**442.64**
11498	4/1/2026	008201 OPTIMUM	0771549180002	025652	COMMUNICATIONS 4/2-5/1/2026	267.81
			0771549180002	025652	COMMUNICATIONS 3/2-4/1/2026	272.88
				025652		
					Total :	**540.69**
11499	4/1/2026	000323 STATE BOARD OF EQUALIZATION	023-300030	025671	USE TAX 2/2026	33.00

Bank code : ap-dir

Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
11499	4/1/2026	000323	000323 STATE BOARD OF EQUALIZATION (Continued)			**Total :**	**33.00**
11500	4/1/2026	006924	SUN LIFE	923380-0002		PREMIUM/FEES 4/1-4/30/2026	6,054.88
						Total :	**6,054.88**
11501	4/9/2026	005603	CR&R INCORPORATED	000166846	024002	DISPOSAL SERVICES 4/1-4/30/2026	385.05
						Total :	**385.05**
11502	4/9/2026	005603	CR&R INCORPORATED	000165217	025624	DISPOSAL SERVICES 1/1-1/31/2026	551.36
						Total :	**551.36**
11503	4/9/2026	005996	DE LAGE LANDEN FINANCIAL SVCS	596356781	025629	EQUIPMENT LEASE/MAINTENANCE	342.92
						Total :	**342.92**
11504	4/9/2026	005996	DE LAGE LANDEN FINANCIAL SVCS	596356677	025630	EQUIPMENT LEASE/MAINTENANCE	607.20
						Total :	**607.20**
11505	4/9/2026	000150	INLAND BUILDERS SUPPLY INC	I47372	025426	PARTS/SUPPLIES	135.88
				I51331	025381	PARTS/SUPPLIES	18.03
				I54586	025427	PARTS/SUPPLIES	4,999.91
				I56684	025475	PARTS/SUPPLIES	51.65
				I58939	025484	PARTS/SUPPLIES	69.60
				I60256	025485	PARTS/SUPPLIES	40.75
				I61443	025490	PARTS/SUPPLIES	194.23
				I63987	025518	PARTS/SUPPLIES	362.58
				I68043	025549	PARTS/SUPPLIES	60.04
				I68065	025548	PARTS/SUPPLIES	126.59
				I70641	025573	PARTS/SUPPLIES	364.49
				I72140	025573	PARTS/SUPPLIES	951.70
				I72780	025499	PARTS/SUPPLIES	158.99
				I77533	025501	PARTS/SUPPLIES	204.89
				I78408	025502	PARTS/SUPPLIES	137.00
				V41435	025382	PARTS/SUPPLIES	50.05
				V45604	025486	PARTS/SUPPLIES	65.20
				V46141	025490	PARTS/SUPPLIES	116.53
				V47455	025538	PARTS/SUPPLIES	142.98
				V47462	024325	PARTS/SUPPLIES	312.48

Bank code : ap-dir

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
11505	4/9/2026	000150 000150 INLAND BUILDERS SUPPLY INC (Continued)			**Total :**	**8,563.57**
11506	4/9/2026	000241 SMART & FINAL IRIS CORP	430510036501	023975	SUPPLIES	244.20
			430510037501	023975	SUPPLIES	15.18
			430510096501	023975	SUPPLIES	424.52
			430510132601	025596	SUPPLIES	28.80
			430510209601	025556	SUPPLIES	8.98
					Total :	**721.68**
11507	4/9/2026	003035 VERIZON WIRELESS	6138525154	025672	WIRELESS SERVICE 2/14-3/13/2026	196.14
					Total :	**196.14**
11508	4/9/2026	003035 VERIZON WIRELESS	6138525155	025673	WIRELESS SERVICE 2/14-3/13/2026	230.22
					Total :	**230.22**
11509	4/9/2026	003035 VERIZON WIRELESS	6138525153	025674	WIRELESS SERVICE 2/14-3/13/2026	1,928.08
					Total :	**1,928.08**
11510	4/9/2026	006873 VESTIS	5881147024	025665	UNIFORM SERVICE/MATS & TOWEI	406.29
			5881152846	025665	UNIFORM SERVICE/MATS & TOWEI	402.29
			5881158681	025665	UNIFORM SERVICE/MATS & TOWEI	402.29
			5881164499	025665	UNIFORM SERVICE/MATS & TOWEI	402.29
			5881170345	025665	UNIFORM SERVICE/MATS & TOWEI	462.87
			5881176169	025665	UNIFORM SERVICE/MATS & TOWEI	521.63
			5881182004	025665	UNIFORM SERVICE/MATS & TOWEI	394.39
			5881187805	025665	UNIFORM SERVICE/MATS & TOWEI	458.66
			5881193635	025665	UNIFORM SERVICE/MATS & TOWEI	454.54
			5881199484	025665	UNIFORM SERVICE/MATS & TOWEI	454.54
					Total :	**4,359.79**
11511	4/14/2026	004804 CITY OF BLYTHE	MAR 2026		AMOUNT BILLED TO CUSTOMERS :	33,579.00
					Total :	**33,579.00**
11512	4/14/2026	007028 CORE & MAIN LP	DKA1028	015240	ON ACCOUNT	-1,268.98
			DKA1030	015240	ON ACCOUNT	-200.10
			Y490735	025304	PARTS/SUPPLIES	9,892.43
			Y490759	025305	PARTS/SUPPLIES	10,913.79
			Y490772	025306	PARTS/SUPPLIES	4,820.63

Bank code : ap-dir

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
11512	4/14/2026	007028 CORE & MAIN LP	(Continued)			
			Y607679	025305	PARTS/SUPPLIES	541.21
					Total :	**24,698.98**
11513	4/14/2026	003378 EMPIRE SOUTHWEST, LLC	EMWK4237186	025481	REPAIR/MAINTENANCE SERVICES	3,838.88
			EMWK4237187	025481	REPAIR/MAINTENANCE SERVICES	1,267.59
			EMWK4237188	025481	REPAIR/MAINTENANCE SERVICES	3,073.91
			EMWK4237189	025481	REPAIR/MAINTENANCE SERVICES	575.82
			EMWK4237190	025481	REPAIR/MAINTENANCE SERVICES	6,760.22
			EMWK4263167	025615	REPAIR/MAINTENANCE SERVICES	1,404.08
			EMWK4263169	025615	REPAIR/MAINTENANCE SERVICES	365.55
			EMWK4263170	025615	REPAIR/MAINTENANCE SERVICES	1,370.80
					Total :	**18,656.85**
11514	4/14/2026	003150 PITNEY BOWES	3107749031	025655	PROPERTY TAX	220.23
			3107827519	025655	TERM RENTAL 2/2-5/1/2026	1,760.71
					Total :	**1,980.94**
11515	4/14/2026	000213 QUILL LLC	47869656	025387	SUPPLIES	123.27
			47871351	025387	SUPPLIES	117.44
					Total :	**240.71**
					Bank total :	**251,069.34**

27 Vouchers for bank code : ap-dir

Bank code : union

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
80843	4/14/2026	002768 AIRWAVE BROADBAND WIRELESS	116878	025526	BUSINESS PHONE SERVICE 3/1-4/	121.60
			117029	025526	BUSINESS PHONE SERVICE 4/1-5/	121.60
					Total :	**243.20**
80844	4/14/2026	003334 AIRWAVE COMMUNICATIONS	451417	025621	INSTALLATION SERVICES	27,113.04
					Total :	**27,113.04**
80845	4/14/2026	006366 ALARM PROTECTION SERVICES	064805	025622	SECURITY ALARM MONITORING 4/	173.85
					Total :	**173.85**
80846	4/14/2026	004315 ALLSTAR FIRE EQUIPMENT	271109	025452	EQUIPMENT/SUPPLIES	1,344.52
			271327	025452	EQUIPMENT/SUPPLIES	604.84
					Total :	**1,949.36**
80847	4/14/2026	007560 AMAZON CAPITAL SERVICES, INC	111WXV4PLJ3X	025578	PARTS/SUPPLIES	1,038.85
			13NQTKMQDYHL	025571	PARTS/SUPPLIES	52.48
			14NJHXP1TVP9	025572	PARTS/SUPPLIES	196.53
			16WCJYQHDXND	025542	PARTS/SUPPLIES	179.30
			16YDJ61WGCPF	025575	PARTS/SUPPLIES	160.66
			1DLXX9YPTVQ3	025542	PARTS/SUPPLIES	124.45
			1FMMW6R4TQGC	025531	PARTS/SUPPLIES	30.44
			1JFPPY4TG9DG	025578	PARTS/SUPPLIES	52.16
			1JRGQQ7NQR39	025540	PARTS/SUPPLIES	72.37
			1KR64LC61FQQ	025598	PARTS/SUPPLIES	401.42
				025598		
			1M3QVK4NQ4CM	025563	PARTS/SUPPLIES	731.18
			1MLDPYQTLR79	025639	PARTS/SUPPLIES	44.81
			1MPJVV9NJ3QM	025491	PARTS/SUPPLIES	151.03
			1R3TRQ669HNN	025495	PARTS/SUPPLIES	415.61
			1YXVDWKXLN9R	025603	PARTS/SUPPLIES	73.64
					Total :	**3,724.93**
80848	4/14/2026	008496 AM-TEC TOTAL SECURITY, INC	646354	025633	REPAIR/MAINTENANCE SERVICES	675.00
					Total :	**675.00**
80849	4/14/2026	002458 AQUA-METRIC SALES, CO	INV0113084	024638	PARTS/SUPPLIES	2,018.05
					Total :	**2,018.05**

Bank code : union

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
80850	4/14/2026	007895 ASSISECURITY	SD23707	025634	REPAIR/MAINTENANCE SERVICES	300.00
					Total :	**300.00**
80851	4/14/2026	007874 AVID IDENTIFICATION	0112393-IN	025607	EQUIPMENT/SUPPLIES	2,589.70
					Total :	**2,589.70**
80852	4/14/2026	000016 BABCOCK LABORATORIES, INC	CA60108-0040	025647	TESTING SERVICES	91.51
			CA60785-0040	025647	TESTING SERVICES	84.20
			CA60801-0040	025647	TESTING SERVICES	210.50
			CA60809-0040	025647	TESTING SERVICES	141.51
			CA60811-0040	025647	TESTING SERVICES	84.20
			CA61211-0040	025647	TESTING SERVICES	294.20
			CA61373-0040	025647	TESTING SERVICES	870.03
			CB60011-0040	025647	TESTING SERVICES	141.51
			CB60012-0040	025647	TESTING SERVICES	88.45
			CB60016-0040	025647	TESTING SERVICES	1,079.20
			CB60368-0040	025647	TESTING SERVICES	248.35
			CB60769-0040	025647	TESTING SERVICES	91.51
			CB60976-0040	025647	TESTING SERVICES	210.50
			CB61305-0040	025647	TESTING SERVICES	588.30
			CB61311-0040	025647	TESTING SERVICES	1,176.60
			CB61324-0040	025647	TESTING SERVICES	1,176.60
			CB61328-0040	025647	TESTING SERVICES	1,671.41
			CB61330-0040	025647	TESTING SERVICES	739.70
			CB61783-0040	025647	TESTING SERVICES	91.51
			CB61784-0040	025647	TESTING SERVICES	88.45
			CC60349-0040	025647	TESTING SERVICES	294.20
			CC60354-0040	025647	TESTING SERVICES	168.48
			CC60355-0040	025647	TESTING SERVICES	84.24
			CK51297-0040	025647	TESTING SERVICES	1,220.99
			CL50365-0040	025647	TESTING SERVICES	294.20
			CL50371-0040	025647	TESTING SERVICES	88.45
			CL50462-0040	025647	TESTING SERVICES	1,220.99
			CL50487-0040	025647	TESTING SERVICES	91.51
			CL50797-0040	025647	TESTING SERVICES	210.50
			CL50798-0040	025647	TESTING SERVICES	84.20
			CL50989-0040	025647	TESTING SERVICES	294.20

Bank code : union

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
80852	4/14/2026	000016 BABCOCK LABORATORIES, INC	(Continued)			
			CL51306-0040	025647	TESTING SERVICES	91.51
			CL51769-0040	025647	TESTING SERVICES	294.20
			CL51770-0040	025647	TESTING SERVICES	1,301.57
			CL51771-0040	025647	TESTING SERVICES	88.45
			SINV114924	025647	FINANCE CHARGE	94.46
					Total :	**15,090.39**
80853	4/14/2026	000016 BABCOCK LABORATORIES, INC	CA60109-0040	025647	TESTING SERVICES	53.07
			CA60416-0040	025647	TESTING SERVICES	53.07
			CA60417-0040	025647	TESTING SERVICES	42.10
			CA60788-0040	025647	TESTING SERVICES	53.07
			CA60790-0040	025647	TESTING SERVICES	42.10
			CA60791-0040	025647	TESTING SERVICES	75.24
			CA60799-0040	025647	TESTING SERVICES	50.16
			CA61313-0040	025647	TESTING SERVICES	53.07
			CB60013-0040	025647	TESTING SERVICES	53.07
			CB60364-0040	025647	TESTING SERVICES	70.76
			CB60366-0040	025647	TESTING SERVICES	53.07
			CB60767-0040	025647	TESTING SERVICES	53.07
			CB60772-0040	025647	TESTING SERVICES	84.20
			CB60982-0040	025647	TESTING SERVICES	84.20
			CB61145-0040	025647	TESTING SERVICES	50.16
			CB61209-0040	025647	TESTING SERVICES	75.24
			CB61320-0040	025647	TESTING SERVICES	53.07
			CB61770-0040	025647	TESTING SERVICES	53.07
			CC60350-0040	025647	TESTING SERVICES	53.07
			CC60351-0040	025647	TESTING SERVICES	70.76
			CC60353-0040	025647	TESTING SERVICES	84.20
			CC60358-0040	025647	TESTING SERVICES	42.12
			CL50361-0040	025647	TESTING SERVICES	42.12
			CL50364-0040	025647	TESTING SERVICES	60.20
			CL50369-0040	025647	TESTING SERVICES	53.07
			CL50372-0040	025647	TESTING SERVICES	70.76
			CL50606-0040	025647	TESTING SERVICES	53.07
			CL50792-0040	025647	TESTING SERVICES	75.24
			CL50794-0040	025647	TESTING SERVICES	50.16

Bank code : union

Voucher	Date	Vendor	Invoice	PO #	Description/Account		Amount
80853	4/14/2026	000016 BABCOCK LABORATORIES, INC	(Continued)				
			CL50800-0040	025647	TESTING SERVICES		53.07
			CL51305-0040	025647	TESTING SERVICES		70.76
			CL51308-0040	025647	TESTING SERVICES		53.07
			CL51732-0040	025647	TESTING SERVICES		63.17
			CL51734-0040	025647	TESTING SERVICES		53.07
			CL51765-0040	025647	TESTING SERVICES		63.17
			SINV114716	025647	FINANCE CHARGE		54.85
						Total :	**2,117.72**
80854	4/14/2026	000016 BABCOCK LABORATORIES, INC	CA60787-0040	025647	TESTING SERVICES		33.69
			CA60789-0040	025647	TESTING SERVICES		33.69
			CA60792-0040	025647	TESTING SERVICES		33.69
			CA60797-0040	025647	TESTING SERVICES		42.10
			CA60803-0040	025647	TESTING SERVICES		25.08
			CA60804-0040	025647	TESTING SERVICES		17.69
			CA61212-0040	025647	TESTING SERVICES		17.69
			CB60768-0040	025647	TESTING SERVICES		17.69
			CB60773-0040	025647	TESTING SERVICES		33.69
			CB60973-0040	025647	TESTING SERVICES		33.69
			CB60981-0040	025647	TESTING SERVICES		33.69
			CB60984-0040	025647	TESTING SERVICES		42.10
			CB61144-0040	025647	TESTING SERVICES		42.10
			CB61211-0040	025647	TESTING SERVICES		25.08
			CB61309-0040	025647	TESTING SERVICES		25.08
			CB61322-0040	025647	TESTING SERVICES		25.08
			CC60352-0040	025647	TESTING SERVICES		17.69
			CL50362-0040	025647	TESTING SERVICES		15.05
			CL50363-0040	025647	TESTING SERVICES		30.10
			CL50793-0040	025647	TESTING SERVICES		25.08
			CL50795-0040	025647	TESTING SERVICES		33.69
			CL50796-0040	025647	TESTING SERVICES		33.69
			CL50799-0040	025647	TESTING SERVICES		17.69
			CL50816-0040	025647	TESTING SERVICES		33.69
			SINV114530	025647	FINANCE CHARGE		10.00
						Total :	**698.51**

Bank code : union

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
80855	4/14/2026	008658 BLYTHE FORD	Q000284641	025480	REPAIR/MAINTENANCE SERVICES	1,624.84
					Total :	**1,624.84**
80856	4/14/2026	008696 BROWN, ANAIAH	031826	025551	BASKETBALL OFFICIAL	310.00
			033126	025609	BASKETBALL OFFICIAL	185.50
					Total :	**495.50**
80857	4/14/2026	007802 CALIFORNIA HEALTH & SAFETY INC	26-155CALB	025616	AIR PACK TESTING/CERTIFICATION	2,693.55
					Total :	**2,693.55**
80858	4/14/2026	008679 CARDENAS, VERONICA	030726		COMMUNITY CENTER DEPOSIT RE	150.00
					Total :	**150.00**
80859	4/14/2026	000667 CITY OF BLYTHE	MAR 2026	025623	UTILITY SERVICES/CITY FACILITIES	7,208.58
					Total :	**7,208.58**
80860	4/14/2026	004804 CITY OF BLYTHE	032126		COMMUNITY CENTER DEPOSIT RE	150.00
					Total :	**150.00**
80861	4/14/2026	005421 COUNTY OF RIVERSIDE	PU0000006269	025676	FLEET SERVICES 2/1-2/28/2026	11,044.55
					Total :	**11,044.55**
80862	4/14/2026	005603 CR&R INCORPORATED	MAR 2026	025627	FRANCHISE CONTRACT 3/2026	120,987.75
					Total :	**120,987.75**
80863	4/14/2026	000037 CULLIGAN SOFT WATER SERVICE	0647245	023896	WATER SERVICE 3/21-4/20/2026	75.63
			0647247	025625	WATER SERVICE 3/21-4/20/2026	104.78
					Total :	**180.41**
80864	4/14/2026	006594 CV PIPELINE CORP	S3858	025402	REPAIR/MAINTENANCE SERVICES	12,460.00
					Total :	**12,460.00**
80865	4/14/2026	000084 D & L AUTO PARTS INC	223656	024917	PARTS/SUPPLIES	223.68
			223678	024930	PARTS/SUPPLIES	147.37
			224796	025204	PARTS/SUPPLIES	172.85
			224976	025243	PARTS/SUPPLIES	171.28
			225243	025323	PARTS/SUPPLIES	89.84
			225259	025327	PARTS/SUPPLIES	182.21

Bank code : union

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
80865	4/14/2026	000084 D & L AUTO PARTS INC	(Continued)			
			225990	025497	PARTS/SUPPLIES	23.93
					Total :	**1,011.16**
80866	4/14/2026	001757 DATA TICKET INC	191179	025631	CITATION PROCESSING 2/2026	100.00
					Total :	**100.00**
80867	4/14/2026	002173 DEPARTMENT OF JUSTICE	027683	025635	BLOOD ALCOHOL ANALYSIS 1/2026	105.00
			034798	025617	BLOOD ALCOHOL ANALYSIS 2/2026	70.00
			034847	025617	BLOOD ALCOHOL ANALYSIS 11/202	35.00
					Total :	**210.00**
80868	4/14/2026	008607 ENGINEERING RESOURCES	62405	024660	7TH STREET IMPROVEMENT PROJ	8,552.44
					Total :	**8,552.44**
80869	4/14/2026	001036 FERGUSON ENTERPRISES LLC #3326	0306277	025419	PARTS/SUPPLIES	1,537.73
			WW082235	025414	PARTS/SUPPLIES	527.98
			WW082278	025414	PARTS/SUPPLIES	266.93
			WW082282	025414	PARTS/SUPPLIES	997.13
			WW083294	025541	PARTS/SUPPLIES	972.23
			WW083618	025541	PARTS/SUPPLIES	1,983.17
					Total :	**6,285.17**
80870	4/14/2026	002791 FISHER WIRELESS SERVICES INC	0236105	025640	REPAIR/MAINTENANCE SERVICES	286.90
			236133	025640	REPAIR/MAINTENANCE SERVICES	188.50
			236136	025641	REPAIR/MAINTENANCE SERVICES	175.81
					Total :	**651.21**
80871	4/14/2026	008698 FLOCK GROUP INC	INV-89757	025638	FLOCK SAFETY LPR SYSTEM	36,600.00
					Total :	**36,600.00**
80872	4/14/2026	008677 FLORES, ELENA	101344		REC PROGRAM REFUND - BASKET	50.00
					Total :	**50.00**
80873	4/14/2026	005213 FRONTIER	7609223545	025643	COMMUNICATIONS 3/13-4/12/2026	141.26
			7609229375	025644	COMMUNICATIONS 3/13-4/12/2026	191.29
					Total :	**332.55**

Bank code : union

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
80874	4/14/2026	005978 FULTON DISTRIBUTING - SO CAL	694614	025668	SUPPLIES	877.06
			697643	025645	SUPPLIES	1,137.76
					Total :	**2,014.82**
80875	4/14/2026	008627 GARON WYATT INVESTIGATIVE	25-09	025646	PROFESSIONAL SERVICES	2,077.61
			26-06	025646	PROFESSIONAL SERVICES	2,292.50
			26-10	025646	PROFESSIONAL SERVICES	1,209.39
			26-20	025646	PROFESSIONAL SERVICES	1,668.78
					Total :	**7,248.28**
80876	4/14/2026	008676 GONZALES-PINON, CHRISTIAN	031326	025552	BASKETBALL OFFICIAL	117.50
			033126	025610	BASKETBALL OFFICIAL	85.50
					Total :	**203.00**
80877	4/14/2026	000869 GRAINGER	9801482713	025316	PARTS/SUPPLIES	168.68
			9805046076	025338	PARTS/SUPPLIES	458.71
			9806465234	025347	PARTS/SUPPLIES	230.73
			9806771219	025347	PARTS/SUPPLIES	981.28
			9822580164	025423	PARTS/SUPPLIES	221.57
			9822580172	025423	PARTS/SUPPLIES	197.63
			9822667987	025423	PARTS/SUPPLIES	723.03
					Total :	**2,981.63**
80878	4/14/2026	008657 HANLEY, CAMERON	031326	025553	BASKETBALL OFFICIAL	115.50
			033126	025611	BASKETBALL OFFICIAL	99.00
					Total :	**214.50**
80879	4/14/2026	008217 HAVASU IRON & METAL	215115	025601	PARTS/SUPPLIES	1,060.85
					Total :	**1,060.85**
80880	4/14/2026	000140 HINDERLITER DE LLAMAS & ASSOC	SIN060501	025649	CONTRACT SERVICES SALES TAX	1,429.95
					Total :	**1,429.95**
80881	4/14/2026	000463 INTERNATIONAL CODE COUNCIL	Q15.00041082	025608	MEMBER RENEWAL - CITY OF BLY	170.00
					Total :	**170.00**
80882	4/14/2026	008067 JOE A. GONSALVES & SON	164213	025594	PROFESSIONAL SERVICES	4,160.00

Bank code : union

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
80882	4/14/2026	008067 008067 JOE A. GONSALVES & SON	(Continued)		Total :	4,160.00
80883	4/14/2026	000158 JORDAN IMPLEMENT CO	P51578	024365	REPAIR/MAINTENANCE SERVICES/	17.56
			P53319	025487	REPAIR/MAINTENANCE SERVICES/	45.07
			S09195	025166	REPAIR/MAINTENANCE SERVICES/	623.38
			S09215	025487	REPAIR/MAINTENANCE SERVICES/	3,372.03
					Total :	4,058.04
80884	4/14/2026	008673 KLINE, LACIELA	031826	025554	BASKETBALL OFFICIAL	247.50
			033126	025612	BASKETBALL OFFICIAL	99.00
					Total :	346.50
80885	4/14/2026	008697 KYLA ENTERPRISE LLC	02242026-001	025543	TRAINING EQUIPMENT/SUPPLIES (	4,995.60
					Total :	4,995.60
80886	4/14/2026	008678 LAWRENCE, JONESHA	101096		REC PROGRAM REFUND	50.00
					Total :	50.00
80887	4/14/2026	001460 LAWSON PRODUCTS INC	9313017915	025651	PARTS/SUPPLIES	771.82
			9313099008	025651	PARTS/SUPPLIES	970.51
					Total :	1,742.33
80888	4/14/2026	008674 LEVARIO, ARMANI	031826	025555	BASKETBALL OFFICIAL	198.00
			033126	025613	BASKETBALL OFFICIAL	115.50
					Total :	313.50
80889	4/14/2026	002871 NELSON, JON KEVIN	MAR 2026	025660	INSPECTION SERVICES 3/2026	6,375.00
					Total :	6,375.00
80890	4/14/2026	000201 PALO VERDE VALLEY TIMES INC	022638816	025654	PUBLICATIONS 2/1-2/28/2026	768.75
					Total :	768.75
80891	4/14/2026	001487 PITNEY BOWES BANK, INC	18696948	025656	POSTAGE 3/1-3/31/2026	4,148.90
					Total :	4,148.90
80892	4/14/2026	007152 PLUMBERS DEPOT INC	PD-60321	025657	PARTS/SUPPLIES	1,005.47
					Total :	1,005.47

Bank code : union

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
80893	4/14/2026	005176 PRIMO BRANDS	06C8730279116	025658	DRINKING WATER	127.46
					Total :	**127.46**
80894	4/14/2026	000216 RAMSEY TOWING	25-1209-2339	025648	TOW SERVICES	1,700.00
			26-0310-2726	025618	TOW SERVICES (AVA)	200.00
			26-0324-2796	025659	TOW SERVICES	600.00
					Total :	**2,500.00**
80895	4/14/2026	000315 RDO EQUIPMENT CO	P3723842	025500	PARTS/SUPPLIES	47.67
			P3731642	025500	PARTS/SUPPLIES	150.14
					Total :	**197.81**
80896	4/14/2026	005981 ROAD RUNNER SUPPLY, LLC	175404	025396	SUPPLIES	269.83
					Total :	**269.83**
80897	4/14/2026	003606 RODRIGUEZ, GUSTAVO	146	024252	WATER TREATMENT SERVICES 3/2	2,000.00
					Total :	**2,000.00**
80898	4/14/2026	008680 ROSENOW, STEPHANIE	022826		COMMUNITY CENTER DEPOSIT RE	150.00
					Total :	**150.00**
80899	4/14/2026	001790 SIGNS UNLIMITED	5501	025637	DECALS	745.00
					Total :	**745.00**
80900	4/14/2026	001790 SIGNS UNLIMITED	5499	025636	DECALS	676.25
					Total :	**676.25**
80901	4/14/2026	006110 SOUTHWEST NETWORKS, INC	26-3510	025670	EQUIPMENT UPGRADES	16,182.00
			26-3511	025669	EQUIPMENT UPGRADES	19,706.59
			79071		ON ACCOUNT - BILLING ADJUSTME	-456.00
			79204		ON ACCOUNT - BILLING ADJUSTME	-79.00
					Total :	**35,353.59**
80902	4/14/2026	001136 STANDAGE TIRE & AUTOMOTIVE	1-32785	025661	REPAIR/MAINTENANCE SERVICES/	3,780.92
			1-32997	025661	REPAIR/MAINTENANCE SERVICES/	132.34
			1-33056	025661	REPAIR/MAINTENANCE SERVICES/	111.75
			1-33085	025661	REPAIR/MAINTENANCE SERVICES/	124.80
			1-33100	025661	REPAIR/MAINTENANCE SERVICES/	124.80

Bank code : union

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
80902	4/14/2026	001136 STANDAGE TIRE & AUTOMOTIVE	(Continued)			
			1-33138	025661	REPAIR/MAINTENANCE SERVICES/	156.00
			1-33151	025661	REPAIR/MAINTENANCE SERVICES/	25.00
			1-33156	025661	REPAIR/MAINTENANCE SERVICES/	25.00
			1-33288	025661	REPAIR/MAINTENANCE SERVICES/	25.00
			1-33289	025661	REPAIR/MAINTENANCE SERVICES/	135.00
			1-33494	025661	REPAIR/MAINTENANCE SERVICES/	1,085.56
			1-33561	025661	REPAIR/MAINTENANCE SERVICES/	699.28
			1-33578	025661	REPAIR/MAINTENANCE SERVICES/	39.00
			1-33585	025661	REPAIR/MAINTENANCE SERVICES/	301.51
			1-33618	025661	REPAIR/MAINTENANCE SERVICES/	1,300.86
			1-33750	025661	REPAIR/MAINTENANCE SERVICES/	578.55
			1-33798	025661	REPAIR/MAINTENANCE SERVICES/	492.57
			1-33818	025661	REPAIR/MAINTENANCE SERVICES/	174.22
			1-33844	025661	REPAIR/MAINTENANCE SERVICES/	1,266.27
			1-33851	025661	REPAIR/MAINTENANCE SERVICES/	226.76
			1-34033	025661	REPAIR/MAINTENANCE SERVICES/	574.95
			1-34042	025661	REPAIR/MAINTENANCE SERVICES/	276.95
			1-34052	025661	REPAIR/MAINTENANCE SERVICES/	39.00
			1-34054	025661	REPAIR/MAINTENANCE SERVICES/	39.00
			1-34084	025661	REPAIR/MAINTENANCE SERVICES/	124.80
			1-34150	025661	REPAIR/MAINTENANCE SERVICES/	25.00
			1-34152	025661	REPAIR/MAINTENANCE SERVICES/	25.00
			1-34153	025661	REPAIR/MAINTENANCE SERVICES/	113.38
			1-34164	025661	REPAIR/MAINTENANCE SERVICES/	1,370.28
			1-34165	025661	REPAIR/MAINTENANCE SERVICES/	439.40
			1-34174	025661	REPAIR/MAINTENANCE SERVICES/	660.79
			1-34215	025661	REPAIR/MAINTENANCE SERVICES/	75.00
			1-34315	025661	REPAIR/MAINTENANCE SERVICES/	124.80
					Total :	**14,693.54**
80903	4/14/2026	008659 TAJMOUATI, NOUFISSA	031826	025557	BASKETBALL OFFICIAL	264.00
			033126	025614	BASKETBALL OFFICIAL	99.00
					Total :	**363.00**
80904	4/14/2026	008069 TRIPEPI SMITH & ASSOCIATES INC	16735	025558	PROFESSIONAL SERVICES	3,545.00

Bank code : union

Voucher	Date	Vendor		Invoice	PO #	Description/Account		Amount
80904	4/14/2026	008069	008069 TRIPEPI SMITH & ASSOCIATES INC (Continued)				Total :	3,545.00
80905	4/14/2026	007841	TRIPLE H PARTS SUPPLY, INC	538001	025489	PARTS/SUPPLIES		51.94
				538346	025489	PARTS/SUPPLIES		111.56
				538373	025569	PARTS/SUPPLIES		1,522.50
							Total :	1,686.00
80906	4/14/2026	003324	ULINE	203736816	025124	EQUIPMENT/SUPPLIES		682.08
							Total :	682.08
80907	4/14/2026	000991	USA BLUEBOOK	INV00948934	024484	PARTS/SUPPLIES		184.76
				INV00959913	025325	PARTS/SUPPLIES		1,202.82
				INV00966643	025376	PARTS/SUPPLIES		1,085.61
				INV00971830	025405	PARTS/SUPPLIES		918.21
				INV00979446	025472	PARTS/SUPPLIES		31.24
				INV00979481	025472	PARTS/SUPPLIES		4,013.94
				INV00979506	025472	PARTS/SUPPLIES		303.36
				INV00988388	025511	PARTS/SUPPLIES		119.51
				INV00988685	025511	PARTS/SUPPLIES		719.21
				INV00988721	025511	PARTS/SUPPLIES		59.76
				INV00988760	025511	PARTS/SUPPLIES		59.76
				INV00990086	025511	PARTS/SUPPLIES		59.76
				INV00992096	025472	PARTS/SUPPLIES		124.26
				INV00995420	025472	PARTS/SUPPLIES		49.97
							Total :	8,932.17
80908	4/14/2026	007073	WEST & ASSOCIATES	2026.03.25	025666	TECHNICAL SERVICES		1,450.00
							Total :	1,450.00

66 Vouchers for bank code : union — Bank total : 384,140.31

93 Vouchers in this report — Total vouchers : 635,209.65

Bank code : union

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount

CLAIMS VOUCHER APPROVAL

I hereby certify that warrants numbered 11489-11515 and 80843-80908 in the amount of $635,209.55 have been reviewed for payment by the Director of Finance. I further certify Councilmembers of the City of Blythe, CA approved said warrants at the meeting of April 14, 2026.

Christa Elms
Director of Finance

CITY OF BLYTHE

PAYROLL LISTING

Pay period 02/13/2026 to 02/26/2026
Payday 03/06/2026

I hereby certify that payroll warrants numbered 55664 to 55679, and direct deposits warrants numbered 64719 to 64798 in the amount of $305,761.19 have been reviewed for payment by the Director of Finance. I further certify that Councilmembers of the City of Blythe, CA approved said warrants at the meeting of April 14th, 2026.

Director of Finance

CITY OF BLYTHE

PAYROLL LISTING

Pay period 02/27/2026 to 03/10/2026
Payday 03/10/2026

I hereby certify that payroll warrants numbered 55680 to 55681 in the amount of $11,910.94 have been reviewed for payment by the Director of Finance. I further certify that Councilmembers of the City of Blythe, CA approved said warrants at the meeting of April 14th, 2026.

Director of Finance

CITY OF BLYTHE

PAYROLL LISTING

Pay period 02/27/2026 to 03/12/2026
Payday 03/20/2026

I hereby certify that payroll warrants numbered 55682 to 55695, and direct deposits warrants numbered 64799 to 64877 in the amount of $295,575.18 have been reviewed for payment by the Director of Finance. I further certify that Councilmembers of the City of Blythe, CA approved said warrants at the meeting of April 14th, 2026.

Director of Finance

CITY OF BLYTHE

PAYROLL LISTING

Pay period 03/13/2026 to 03/20/2026
Payday 03/23/2026

I hereby certify that payroll warrants numbered 55696, and direct deposits warrants numbered 64878 to 64879 in the amount of $10,362.09 have been reviewed for payment by the Director of Finance. I further certify that Councilmembers of the City of Blythe, CA approved said warrants at the meeting of April 14th, 2026.

Director of Finance

CITY OF BLYTHE

PAYROLL LISTING

Pay period 03/13/2026 to 03/26/2026
Payday 04/03/2026

I hereby certify that payroll warrants numbered 55697 to 55713, and direct deposits warrants numbered 64880 to 64956 in the amount of $301,326.11 have been reviewed for payment by the Director of Finance. I further certify that Councilmembers of the City of Blythe, CA approved said warrants at the meeting of April 14th, 2026.

Director of Finance

CITY OF BLYTHE

PAYROLL LISTING

Pay period 03/01/2026 to 03/31/2026
Payday 04/03/2026

I hereby certify that payroll warrants numbered 55714 to 55725, and direct deposits warrants numbered 64957 to 65050 in the amount of $92,383.24 have been reviewed for payment by the Director of Finance. I further certify that Councilmembers of the City of Blythe, CA approved said warrants at the meeting of April 14th, 2026.

Director of Finance

Minutes of the Blythe City Council Meeting
March 10, 2026

The March 10, 2026 meeting of the Blythe City Council was called to order at 6:00 p.m. in the Council Chambers by Mayor DeConinck. Also in attendance were Vice Mayor Rodriguez and Council Members Halby, Burton and Spraggins. Staff in attendance included: Interim City Manager and City Clerk Crecelius, City Attorney Roberto, City Treasurer and Finance Director Elms, Public Works Director Elegores and Acting Police Chief Walnoha.

The Pledge of Allegiance was led by Mayor DeConinck.

The Invocation was led by Council Member Burton.

CONSENT CALENDAR: *Items on the Consent Calendar are considered routine and will be enacted with one motion of the Council. If any item requires individual consideration, it will be removed from the consent calendar and acted upon separately.*
No public comment. Council Member Burton moved approval of staff's recommendation. The motion was seconded by Council Member Spraggins with a unanimous aye vote.

1. **Posting of the Agenda.**
   The agenda was posted on the bulletin boards on the outside of the public entrance to the Council Chamber and near the inside entrance of the Council Chamber and on the City's website on Friday, March 6, 2026.
2. **Approval of the Warrant Register.**
   Recommendation: Approve **3/10/26,** warrants numbered 11433 through 11458 and 80687 through 80742 in the amount of $588,920.22; **3/10/26,** Utility Billing Refund warrants numbered 80743 through 80754 in the amount of $1,203.88, and **3/10/26,** warrants numbered 11459 through 11465 and 80755 through 80790 in the amount of $802,182.69.
3. **Approval of the Payroll Register.**
   Recommendation: Approve **3/10/26,** warrants numbered 55621 through 55635 and Direct Deposits warrants numbered 64463 through 64543 in the amount of $337,760.42; **3/10/26,** warrants numbered 55636 through 55650 and Direct Deposit warrant numbered 64463 through 64543 in the amount of $337,760.42; **3/10/26,** warrant numbered 55651 and Direct Deposit warrant numbered 64624 in the amount of $6,072.033; 3/10/2026, warrants numbered 55652 through 55663, and Direct Deposits warrants numbered 64625 through 64718 in the amount of $101,078.06.
4. **Minutes of the February 10, 2026 City Council Meeting.**
   Recommendation: Approve the Minutes of the February 10, 2026 Meeting.
5. **City of Blythe Permits Issued in the Month of February 2026.**
   Recommendation: Receive and file the monthly report.
6. **City of Blythe Fire Department Monthly Activity Report for February 2026.**
   Recommendation: Receive and file the monthly report.
7. **City of Blythe Police Department Monthly Activity Report for February 2026.**
   Recommendation: Receive and file the monthly report.
8. **Quality of Life Program Activity Report for February 2026.**
   Recommendation: Receive and file the monthly report.
9. **Continued Participation in the Operation Stonegarden Grant Program.**
   Recommendation: Authorize the Interim City Manager to execute the 2025 Operation Stonegarden Grant Program Agreement once reviewed and approved by the City Attorney and authorize staff to expend $132,140.74 in grant funding.

10. **Agreement with Joe A. Gonzalves & Son for State Legislative Advocacy Services.**
Recommendation: Authorize the Interim City Manager to execute Agreement No. 2026-025.

Council Member Spraggins asked to pull the Quality-of-Life Activity Report for February.

No public comment. Vice Mayor Rodriguez moved approval of Consent Calendar items 1-7 and 9-10. The motion was seconded by Councilman Burton with a unanimous aye vote.

Quality of Life Program Activity Report for February 2026. Active Chief Walnoha provided the February program statistics. Council Member Spraggins asked various questions about the report. The item was received and filed.

PUBLIC HEARING:

Conditional Use Permit 2511-001- LUXE America, LLC. Interim City Manager Crecelius stated the Luxe America LLC project is the development of a light manufacturing and inventory storage facility at 150 S. Main Street. This site has a general commercial zoning designation. The Blythe Municipal Code permits light manufacturing in this zone with a Conditional Use Permit. The proposed light manufacturing and storage activities are clean, quiet and have a low impact in nature with machinery producing light humming sounds that do not travel beyond the room they are operating in. The manufacturing process does not produce any fumes, odors or hazardous waste. The property will be modernized to meet City standards of safety and cleanliness, create local employment opportunities, stimulate demand for local suppliers and services and enhance utilization of existing commercial space and contribute to the revitalization of the City's Main Street business District. Notice of application for the subject Conditional Use Permit and adoption of a Notice of Exemption for the project was published in the Palo Verde Times and sent to surrounding property owners on February 25, 2026. No comments were received regarding the proposed project/CUP. As the Lead Agency under the California Environmental Quality Act (CEQA), the City has undertaken preliminary review and determined that the proposed development qualifies for a Categorical Exemption from the provisions of CEQA pursuant to CEQA Guidelines Section 15301 Existing Facilities. Based upon review of the CEQA Guidelines, the City has determined that the proposed project has no conditions as defined in CEQA Guidelines 15300.2 that would make it ineligible for the applicable categorical exemption. Before final approval of the Conditional Use Permit, the City Council shall make the following findings: that the proposed location of the Conditional use is in accord with the objectives of this title and the purpose of the zone in which the site is located. As the BMC allows light manufacturing in a commercial zone with a CUP, the location and proposed use as a light manufacturing and inventory storage facility is in accord with the objectives of this title. That the proposed location in which the conditional use and the conditions under which it would be operated or maintained will not be detrimental to the public health, safety or welfare. The development of this site, which is presently vacant, will enhance existing commercial spaces and will not be a public health or safety issue. Developing this site under current building codes and standards will improve the public health and safety of this property and the surrounding area. It should be noted that per the BMC, the Conditional Use Permit issued shall lapse if no improvements have been made, and the holder of the permit shall not have utilized it within one year from the date upon which such permit shall have been granted. Therefore, subsequent to the Public Hearing it is recommended Council adopt Resolution No. 2026-002 and 2026-003.

No public comment. Vice Mayor Rodriguez moved approval of staff's recommendation. The motion was seconded by Council Member Burton with a unanimous aye vote.

RESOLUTION NO. 2026-002. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLYTHE CONTAINING FINDINGS IN SUPPORT OF APPROVAL OF A NOTICE OF EXEMPTION FOR CONDITIONAL USE PERMIT 2511-001.

RESOLUTION NO. 2026-003. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLYTHE CONTAINING FINDINGS AND CONDITION IN SUPPORT OF APPROVAL OF CONDITIONAL USE PERMIT 2511-001 TO ALLOW THE USE OF A LIGHT MANUFACTURING FACILITY ON A PARCEL DESIGNATED AS C-G (GENERAL COMMERCIAL).

CONTINUED BUSINESS:

Palo Verde Hospital Ad Hoc Committee Update. Interim City Manager Crecelius provided an update on the Board of Supervisors filling vacancies on the Palo Verde Healthcare District Board, status of the IGT funds, update on Strike Team and a presentation by the County at the Outlook Conference in April.

Council Member Halby asked about repayment of the City's loan to the Palo Verde Healthcare District.

Vice Mayor Rodriguez stated the Strike Team members are not new employees, they volunteered to come and are doing double duty with their County job. They have been wanting to come since May. They are motivated and very happy with the staff here. If you need medical treatment you should go to the hospital here and give them the business.

The item was received and filed.

NEW BUSINESS:

Termination of Emergency Action Taken by Interim City Manager for the Emergency Repairs to the Sinkhole, Sewer Main and Manholes Near 900 N. Broadway. Interim City Manager Crecelius stated the emergency repairs to the sinkhole, sewer main and manholes near 900 N. Broadway were completed to the satisfaction of the Public Works Department on February 23, 2026. Public Contract Code section 22050(c)(3) states that the governing body shall "terminate the action at the earliest possible date that conditions warrant so that the remainder of the emergency action may be completed by giving notice for bids to let contracts." As the repairs are now complete, it is recommended Council terminate the emergency action declared by the Interim City Manager on January 8, 2026, for the repairs near 900 N. Broadway. It is further recommended Council accept the work performed by Robert Yates dba Cholla Construction and authorize the Mayor and City Clerk to execute and file the Notice of Completion for the project and authorize the Interim City Manager to release retention payments once the Notice of Completion is recorded and release project bonds once appropriate.

No public comment. Vice Mayor Rodriguez moved approval of staff's recommendation. The motion was seconded by Council Member Burton with a unanimous aye vote.

State Prison Community Service Crews. Council Member Halby stated when the Ironwood and Chuckawalla Valley State Prisons opened, the City was provided with free inmate

community service crews. Under the supervision of the City's Public Works Department, these crews picked up trash and beautified city parks and open spaces. Although this started as a free service provided by the State for the City allowing the prisons to be built in the City limits, at some point the State began charging for this service. Due to the cost, the city no longer takes advantage of the Inmate Community Service Crews. From time to time the City has researched bringing the inmate labor crews back to assist Public Works with a growing workload. The decision not to move forward has always come down to the cost of the service. State Prison Inmate Community Service Crews were last discussed in 2016. At the time, the annual cost was $147,500. On top of this, the City was required to provide a transportation van for the 8–12 man crew as well as a towable porta potty and provide tools to complete the required work. At the time, crews were available to do graffiti removal, litter removal, painting, weed abatement, landscaping and general cleanup and any other mutually agreed upon activities. I would like to re-engage discussions with the State to resume the Community service crew and staff is looking for direction on how to proceed. I spoke the Warden at Ironwood State Prison last week and they are on board, but it can't cost them anything, It may seem like a big amount, but for an 8-man crew it's worth it. I am not trying to downplay what our guys do; but we only have 2 guys in the parks department, and they can't do it all. This would be a big assist.

Councilman Burton asked about costs, and if it would be better to hire more people.

Vice Mayor Rodriguez stated we have been asking the State for mitigation funds from the CVSP closure, maybe this could be a way to do that without it costing the State too much.

Councilman Halby stated when I was a child our parks were nice, our streets were nice, everything was clean and we had inmate labor. It would be nice to try to get back to that.

Vice Mayor Rodriguez asked if the County would be interested in partnering to help maintain their park in Ripley.

Council Member Halby stated back in the day they went to various places. If we could work with those entities again it may be worth our while.

Mayor DeConinck would like us to do our homework and bring this back.

No public comment. Direction was provided to staff.

Preparation of an Ordinance Relating to Tobacco and Vapor Sales and Smoke Shops. Interim City Manager Crecelius stated the Blythe Municipal Code does not contain regulations for Smoke Shops. A smoke shop is defined as any business that primarily sells or offers for sale any smoke and vapor products. Currently, smoke shops can operate in any commercially zoned parcel and follow the same development standards as any other retail use. There are no regulations on proximity to sensitive uses such as schools and daycares, age restriction for entry, signage regulations or requirements for cameras or any other security systems. As the Council is addressing the sale of Kratom and 7-OH products staff is seeking direction on the preparation of an Ordinance relating to tobacco and vapor sales and smoke shops. Should Council wish to provide development standards specific to these businesses, staff

recommends scheduling a study session to address proposed regulations for these businesses. Staff would then take the direction received at the Study Session to draft an Ordinance for Council review and adoption at a later meeting.

No public comment. Vice Mayor Rodriguez moved to hold a Study Session to discuss the item further. The motion was seconded by Councilman Burton with a unanimous aye vote.

ORAL REPORTS:
Interim City Manager Crecelius reported on the 68th Annual Community Outlook Conference and the conclusion of the Facilities Painting Project.

Council Member Halby congratulated District Attorney Tom Daly on his retirement and thanked him for his 23 years of service to the City.

Vice Mayor Rodriguez stated I worked with Tom Daly for many years, and he was very much an advocate for public safety in this community. A lot of our safety is because of you, so thank you Tom.

Mayor DeConinck reported on the upcoming Fair and Livestock Auction.

PUBLIC COMMENT:
Bruce Micilizzio of Blythe thanked the civil servants of California, he discussed the I-10 Freeway project. He mentioned Renee Nicole Good and Alex Pritti. He asked Council to rate this administration on a scale of 1-5 and for the goals for this year. He said the theme should be Beautify Blythe.

Jolina Styers of 6525 N. Lovekin stated the sidewalk at 333 Murphy needs to be repaired. We need an Ordinance on the semi's; they park wherever they want and to address their speed through the City. How can we benefit from solar projects? She asked if there will be a hydrogen plant in Blythe.

ADJOURN: The City Council meeting was adjourned at 6:44pm.

_____
Joseph DeConinck, Mayor

ATTEST:

_____
Mallory Crecelius, City Clerk

City of Blythe
PERMITS ISSUED
For the Period 3/1/2026 thru 3/31/2026

Permit No./Issued Applied/Approved	Type/Sub-Type/Status	Site Address and Parcel No.	Owner and Contractor	Valuation	Fees	Paid
B2603-018	CONC	601 OCOTILLO ROAD	BRIAN K CRAWFORD	2,000.00	688.00	688.00
3/12/2026	APPROACH	839010014	CRAWFORD ASSOCIATES			
3/11/2026 3/11/2026	ISSUED	Permit Name Extend Approachway & Replace Sidewalk				
Total for:	**CONC**			**2,000.00**	**688.00**	**688.00**
SAB2603-004	ELEC	475 NORTH FIRST STREET	JULIAN C AQUINO	36,655.20	694.77	694.77
3/9/2026	SOLAR	845061013	LGCY INSTALLATION SERVICE			
3/9/2026 3/9/2026	ISSUED	Permit Name PV + ST				
SAB2603-006	ELEC	549 WILLIAMS ROAD	BROWN & WALKER	15,000.00	827.95	827.95
3/23/2026		869160019	SUN CAPITAL ENERGY			
3/23/2026 3/23/2026	DENIED	Permit Name This is a MH - refund				
SAB2603-001	ELEC	409 SAN LUIS WAY	DEBRA POWELS	15,000.00	690.95	690.95
3/3/2026	SOLAR	836171029	SUN CAPITAL ENERGY			
3/3/2026 3/3/2026	FINALED	Permit Name PV + ST				
SAB2603-002	ELEC	361 SOUTH FIRST STREET	SARAH LOOPER	46,996.97	884.11	884.11
3/3/2026	SOLAR	848142007	LGCY INSTALLATION SERVICE			
3/3/2026 3/3/2026	ISSUED	Permit Name PV + ST				
SAB2603-003	ELEC	1040 EAST CALIFORNIA STREI	ROBERT & JUANITA GRADY	15,000.00	827.95	827.95
3/3/2026		857084008	SUN CAPITAL ENERGY			
3/3/2026 3/3/2026	ISSUED	Permit Name PV + ST				
SAB2603-005	ELEC	301 SOUTH FIFTH STREET	DANIEL HERNANDEZ	15,000.00	827.95	827.95
3/12/2026		848173001	SUN CAPITAL ENERGY			
3/12/2026 3/12/2026	ISSUED	Permit Name PV + ST				
Total for:	**ELEC**			**143,652.17**	**4,753.68**	**4,753.68**
B2603-024	FENCE	241 SOUTH SIXTH STREET	MANUEL & MARICELA SANCH	3,200.00	336.00	336.00
3/20/2026	VINYL	848093026	OWNER			
3/20/2026 3/20/2026	ISSUED	Permit Name Replace wood fence with vinyl				
B2603-006	FENCE	672 RIVIERA DRIVE	JACK W CALABRESE TRUST	23,000.00	338.99	338.99
3/9/2026	BLOCK	869240009	BURROW CONSTRUCTION			
3/3/2026 3/5/2026	ISSUED	Permit Name BLOCK WALL				
Total for:	**FENCE**			**26,200.00**	**674.99**	**674.99**
B2603-005	OTHER	516 EAST CHANSLORWAY	THOMAS & VALERIE HUNT	12,000.00	261.29	261.29
3/3/2026		845180007	BURROW CONSTRUCTION			
3/3/2026 3/3/2026	ISSUED	Permit Name REROOF-OVER EXISTING 2300 SQ. FT				

B2603-016	OTHER	621 EAST WISCONSIN STREET	RYAN & ELIZABETH GEORGE	10,000.00	226.41	226.41
3/9/2026		845091014	FERNANDOS AFFORDABLE FU			
3/9/2026	FINALED	Permit Name Reroof & Painting				
3/9/2026						
B2603-022	OTHER	342 EAST STEWART STREET	DIASTEREOMER CAPITAL GRC	150.00	181.00	181.00
3/19/2026		845073007	OWNER			
3/19/2026	ISSUED	Permit Name Addendum to Permit B1811-005				
3/19/2026						
Total for:	**OTHER**			**22,150.00**	**668.70**	**668.70**

Permit No./Issued

Applied/Approved	Type/Sub-Type/Status	Site Address and Parcel No.	Owner and Contractor	Valuation	Fees	Paid
B2603-002	PATIO	1893 RIVIERA DRIVE	STEPHEN & LENA OSMAN	12,619.20	488.11	488.11
3/12/2026		869390007	OWNER			
3/2/2026	ISSUED	Permit Name				
3/11/2026						
B2602-015	PATIO	841 CYPRESS LANE	HENRIETTA HURTADO	11,930.88	718.18	718.18
3/4/2026		842222016	JUAN CARLOS SALAZAR			
2/19/2026	ISSUED	Permit Name				
2/27/2026						
Total for:	**PATIO**			**24,550.08**	**1,206.29**	**1,206.29**

Permit No./Issued

Applied/Approved	Type/Sub-Type/Status	Site Address and Parcel No.	Owner and Contractor	Valuation	Fees	Paid
B2603-011	PLUMB	204 EUNICE CIRCLE	GUADALUPE SANTOS LOUREI	900.00	38.00	38.00
3/6/2026	WATER HEATER	842192004	BLACK SHEEP PLUMBING			
3/2/2026	FINALED	Permit Name WATER HEATER				
3/4/2026						
B2512-018	PLUMB	240 NORTH SPRING STREET	CITY OF BLYTHE	8,323.00	0.00	0.00
3/3/2026	WATER HEATER	845123021	WATER HEATER WAREHOUSE			
12/8/2025	FINALED	Permit Name WATER HEATER				
12/8/2025						
B2512-019	PLUMB	235 NORTH BROADWAY	CITY OF BLYTHE	10,298.00	0.00	0.00
3/3/2026	WATER HEATER	845123005	WATER HEATER WAREHOUSE			
12/8/2025	FINALED	Permit Name WATER HEATER				
12/8/2025						
B2512-020	PLUMB	445 NORTH BROADWAY	CITY OF BLYTHE	9,223.00	0.00	0.00
3/3/2026	WATER HEATER	845052001	WATER HEATER WAREHOUSE			
12/8/2025	FINALED	Permit Name WATER HEATER				
12/8/2025						
B2602-014	PLUMB	338 COLLEEN COURT	LISBOA & SILVA-LISBOA	3,485.02	140.00	140.00
3/3/2026	WATER HEATER	842171019	WATER HEATER WAREHOUSE			
2/26/2026	ISSUED	Permit Name WATER HEATER				
2/26/2026						
B2602-010	PLUMB	830 YUCCA DRIVE	PHILLIP & RAMONA RODRIGU	991.00	38.00	38.00
3/5/2026	WATER HEATER	842221004	CRECELIUS INC			
2/18/2026	FINALED	Permit Name WATER HEATER				
2/18/2026						
B2603-010	PLUMB	248 WEST HOBSONWAY	THOMAS FARRAGE TRUST	5,000.00	306.00	306.00
3/13/2026	REPAIR	848042001	CRECELIUS INC			
3/4/2026	ISSUED	Permit Name Backflow & Water Lines				
3/11/2026						
B2603-013	PLUMB	574 NORTH OLIVE LAKE BOUI	JOSHUA & CYNTHIA LLOYD	900.00	7,755.00	7,755.00
3/6/2026	WATER	833210028	BLACK SHEEP PLUMBING			
3/3/2026	ISSUED	Permit Name Connection to City Water				
3/5/2026						

B2603-001	PLUMB	770 YUCCA DRIVE	QUIROZ & DEQUIROZ	1,250.00	38.00	38.00
3/2/2026	WATER HEATER	842142002	AQS MECHANICAL INC			
3/2/2026	FINALED	Permit Name WATER HEATER				
3/2/2026						
B2603-012	PLUMB	353 SOUTH SPRING STREET	ROSALBA E MATA	1,800.00	38.00	38.00
3/12/2026	WATER HEATER	848122014	EAGLE SYSTEMS INTERNATIC			
3/2/2026	ISSUED	Permit Name WATER HEATER				
3/5/2026						
B2602-009	PLUMB	876 WEST DONLON STREET	RIVER PROPERTIES BLYTHE LI	6,500.00	38.00	38.00
3/5/2026	WATER HEATER	836141008	CRECELIUS INC			
2/13/2026	FINALED	Permit Name WATER HEATER				
2/13/2026						
Total for:	**PLUMB**			**48,670.02**	**8,391.00**	**8,391.00**

Permit No./Issued

Applied/Approved	Type/Sub-Type/Status	Site Address and Parcel No.	Owner and Contractor	Valuation	Fees	Paid
B2603-017	RERF	1341 SAN GORGONIO STREET	GUILLERMO & ENEDINA MED	3,600.00	182.50	182.50
3/9/2026	TEAR OFF	836153019	OWNER			
3/9/2026	ISSUED	Permit Name TEAR OFF, 2010 sq ft				
3/9/2026						
B2603-035	RERF	1350 WEST WISCONSIN STREE	GUADALUPE LUGO	9,000.00	208.97	0.00
3/17/2026	OVER EXIST	836171022	OWNER			
3/31/2026	ISSUED	Permit Name OVER EXISTING, approx 2000 sq ft				
3/17/2026						
B2603-023	RERF	265 NORTH FIR ROAD	GARRY D BOLDING	5,000.00	182.65	182.65
3/20/2026	TEAR OFF	851101001	OWNER			
3/20/2026	ISSUED	Permit Name TEAR OFF, approx 1800 sq ft				
3/20/2026						
B2603-026	RERF	650 WEST DONLON STREET	J DADA DONLON INC	14,400.00	315.69	315.69
3/23/2026	OVER EXIST	848100038	ARMADA ROOFING INC			
3/23/2026	ISSUED	Permit Name OVER EXISTING, 1961 sq ft				
3/23/2026						
B2603-031	RERF	2635 EAST CHANSLORWAY	CRAWFORD ASSOC	9,500.00	227.77	227.77
3/27/2026	OVER EXIST	857140019	OWNER			
3/27/2026	ISSUED	Permit Name OVER EXISTING, 3232 sq ft				
3/27/2026						
B2603-020	RERF	422 NORTH BROADWAY	PAREDEZ & MIRANDA	6,000.00	182.78	182.78
3/17/2026	OVER EXIST	845061009	OWNER			
3/17/2026	FINALED	Permit Name OVER EXISTING, approx 1900 sq ft				
3/17/2026						
B2603-019	RERF	2331 MCKINLEY DRIVE	RICHARD & DAYLA PHIPPS RE	15,000.00	313.61	313.61
3/16/2026	TEAR OFF	824193007	MORENO CONSTRUCTION & B			
3/16/2026	ISSUED	Permit Name & Reinstall Solar, TEAR OFF, 2600 sq ft				
3/16/2026						
Total for:	**RERF**			**62,500.00**	**1,613.97**	**1,405.00**

Permit No./Issued

Applied/Approved	Type/Sub-Type/Status	Site Address and Parcel No.	Owner and Contractor	Valuation	Fees	Paid
RC2508-002	RIVCOUNTY	12991 6TH AVENUE	DANA HEYWOOD FARMS INC	26,000.00	432.88	432.88
3/17/2026		821070008	SOLAR RENEWABLE ENERGY			
8/20/2025	FINALED	Permit Name SOLAR-PV & ST				
3/12/2026						
Total for:	**RIVCOUNTY**			**26,000.00**	**432.88**	**432.88**

Permit No./Issued

Applied/Approved	Type/Sub-Type/Status	Site Address and Parcel No.	Owner and Contractor	Valuation	Fees	Paid

City of Blythe
PERMITS ISSUED
For the Period 3/1/2026 thru 3/31/2026

B2603-021	SOLAR	411 NORTH NINTH STREET	ANRES & MARIA SANCHEZ	14,473.80	870.88	870.88
3/30/2026	SOLAR	851033007	LGCY INSTALLATION SERVICI			
3/16/2026 3/25/2026	APPROVED	Permit Name	Roof Mount: PV, ST & MPU			
Total for:	**SOLAR**			**14,473.80**	**870.88**	**870.88**

34 Permits Issued from 3/1/2026 Thru 3/31/2026

Total Valuation:	**$370,196.07**
Total Fees:	**$19,300.39**
Total Fees Paid:	**$19,091.42**

City of Blythe
Permits Applications Received
For the Period 3/1/2026 thru 3/31/2026

Permit No.	Applied	Type	Subtype	Status	Site Address/Parcel No.	Applicant/Owner/Contractor
BP2603-001	3/3/2026	BURNPERMIT		APPLIED	942 NORTH INTAKE BOULEVARD	OWNER
Permit Name	Tumbleweeds/Piled Wood Waste/Brush				857130005	RANDALL D PASSMORE
Description:						
BP2603-002	3/4/2026	BURNPERMIT		FINALED	650 WEST WELLS STREET	MICHAEL RADICAN
Permit Name	Piled Wood Waste/Brush				848110024	BSB HOTELS
Description:	INCLUDES 848-110-022, -023 & -024					
BP2603-003	3/11/2026	BURNPERMIT		FINALED	246 NORTH ACACIA STREET	OWNER
Permit Name	Piled Wood Waste/Brush				851071007	LINDA SCHLUETER
Description:						
BP2603-004	3/11/2026	BURNPERMIT		FINALED	1591 EAST FOURTEENTH AVENUE	OWNER
Permit Name	Piled Wood Waste/Brush				854110023	KELLY & KENDALL THOMAS
Description:						
BP2603-005	3/12/2026	BURNPERMIT		FINALED	148 NORTH FIRST STREET	MONA BARTH- PRESIDENT
Permit Name	BURNING THE FLAG				845152016	CAPTAIN J E BAKER POST 2987 VE
Description:						
BP2603-006	3/13/2026	BURNPERMIT		FINALED	2502 EAST HOBSONWAY	OWNER
Permit Name	Piled Wood Waste/Brush				857160033	THOMAS M FARRAGE JR
Description:						
BP2603-007	3/24/2026	BURNPERMIT		FINALED	1200 BLOCK EAST FOURTEENTH AV	SHORTY & HULL
Permit Name	Piled Wood Waste/Brush				869160028	SAKIS M GABIKYAN
Description:						

7 Permit Applications from 3/1/2026 Thru 3/31/2026

City of Blythe
Projects by Type, Status and Date
For the Period 3/1/2026 thru 3/31/2026

PLANNER NAME: RICKY AGUILAR

Project Number	Project Type Owner Name Site Address	Project Name	Date Applied Date Expired	Status of Project Date Approved Date Closed
G2603-001	GRAFFITI THATCHER TRUST DTD 11 28 22 600 EAST HOBSONWAY	covered graffiti	3/3/2026	RECIEVED
Comments:				
G2603-002	GRAFFITI KEVIN CRAIN 127 EAST HOBSONWAY	covered graffiti	3/3/2026	COMPLETED
Comments:				
G2603-003	GRAFFITI 1300 block of W BARNARD ST	water presure gate	3/3/2026	COMPLETED
Comments:				
G2603-004	GRAFFITI 200 block of S ASH AV	stop sign	3/3/2026	COMPLETED
Comments:				
G2603-005	GRAFFITI 500 block of N 6TH ST	stop sign	3/3/2026	COMPLETED
Comments:				
G2603-006	GRAFFITI CITY OF BLYTHE 375 EAST DONLON STREET	PLAYGROUND	3/3/2026	COMPLETED
Comments:				
G2603-007	GRAFFITI 600 block of E MICHIGAN ST	stop sign	3/3/2026	COMPLETED
Comments:				
G2603-008	GRAFFITI FERNANDO GUERRA 280 EAST HOBSONWAY	covered graffiti	3/3/2026	COMPLETED
Comments:				
G2603-009	GRAFFITI ENGLISH CONG JEHOVAHS WITNESSE 190 NORTH NINTH STREET	covered graffiti	3/3/2026	COMPLETED
Comments:				

G2603-010	GRAFFITI	P.V.I.D guard rail	3/4/2026	COMPLETED
	800 block of E CHANSLORWAY			
Comments:				
G2603-011	GRAFFITI	P.V.I.D guard rail	3/4/2026	COMPLETED
	800 block of E CHANSLORWAY			
Comments:				
G2603-012	GRAFFITI	C.O.B well	3/4/2026	COMPLETED
	1300 block of W CHANSLORWAY			
Comments:				
G2603-013	GRAFFITI	cement baracade	3/4/2026	COMPLETED
	400 block of S COMMERCIAL ST			
Comments:				
G2603-014	GRAFFITI	stop sign	3/4/2026	COMPLETED
	400 block of W RICE ST			
Comments:				
G2603-015	GRAFFITI	stop sign	3/4/2026	COMPLETED
	100 alley way of S 1ST			
Comments:				
G2603-016	GRAFFITI DEAN LESTER 508 EAST HOBSONWAY	covered graffiti	3/10/2026	COMPLETED
Comments:				
G2603-017	GRAFFITI VIRGIL & RASAMEE JAYCOX 1936 EAST HOBSONWAY	covered graffiti	3/10/2026	COMPLETED
Comments:				
G2603-018	GRAFFITI ST PAULS BAPTIST CHURCH 216 EAST RICE STREET	covered graffiti	3/10/2026	COMPLETED
Comments:				
G2603-019	GRAFFITI	fire hydren	3/10/2026	COMPLETED
	300 block of E RICE ST			
Comments:				

G2603-020	GRAFFITI BLYTHE LAUNDRY AND CLEANERS IN 170 SOUTH THIRD STREET	covered graffiti	3/10/2026	COMPLETED
Comments:				
G2603-021	GRAFFITI 400 block of E DEKEMA ST	cat walk	3/10/2026	COMPLETED
Comments:				
G2603-022	GRAFFITI NEW COMMUNICATIONS OF THE SOUT 400 EAST RICE STREET	covered graffiti	3/10/2026	COMPLETED
Comments:				
G2603-023	GRAFFITI EDDIE CARDENAS RAMIREZ TADEO 132 SOUTH FIRST STREET	covered graffiti	3/11/2026	COMPLETED
Comments:				
G2603-024	GRAFFITI 100 alley way of S 1ST ST	cement poles	3/11/2026	COMPLETED
Comments:				
G2603-025	GRAFFITI CITY OF BLYTHE Engevik Park	bench	3/11/2026	COMPLETED
Comments:				
G2603-026	GRAFFITI 600 block of E MICHIGAN ST	stop sign	3/11/2026	COMPLETED
Comments:				
G2603-027	GRAFFITI 300 alley way of S 6TH ST	stop sign	3/11/2026	COMPLETED
Comments:				
G2603-028	GRAFFITI CITY OF BLYTHE 250 SOUTH COLORADO RIVER ROAD	bathrooms	3/11/2026	COMPLETED
Comments:				
G2603-029	GRAFFITI 200 alley way of N 9TH ST	stop sign	3/11/2026	COMPLETED
Comments:				

G2603-030	GRAFFITI 900 block of E 14TH AVE	stop ahead sign	3/11/2026	COMPLETED
Comments:				
G2603-031	GRAFFITI JOSEPH MICHAEL HALBY 202 EAST HOBSONWAY	covered graffiti	3/11/2026	COMPLETED
Comments:				
G2603-032	GRAFFITI UJAS BLYTHE 825 WEST HOBSONWAY	covered graffiti	3/17/2026	COMPLETED
Comments:				
G2603-033	GRAFFITI 700 block of E CHANSLORWAY	fire hydren	3/17/2026	COMPLETED
Comments:				
G2603-034	GRAFFITI 900 block of W BARNARD ST	stop sign	3/17/2026	COMPLETED
Comments:				
G2603-035	GRAFFITI 200 block of N SOLANO ST	fire hydren	3/17/2026	COMPLETED
Comments:				
G2603-036	GRAFFITI 400 block of N 5TH ST	fire hydren	3/17/2026	COMPLETED
Comments:				
G2603-037	GRAFFITI 300 block of N 7TH ST	street sign pole	3/17/2026	COMPLETED
Comments:				
G2603-038	GRAFFITI 400 block of N 8TH ST	fire hydren	3/17/2026	COMPLETED
Comments:				
G2603-039	GRAFFITI CITY OF BLYTHE Engevik Park	basketball court pole	3/24/2026	COMPLETED
Comments:				

G2603-040	GRAFFITI	stop sign	3/24/2026	COMPLETED
	700 block of GEORGIA ST			
Comments:				
G2603-041	GRAFFITI	cement blockade	3/24/2026	COMPLETED
	400 block of E CHAPARRAL DR			
Comments:				
G2603-042	GRAFFITI	stop sign	3/24/2026	COMPLETED
	300 block of STEWART ST			
Comments:				
G2603-043	GRAFFITI	P.V.I.D canal	3/24/2026	COMPLETED
	1100 block of 10TH AVE			
Comments:				
G2603-044	GRAFFITI	skate park	3/25/2026	COMPLETED
	CITY OF BLYTHE 400 BLOCK NORTH BROADWAY			
Comments:				
G2603-045	GRAFFITI	bathroom	3/31/2026	COMPLETED
	CITY OF BLYTHE 500 SOUTH LOVEKIN BOULEVARD			
Comments:				
G2603-046	GRAFFITI	windows	3/31/2026	COMPLETED
	MAIN STREET REVOCABLE LIVING T 190 NORTH MAIN STREET			
Comments:				
G2603-047	GRAFFITI	playground	3/31/2026	COMPLETED
	CITY OF BLYTHE 375 EAST DONLON STREET			
Comments:				
G2603-048	GRAFFITI	cat walk	3/31/2026	COMPLETED
	300 block of E DONLON ST			
Comments:				
G2603-049	GRAFFITI	P.V.I.D canal outside wall	3/31/2026	COMPLETED
	400 block of S 7TH ST			
Comments:				

G2603-050	GRAFFITI	sewer lift gate 3/31/2026	COMPLETED
	300 block of S INTAKE BLVD		

Comments:

Total Projects for RICKY AGUILAR For the Period 3/1/2026 thru 3/31/2026: 50

PLANNER NAME: MICHELLE VAN DYKE

Project Number	Project Type Owner Name Site Address	Project Name Date Applied Date Expired	Status of Project Date Approved Date Closed
VP2603-001	VACANT PROPERTY ELIZABETH ANNE SALIO 1834 EAST CHANSLORWAY	REGISTRATION OF PROPERTY 3/3/2026	RECIEVED

Comments:

Total Projects for MICHELLE VAN DYKE For the Period 3/1/2026 thru 3/31/2026: 1

Type of Case	Number opened
BLDG	7
COMPLAINT	1
DEBRIS	2
TRASH	1
VERMIN	2
WATER	2
WEED	20
WITNESS IN FIELD	1
ZONING	3

Total Cases Opened: 39

Cases closed in March: 25
Remaining Active Cases: 280

CITY OF BLYTHE FIRE DEPARTMENT

MONTHLY INCIDENT AND ACTIVITY REPORT

March 2026

Incident	Total
Public Assist / Rescue / Medical Aid	57
Structure	4
Vehicle Fire	3
Brush, Grass, Leaves	6
Trash, Rubbish, Dumpster	4
Other	2
Total # of Incidents	**76**

Activity	
Drills	4
Races	3
Total Activities	**7**

Respectfully Submitted

Ronald Hasler, Fire Chief

BLYTHE POLICE DEPARTMENT

240 North Spring Street • Blythe, CA 92225 • (760) 922-6111

Keith Walnoha, Acting Chief of Police

Monthly Incident and Activity Report
March 2026

Incident	Total
Resident Burglaries	1
Commercial Burglaries	4
Vehicle Burglaries	0
Domestic Violence	7
Battery	2
Grand Theft	2
Petty Theft	4
Shoplifting	2
Traffic Collision-Injury	2
Traffic Collision-Non injury	3
Traffic Collision-Hit and Run	1
Driving Under the Influence	3
Vandalisms	11
Trespassing	0
Prowlers	0
Public Intoxication	1
Alarm	25
Abandoned Vehicle Abatement	4
AVA Vehicles Tows	1
Vehicle Red Tags	5
Hospital Helicopter Landings	13
Documented Police Reports	132
Total Incidents	**1718**

BLYTHE POLICE DEPARTMENT
240 North Spring Street • Blythe, CA 92225 • (760) 922-6111
Keith Walnoha, Interim Chief of Police

Quality of Life Program

The statistics listed below reflect total numbers of the Quality-of-Life Program for March 2026.

Quality of Life Detail:	**March**	**Year to Date**
People contacted.	**144**	**362**
People given bus tickets and left town to seek resources elsewhere.	**5**	**9**
People assisted with obtaining their ID or Social Security Cards to register for housing and assistance.	**2**	**7**
People transported to or referred to DPSS/Mental Health.	**112**	**292**
People detained under 5150 Welfare and institutions Code and transported for treatment.	**4**	**18**
People sent to rehab.	**0**	1
People sent for substance abuse.	**3**	**5**
People assisted with means to get out of town	**1**	**1**
Patrol assisted	**0**	**5**
Enforcement action taken(Arrests and Warrants)	**0**	0
Traffic Detail:		
Citations issued for various traffic related violations.	**0**	**0**
Traffic enforcement/ vehicle stops resulting in warnings for minor violations.	**0**	**4**
Vehicles stored	**0**	**0**
Complaints/Red/Yellow tags	**0**	**2**

CITY OF BLYTHE
CITY COUNCIL MEETING

STAFF REPORT

MEETING DATE: April 14, 2026

SUBJECT: Investment Report for Third Quarter Fiscal Year 2025-2026
March 31, 2026

PRESENTED BY: Christa Elms, City Treasurer

PREPARED BY: Christa Elms, City Treasurer

RECOMMENDATION: City Council accepts and files the Quarterly Investment Report.

FISCAL IMPACT: None.

STAFF REPORT: The City of Blythe has for many years invested all excess cash (cash not needed for daily operations) for all City funds and the Successor Agency with the California State Local Agency Investment Fund (LAIF). LAIF offers the City and the Agency liquidity and safety. There are more profitable investment instruments on the market, but risk increases with yield.

ATTACHMENTS:

- **A.** City of Blythe Quarter-end statement from LAIF
- **B.** City of Blythe Quarter-end statement for General Checking Account
- **C.** Successor Agency Quarter-end statement from LAIF
- **D.** Successor Agency Quarter-end statement for the Agency Checking Account
- **E.** Successor Agency Quarter-end statement from US Bank

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

April 01, 2026

LAIF Home
PMIA Average Monthly Yields

CITY OF BLYTHE

TREASURER
235 NORTH BROADWAY
BLYTHE, CA 92225

Tran Type Definitions

Account Number: [redacted]

March 2026 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	20,866,633.13
Total Withdrawal:	0.00	Ending Balance:	20,866,633.13

P.O. Box 1800
Saint Paul, Minnesota 55101-0800

3952 TRN S Y ST01

106481802832549 S

CITY OF BLYTHE
GENERAL ACCOUNT
235 N BROADWAY
BLYTHE CA 92225-1609

Business Statement

Account Number: [redacted]

Statement Period:
Mar 2, 2026
through
Mar 31, 2026

To Contact U.S. Bank

Commercial Customer Service: *866-642-8143*

U.S. Bank accepts Relay Calls

Internet: *usbank.com*

INFORMATION YOU SHOULD KNOW

Effective May 11, 2026, please review updates made to the *Your Deposit Account Agreement* document which may affect your rights.

Here's what you should know:

- Revising the **Applicable Law** section to explain that the governing state law depends on how and where the account was opened.

Beginning April 6, 2026, you will have the opportunity to review the full revised document. You can access it online at **usbank.com/YDAA-upcoming-version**. If you have questions or need to request a copy of the current *Your Deposit Account Agreement*, visit **usbank.com/tmtermsandconditions** or please call your customer service team at the phone number listed at the top of this statement.

CORPORATE CHECKING

Member FDIC

U.S. Bank National Association

Account Number [redacted]

Account Summary

	# Items		
Beginning Balance on Mar 2		$	5,150,834.16
Customer Deposits	33		106,848.83
Other Deposits	68		4,296,270.87
Other Withdrawals	65		2,727,929.28-
Ending Balance on Mar 31, 2026		**$**	**6,826,024.58**

Customer Deposits

Number	*Date*	*Ref Number*	*Amount*
	Mar 3	8353838475	2,215.22
	Mar 3	8353838480	3,191.24
	Mar 3	8353838478	3,301.67
	Mar 4	8653008297	50.00
	Mar 4	8653039902	419.00
	Mar 10	8354432530	119.00
	Mar 10	8354038424	325.00
	Mar 10	8354432529	1,119.90
	Mar 12	8952123932	3,323.55
	Mar 12	8951904230	6,764.91
	Mar 12	8952123940	6,877.76
	Mar 12	8952123938	7,121.56
	Mar 12	8952123936	8,060.62
	Mar 12	8952123934	9,026.48
	Mar 12	8952123930	9,075.37
	Mar 17	8353382940	219.00
	Mar 17	8353102771	1,828.94
	Mar 17	8353102773	5,086.85
	Mar 17	8353102775	5,863.71
	Mar 18	8652783102	3,760.00
	Mar 23	8053601011	1,578.01
	Mar 23	8053601009	1,990.13
	Mar 23	8053601013	2,043.84
	Mar 23	8053601015	4,286.06
	Mar 23	8053601005	10,047.80
	Mar 25	8652541065	50.00
	Mar 26	8952375944	419.00
	Mar 31	8353266342	213.50
	Mar 31	8353694320	375.00
	Mar 31	8353266344	1,024.97
	Mar 31	8353266348	1,882.36
	Mar 31	8353266346	2,328.12
	Mar 31	8353123039	2,860.26

Products and services available in U.S. only. Eligibility requirements and restrictions apply. For additional information, contact a U.S. Bank branch or call 800-872-2657.

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

April 01, 2026

LAIF Home
PMIA Average Monthly Yields

S/A CITY OF BLYTHE FOR BLYTHE
REDEVELOPMENT AGENCY
FINANCE OFFICER
235 NORTH BROADWAY
BLYTHE, CA 92225

Tran Type Definitions

Account Number: [redacted]

March 2026 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	1.71
Total Withdrawal:	0.00	Ending Balance:	1.71

Mechanics Bank®
P.O. Box 2200
Corona, CA 92878
800.797.6324
www.mechanicsbank.com

Statement Ending 03/31/2026

Managing Your Accounts

Client Services	800.797.6324
Online	www.mechanicsbank.com
Mobile	Download Our Mobile Apps

CITY OF BLYTHE
SUCCESSOR AGENCY TO THE
BLYTHE REDEVELOPMENT AGENCY
235 N BROADWAY
BLYTHE CA 92225-1609



Run Your Business on Clover

Clover is the smartest point-of-sale system built for small business owners who do it all. Whether you're managing sales, inventory, or customer relationships, Clover gives you the tools to stay in control and keep your business growing — your way.

Limited Time Offer: $450 rebate when you act by March 31!*

*Terms and conditions apply. See your banker for details.

Summary of Accounts

Account Type	Account Number	Ending Balance
PUBLIC INTEREST CHECKING	XXXXXXXX5899	$2,530,022.01

PUBLIC INTEREST CHECKING - XXXXXXXX5899

Account Summary

Date	Description	Amount
02/28/2026	**Beginning Balance**	**$2,532,832.31**
	1 Credit(s) This Period	$22.20
	1 Debit(s) This Period	$2,832.50
03/31/2026	**Ending Balance**	**$2,530,022.01**

Interest Summary

Description	Amount
Interest Earned From 02/28/2026 Through 03/31/2026	
Annual Percentage Yield Earned	0.01%
Interest Days	32
Interest Earned	$22.20
Interest Paid This Period	$22.20
Interest Paid Year-to-Date	$57.40

Other Credits

Date	Description	Amount
03/31/2026	INTEREST	$22.20

Checks Cleared

Check Nbr	Date	Amount
3326	03/26/2026	$2,832.50

Member FDIC
EQUAL HOUSING LENDER

Account Name: Successor Agency To The Blythe Redevelopment Agency Custody Account
Account Number: [redacted]

MARKET VALUE SUMMARY

	Current Period 03/01/26 to 03/31/26
Beginning Market Value	**$3,365,022.88**
Adjusted Market Value	**$3,365,022.88**
Investment Results	
Interest, Dividends and Other Income	8,126.40
Total Investment Results	**$8,126.40**
Ending Market Value	**$3,373,149.28**

CITY OF BLYTHE
CITY COUNCIL MEETING

STAFF REPORT

MEETING DATE: April 14, 2026

SUBJECT: Support for AB 1855 (Gonzalez) and Distressed Hospital Loan Forgiveness for Palo Verde Healthcare District

PRESENTED BY: Mallory Crecelius, Interim City Manager

PREPARED BY: Mallory Crecelius, Interim City Manager

RECOMMENDATION: It is recommended Council retroactively approve the submission of letters of support for AB 1855 and loan forgiveness for hospitals with loans from the State's Distressed Hospital Loan Program (DHLP) which includes the Palo Verde Healthcare District.

FISCAL IMPACT: None.

BACKGROUND: On March 12, 2026, staff received a request from California State Senator Stephen Padilla's office regarding a letter of support for long-term forgiveness for hospitals that received funding through the Distressed Hospital Loan Program. This was particularly important due to the situation facing the Palo Verde Healthcare District (PVHD) and Palo Verde Hospital. Long-term forgiveness of PVHD's loan would help ease the financial burden and support the District's ability to maintain essential healthcare services in the region. Support letters were due no later than April 3, 2026. City staff successfully submitted a letter on April 2, 2026.

On March 17, 2026, staff received a request from the Riverside County Transportation Commission (RCTC) regarding a letter of support for AB 1855 (Gonzalez) to expand the provisions of SB 71 (Wiener) to more passenger rail projects such as the Coachella Valley Rail Project. Letters were to be submitted to the California Legislature Portal by Friday March 20, 2026. Staff successfully uploaded a letter to the portal on March 20, 2026.

STAFF REPORT: Due to the timing of the requests and due dates for submission, staff was unable to obtain prior support for the letters. However, funding for and the fiscal recovery of the Palo Verde Healthcare District is one of the City Council's Legislative Goals adopted by the City Council in January. As such, staff was comfortable submitting a letter in support of loan forgiveness with the intent of seeking retroactive approval from the City Council at its next regularly scheduled meeting.

Similarly, AB 1855 authored by Assemblyman Jeff Gonzalez, would help the CV Rail project which is a CVAG priority project. The City of Blythe is a member of CVAG and Mayor DeConinck is currently the Vice Chair of the Executive Committee. Mayor DeConinck also represents the City on the RCTC Commission, who approached staff about this letter of support. Due to the nature of the request and the City's work with both CVAG and RCTC, staff was again comfortable with submitting a letter of support with the intent of seeking retroactive approval at the next Council Meeting.

Therefore, it is recommended that Council retroactively approve the submission of letters of support for AB 1855 and loan forgiveness for hospitals with loans from the State's Distressed Hospital Loan Program (DHLP) which includes the Palo Verde Healthcare District.

ATTACHMENTS:

1. Support for AB 1855 (Gonzalez)
2. Letter of Support for Loan Forgiveness for Hospitals with DLHP Loans

CITY OF BLYTHE

235 North Broadway • Blythe, California 92225
Phone (760) 922-6161 • Fax (760) 922-4938

March 20, 2026

The Honorable Isaac Bryan
Chair, Assembly Natural Resources Committee
1020 N Street, Room 164
Sacramento, CA 95814

Subject: Support for AB 1855 (Gonzalez)

Dear Chair Bryan:

On behalf of The City of Blythe, I am pleased to express our support for Assembly Bill (AB) 1855 by Assemblymember Jeff Gonzalez, which would provide a targeted California Environmental Quality Act (CEQA) exemption for certain passenger rail projects and help improve mobility in communities.

Inland southern California continues to experience significant population and economic growth, increasing pressure on our transportation network. Many communities, particularly inland and driving-dependent communities—lack viable transportation options beyond driving. Expanding passenger rail service will be critical to meeting the region's growing transportation needs while helping improve air quality and reduce congestion on major corridors. AB 1855 updates existing CEQA exemptions for certain passenger rail projects to help streamline projects while maintaining mitigation requirements of construction impacts as applicable.

In Riverside County, the Coachella Valley Rail Project (CV Rail), a proposed daily passenger rail service connecting Los Angeles and the Coachella Valley illustrates the type of investment that could benefit from the streamlined approach provided in AB 1855. Once completed, CV Rail will provide travelers with an alternative to driving along Interstate 10, one of the region's most heavily traveled corridors.

By helping advance projects like CV Rail and other eligible passenger rail investments across California, AB 1855 will support improved mobility choice and economic opportunity, in Riverside County and across the state.

For these reasons, we respectfully urge your support for AB 1855 (Gonzalez).

Sincerely,

Joseph DeConinck, Mayor
City of Blythe

CC: The Honorable Jeff Gonzalez, Assembly District 36

CITY OF BLYTHE

235 North Broadway • Blythe, California 92225
Phone (760) 922-6161 • Fax (760) 922-4938

April 2, 2026

The Honorable John Laird
Chair, Senate Budget and Fiscal Review Committee
1021 O Street, Suite 8720
Sacramento, CA 95814

The Honorable Caroline Menjivar
Chair, Subcommittee No. 3 on Health and Human Services
Senate Budget and Fiscal Review Committee
1021 O Street, Suite 6630
Sacramento, CA 95814

Dear Chair Laird and Chair Menjivar,

I write to you in support of loan forgiveness for hospitals with loans from the state's Distressed Hospital Loan Program (DHLP). Palo Verde Hospital in the City of Blythe has such a loan.

California created DHLP through AB 112 (2023) to support hospitals on the brink of financial insolvency. The legislation authorized the Treasurer's Office and the Department of Health Care Access and Information (HCAI) to develop an application process for loan forgiveness. The current process allows applicants to apply each year for loan forgiveness that, if approved, will account for the debt service of the succeeding 12-month period.

California's hospitals, especially those serving rural and underprivileged communities like Palo Verde Hospital, are facing enormous financial challenges which H.R. 1 will compound with forthcoming cuts to Medicaid. The hospitals that participated in DHLP are rural or critical access hospitals. Palo Verde Hospital, which is part of the Palo Verde Healthcare District (PVHD), is in a dire financial situation that has led to cuts to critical healthcare services. As the only hospital within a 50-mile radius into Arizona and a 100 miles radius into California, Palo Verde Hospital is critical to the Palo Verde Valley. Lives will be lost and patient outcomes diminished if this hospital were to close. The Palo Verde Healthcare District filed for Chapter 9 Bankruptcy and the County of Riverside stepped in to prevent closure and find sustainable long-term solutions.

Without long-term DHLP forgiveness, Palo Verde Hospital faces even more uncertainty and loan repayment presents added challenges at a time when they are facing enormous pressures from federal cuts further compounding their financial position and ability to provide critical services. Providing permanent long-term forgiveness for DHLP will allow the state to support the most at-risk hospitals. Please don't hesitate to contact me at 760-922-6161.

Thank you for your consideration.

Joseph DeConinck
Mayor
City of Blythe

STATE CAPITOL
P.O. BOX 942849
SACRAMENTO CA 94249-0036
(916) 319-2005
FAX (916) 319-2126

Assembly
California Legislature

JEFF GONZALEZ
ASSEMBLYMEMBER, THIRTY-SIXTH DISTRICT

AB 1855: Passenger Rail CEQA Exemptions

SUMMARY: AB 1855 exempts certain passenger rail projects from California Environmental Quality Act (CEQA) in a targeted, pragmatic manner to expand transportation alternatives in driving-dependent communities across the state.

Streamlining delivery and reducing cost of passenger rail projects will ultimately better connect people with jobs, education, recreation, and vital services.

BACKGROUND: SB 71 (Wiener) enacted in 2025 expanded CEQA exemptions for certain passenger rail projects. To qualify for this exemption, passenger rail projects must be located entirely within an existing rail or highway right-of-way (ROW) and the service must exclusively use either zero-emission locomotives, or, as specified, Tier 4 or cleaner locomotives. Projects using Tier 4 or cleaner locomotives must not be located in an air basin designated as a serious, severe, or extreme nonattainment area for particulate matter and ozone.

ISSUE: Residents across California deserve access to transportation alternatives such as passenger rail. State policies prioritize reducing single-occupancy driving to meet state environmental goals, yet many communities in growing regions lack access options other than driving.

While CEQA relief is currently offered to certain passenger rail projects, the following provisions are **too narrow to incentivize the expansion of transportation alternatives where they are most needed**:

- Excluding projects on most shared use railroads where freights also operate;
- Requiring all needed infrastructure to be entirely within existing ROW; and
- Limiting CEQA relief in high-need air basins to zero-emission passenger rail, when expanding any passenger rail service in these air basins would improve air quality.

SOLUTION: AB 1855 removes the requirement that rail projects be exclusively used by zero-emission locomotives, or Tier 4 or cleaner locomotives, as specified, to qualify for a CEQA exemption, and clarifies that the mainline rail for a project must be located entirely within an existing rail or highway rail right-of-way, enabling coverage of other infrastructure necessary for service.

Additionally, this bill enables projects for Tier 4 or cleaner passenger rail service to qualify for a CEQA exemption if the project provides for new, improved, or increased passenger rail service that:

1. Is longer than five miles where none exist as of January 1, 2027; and
2. Runs parallel to a highway corridor.

Streamlining delivery of passenger rail projects in driving-dependent communities improves air quality, enhances mobility, strengthens the economy, and improves quality of life for California's residents.

SUPPORT:
Riverside County Transportation Commission (Sponsor)

Creighton Kauss, Legislative Director – Creighton.Kauss@asm.ca.gov (916) 319-2036

CITY OF BLYTHE
CITY COUNCIL MEETING

STAFF REPORT

MEETING DATE: April 14, 2026

SUBJECT: Acceptance of Donation – Shuffleboard Table for the Joe Wine Blythe Recreation Center

PRESENTED BY: Mallory Crecelius, Interim City Manager

PREPARED BY: Mallory Crecelius, Interim City Manager

RECOMMENDATION: It is recommended Council accept the donation of a shuffleboard table from Antonio Barron for use at the Joe Wine Blythe Recreation Center and authorize the Interim City Manager to execute any documents necessary to memorialize the donation.

FISCAL IMPACT: None

BACKGROUND: Antonio Barron reached out to Recreation Center staff about the donation of a shuffleboard table for use at the Joe Wine Blythe Recreation Center. The shuffleboard table was purchased for $2,000 and has not had much use. As such, Mr. Barron wishes to donate the table to the City of Blythe. It is City policy for donations to be accepted by the City Council.

STAFF REPORT: Recreation Center staff believe the kids would enjoy the use of this table at the Center. Therefore, it is recommended Council accept the donation of a shuffleboard table from Antonio Barron for use at the Joe Wine Blythe Recreation Center and authorize the Interim City Manager to execute any documents necessary to memorialize the donation.

ATTACHMENTS: None

CITY OF BLYTHE
CITY COUNCIL MEETING

STAFF REPORT

MEETING DATE: April 14, 2026

SUBJECT: Acceptance of Work and Notice of Completion – Facilities Painting Project

PRESENTED BY: Jason Brown, Chief Building Official

PREPARED BY: Mallory Crecelius, Interim City Manager

RECOMMENDATION: Council accept the work performed by Making It Happen Painting, Inc. for the project known as the Facilities Painting Project and authorize the Mayor and City Clerk to execute and file the Notice of Completion for the project. It is further recommended Council authorize the Interim City Manager to release retention payments once the Notice of Completion is recorded and release project bonds once appropriate.

FISCAL IMPACT: Building funds budgeted in the current budget for the Facilities Painting Project.

BACKGROUND: The City entered into an agreement with Making It Happen Painting, Inc., dated October 3, 2025, for the Facilities Painting Project. The project consisted of painting City Hall, Blythe Police Department and Blythe Fire Department including, but not limited to, repairing cracks, dents and scratches in the stucco, prepping surfaces for paint, protecting adjacent surfaces, priming and painting all surfaces in the same color as the existing painting and hauling all debris generated from the project.

STAFF REPORT: The Facilities Painting Project was completed to the satisfaction of the Development Services Department on Friday, March 27, 2026. One change order was issued during construction, amending the scope of work to include painting the window shades and carport structure at City Hall. These items were not originally included in the scope of work. Change Order No. 1 resulted in a cost increase of $5,150, which brought the total project budget to $80,250.

Therefore, it is recommended Council accept the work performed by Making It Happen Painting, Inc. for the project known as the Facilities Painting Project and authorize the Mayor and City Clerk to execute and file the Notice of Completion for the project. It is further recommended Council authorize the Interim City Manager to release retention payments once the Notice of Completion is recorded and release project bonds once appropriate.

ATTACHMENTS:

1. Notice of Completion

RECORDING REQUESTED BY AND WHEN RECORDED MAIL TO: City Clerk City of Blythe 235 North Broadway Blythe, CA 92225	

SPACE ABOVE LINE FOR RECORDER'S USE ONLY
EXEMPT FROM RECORDING FEES – GOVERNMENT CODE §§ 6103, 27383

NOTICE OF COMPLETION
(California Civil Code § 9204)

NOTICE IS HEREBY GIVEN that on April 14, 2026, the City Council of the City of Blythe accepted the public work of improvement ("Project") described herein and the Project was deemed completed on such date.

1. Name and Address of Owner: The City of Blythe, 235 North Broadway, Blythe, CA 92225.

2. Description of Project: The Project is known as: Facilities Painting Project. The Project generally consisted of repainting City Hall, including the window shade uprights and adjacent carport structure, Blythe Police Department and Blythe Fire Department, including but not limited to repairing all cracks, dents and scratches in the stucco, prepping all surfaces, protecting adjacent surfaces, applying primer, painting all surfaces in the same color as the existing paint and hauling away all debris generated by the Project.

3. Location of Project: 235 N. Broadway, 240 N. Spring Street and 201 N. Commercial Street in Blythe, CA 92225.

4. Name and Address of Contractor: Making It Happen Painting, Inc., 1057 W. Hawthorne Street, Bloomington, CA 92316.

5. Date of Agreement: October 3, 2025.

6. Name of Surety: The Ohio Casualty Insurance Company.

Dated: _____

_____
Joseph DeConinck
Mayor, City of Blythe

VERIFICATION

I, the undersigned, say: I am the City Clerk of the City of Blythe, the declarant of the foregoing Notice of Completion; I have read said Notice of Completion and know the contents thereof; the same is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, at Blythe, California.

_____

Mallory Crecelius
City Clerk, City of Blythe

CITY OF BLYTHE
CITY COUNCIL MEETING

STAFF REPORT

MEETING DATE: April 14, 2026

SUBJECT: Measure A Capital Improvement Plan for Fiscal Years 2027-2031

PRESENTED BY: Christa Elms, Director of Finance

PREPARED BY: Christa Elms, Director of Finance

RECOMMENDATION: Recommended Council take the following actions:

1. Adopt Blythe's Measure A Local Streets and Roads five (5) year Capital Improvement Plan (CIP) for fiscal years 2027-2031 as presented in Attachment A.
2. Approve for submission Blythe's Project Status Report for fiscal year 2025-2026 as presented in Attachment B.
3. Authorize the City Manager to execute Blythe's Maintenance of Efforts (MOE) Certification Statement as presented in Attachment C.
4. Authorize Director of Finance to make minor amendments if necessary to the annual CIP report as per Riverside County Transportation Commission's procedures for fiscal year 2026-2027.

FISCAL IMPACT: Estimated allocation of $705,000 in Measure A funds and an additional $156,575 in STIP Trade funds for fiscal year 2026-2027.

BACKGROUND: On November 5, 2002, the Riverside County Transportation Commission (RCTC) proposed, and voters approved the extension of a one-half percent local transaction and use tax referred to as "Measure A" for the purpose of funding transportation needs within the County of Riverside. The tax was approved to extend for a period of thirty years. RCTC's Ordinance No. 02-001 provides for the imposition of the tax, the administration of the tax proceeds, and a county transportation expenditure plan that Blythe and other eligible entities within the County of Riverside must adhere to, to be eligible to receive their proportionate share of revenue.

STAFF REPORT: As per RCTC Ordinance No. 02-001 for the City of Blythe to receive its proportionate share of Measure A tax revenues, it must annually meet the reporting requirements outlined within the ordinance which include:

1. Annual adoption and submission of the City's five year Local Streets and Roads CIP which identifies estimated funding available and use of those funds.
2. Annual submission of the City's Project Status Report which outlines the status of expenditures approved for the current fiscal year.
3. MOE Certification which the City certifies to maintain its required base year amount of no less than $170,000 of local funds towards transportation needs.

The proposed Local Streets and Roads CIP begins fiscal year 2026-2027 and extends through fiscal year 2030-2031. The report is for a period of five years and is amendable annually in the event the Council makes project changes.

The attached plan includes:

1. Street resurfacing – 7th Street fiscal year 2026-2027.
2. Street resurfacing – Defrain from 10th Avenue to 4th Avenue fiscal year 2027-2028 and fiscal year 2028-2029.

Upon Council's approval staff will remit required documents to RCTC by the deadline with a tentative Committee and Commission approval of June 2026. If approved the City will begin to see its 2026-2027 Measure A funding allocations in September of 2026.

ATTACHMENTS:

A. 2027-2031 Local Streets and Roads five year Capital Improvement Plan
B. 2025-2026 Project Status Report
C. Blythe Maintenance of Efforts Certification
D. RCTC Measure A Program Allocation Projections

RCTC

MEASURE A LOCAL STREETS AND ROADS PROGRAM

FY 2026/27

Agency: Blythe
Prepared by: Christa Elms
Phone #: (760) 922-6161
Date: 4/3/2026

FY 2024/25 Audited Measure A Balance:	$2,776,262
FY 2025/26 Measure A Revenue	$760,000
Less: FY 2025/26 Project Status Report Expenses:	$1,760,957
Estimated Prior Year Measure A Balance:	$1,775,305
Estimated FY 2026/27 Measure A Allocation:	$705,000
Estimated Measure A Available for FY 2026/27 Projects:	$2,480,305

Item No.	Project Name/Limits	Project Type	Total Project Cost	Measure A Funds
2027-01	Administrative Overhead	Administrative Overhead/Indirect Costs	$56,400	$56,400
2027-02	Asphalt Emulsion Oil/Base Material (annual stock)	Preventive Maintenance	$200,000	$200,000
2027-03	Outside Equipment Rental	Preventive Maintenance	$25,000	$25,000
2027-04	Design Only Street Resurfacing Project	Street Resurfacing	$300,000	$300,000
2027-05	7th Street	Street Resurfacing	$1,500,000	$1,343,425
		Total:	$2,081,400	$1,924,825

MEASURE A LOCAL STREETS AND ROADS PROGRAM

FY 2026/27 - MEASURE A/STIP TRADE

Agency: Blythe
Prepared by: Christa Elms
Phone #: (760) 922-6161
Date: 4/3/2026

Estimated Prior Year Measure A/STIP Trade Balance Plus Current Measure A/STIP Trade:	$723,385
FY 2025/26 Project Status Report Expenses:	$566,810
Estimated Measure A Available for FY 2026/27:	$156,575

Item No.	Project Name/Limits	Project Type	Total Project Cost	Measure A Funds
2027-01	7th Street	Street Resurfacing	$1,500,000	$156,575
		Total:	$1,500,000	$156,575

RCTC

MEASURE A LOCAL STREETS AND ROADS PROGRAM

FY 2027/28

Agency: Blythe
Prepared by: Christa Elms
Phone #: (760) 922-6161
Date: 4/3/2026

Estimated Prior Year Measure A Balance:	$555,480
Estimated FY 2027/28 Measure A Allocation:	$726,000
Estimated Measure A Available for FY 2027/28 Projects:	$1,281,480

Item No.	Project Name/Limits	Project Type	Total Project Cost	Measure A Funds
2028-01	Defrain from 10th Ave to 4th Ave	Street Resurfacing	$1,500,000	$1,000,000
2028-02	Outside Equipment Rental	Preventive Maintenance	$25,000	$25,000
2028-03	Asphalt Emulsion Oil/Base Material (annual stock)	Preventive Maintenance	$150,000	$150,000
2028-04	Administrative Overhead	Administrative Overhead/Indirect Costs	$58,080	$58,080
		Total:	$1,733,080	$1,233,080

RCTC

MEASURE A
LOCAL STREETS
AND ROADS PROGRAM

FY 2028/29

Agency: Blythe
Prepared by: Christa Elms
Phone #: (760) 922-6161
Date: 4/3/2026

Estimated Prior Year Measure A Balance:	$48,400
Estimated FY 2028/29 Measure A Allocation:	$741,000
Estimated Measure A Available for FY 2028/29 Projects:	$789,400

Item No.	Project Name/Limits	Project Type	Total Project Cost	Measure A Funds
2029-01	Defrain from 10th Ave to 4th Ave	Street Resurfacing	$1,500,000	$500,000
2029-02	Asphalt Emulsion Oil/Base Material (annual stock)	Preventive Maintenance	$150,000	$150,000
2029-03	Administrative Overhead	Administrative Overhead/Indirect Costs	$59,280	$59,280
2029-04	Outside Equipment Rental	Preventive Maintenance	$25,000	$25,000
		Total:	$1,734,280	$734,280

MEASURE A LOCAL STREETS AND ROADS PROGRAM

FY 2029/30

Agency: Blythe
Prepared by: Christa Elms
Phone #: (760) 922-6161
Date: 4/3/2026

Estimated Prior Year Measure A Balance:	$55,120
Estimated FY 2029/30 Measure A Allocation:	$756,000
Estimated Measure A Available for FY 2029/30 Projects:	$811,120

Item No.	Project Name/Limits	Project Type	Total Project Cost	Measure A Funds
2030-01	Asphalt Emulsion Oil/Base Material (annual stock)	Preventive Maintenance	$150,000	$150,000
2030-02	Administrative Overhead	Administrative Overhead/Indirect Costs	$60,480	$60,480
2030-03	Outside Equipment Rental	Preventive Maintenance	$25,000	$25,000
		Total:	$235,480	$235,480

RCTC

MEASURE A LOCAL STREETS AND ROADS PROGRAM

FY 2030/31

Agency: Blythe
Prepared by: Christa Elms
Phone #: (760) 922-6161
Date: 4/3/2026

Estimated Prior Year Measure A Balance:	$575,640
Estimated FY 2030/31 Measure A Allocation:	$771,000
Estimated Measure A Available for FY 2030/31 Projects:	$1,346,640

Item No.	Project Name/Limits	Project Type	Total Project Cost	Measure A Funds
2031-01	Administrative Overhead	Administrative Overhead/Indirect Costs	$61,680	$61,680
2031-02	Asphalt Emulsion Oil/Base Material (annual stock)	Preventive Maintenance	$150,000	$150,000
2031-03	Outside Equipment Rental	Preventive Maintenance	$25,000	$25,000
		Total:	$236,680	$236,680

RCTC

MEASURE A LOCAL STREETS AND ROADS PROGRAM

PROJECT STATUS REPORT FY 2025/26

Agency: Blythe
Prepared by: Christa Elms
Phone #: (760) 922-6161
Date: 4/3/2026

Item No.	Project Name/Limits	Project Type	Total Cost	Anticipated Measure A Funds Expended (Est thru 06/30/2026)	Estimated/Actual Completion	Status
2026-01	Administrative Overhead	Administrative Overhead/Indirect Costs	$60,800	$60,800	6/30/2026	Completed
2026-02	Asphalt Emulsion Oil/Base Material (annual stock)	Preventive Maintenance	$100,000	$100,000	6/30/2026	Completed
2026-03	Outside Equipment Rental	Preventive Maintenance	$25,000	$0	6/30/2026	Completed
2026-04	Design Only Street Resurfacing Project	Street Resurfacing	$300,000	$0	6/30/2027	Delayed
2026-05	6th Ave, End of Road to Lovekin	Street Resurfacing	$2,068,967	$1,502,157	3/6/2026	Completed
2026-06	7th Street	Street Resurfacing	$1,500,000	$98,000	6/30/2027	PS&E Phase
			Total:	$1,760,957		

Measure A/STIP Trade Projects

Item No.	Project Name/Limits	Project Type	Total Cost	Anticipated Measure A Funds Expended (Est thru 06/30/2026)	Estimated/Actual Completion	Status
2026-01	6th Ave, End of Road to Lovekin	Street Resurfacing	$2,068,967	$566,810	3/6/2026	Completed
			Total:	$566,810		

FY 2026/27

MAINTENANCE OF EFFORT CERTIFICATION STATEMENT

The undersigned agrees and certifies for the city of Blythe (the "Agency") that sales tax transportation funds received pursuant to Ordinance No. 02-001 of the Riverside County Transportation Commission ("Measure A") shall be used in compliance with the Commission's Maintenance of Effort Guidelines and a base year amount of $170,000, approved by the Commission at its April 01, 2016 meeting, and that the Agency shall not use such funds to replace discretionary local funds previously expended by the Agency for local transportation purposes. The Agency hereby acknowledges that the failure of the Agency to continue such local expenditure shall result in a reduction of loss of Measure A funds. Additionally, the Agency commits to expending Measure A Local Streets and Roads funds for projects listed in the Five Year Capital Improvement Plan as approved by Riverside County Transportation Commission.

Dated: _____

_____
CITY MANAGER

ATTEST:

_____
SECRETARY

RIVERSIDE COUNTY TRANSPORTATION COMMISSION
MEASURE A LOCAL STREETS AND ROADS PROGRAM ALLOCATION (PROJECTION)
FY 2026/27 ORIGINAL (1/2026)

	FY 2026/27	FY 2027/28	FY 2028/29	FY 2029/30	FY 2030/31
Western County					
Local Streets & Roads					
BANNING	$ 900,000	$ 927,000	$ 946,000	$ 965,000	$ 984,000
BEAUMONT	1,036,000	1,067,000	1,088,000	1,110,000	1,132,000
CALIMESA	321,000	331,000	338,000	345,000	352,000
CANYON LAKE	280,000	288,000	294,000	300,000	306,000
CORONA	5,832,000	6,007,000	6,127,000	6,250,000	6,375,000
EASTVALE	3,281,000	3,379,000	3,447,000	3,516,000	3,586,000
HEMET	2,749,000	2,831,000	2,888,000	2,946,000	3,005,000
JURUPA VALLEY	3,301,000	3,400,000	3,468,000	3,537,000	3,608,000
LAKE ELSINORE	2,265,000	2,333,000	2,380,000	2,428,000	2,477,000
MENIFEE	3,355,000	3,456,000	3,525,000	3,596,000	3,668,000
MORENO VALLEY	6,209,000	6,395,000	6,523,000	6,653,000	6,786,000
MURRIETA	3,574,000	3,681,000	3,755,000	3,830,000	3,907,000
NORCO	960,000	989,000	1,009,000	1,029,000	1,050,000
PERRIS	2,864,000	2,950,000	3,009,000	3,069,000	3,130,000
RIVERSIDE	10,749,000	11,071,000	11,292,000	11,518,000	11,748,000
SAN JACINTO	1,490,000	1,535,000	1,566,000	1,597,000	1,629,000
TEMECULA	4,280,000	4,408,000	4,496,000	4,586,000	4,678,000
WILDOMAR	1,000,000	1,030,000	1,051,000	1,072,000	1,093,000
RIVERSIDE COUNTY	9,444,000	9,727,000	9,922,000	10,120,000	10,322,000
WRCOG	1,554,000	1,601,000	1,585,000	1,617,000	1,649,000
SUBTOTAL-Western County	65,444,000	67,406,000	68,709,000	70,084,000	71,485,000
Coachella Valley					
CATHEDRAL CITY	1,862,000	1,918,000	1,956,000	1,995,000	2,035,000
COACHELLA	777,000	800,000	816,000	832,000	849,000
DESERT HOT SPRINGS	629,000	648,000	661,000	674,000	687,000
INDIAN WELLS	365,000	376,000	384,000	392,000	400,000
INDIO	2,689,000	2,770,000	2,825,000	2,882,000	2,940,000
LA QUINTA	1,917,000	1,975,000	2,015,000	2,055,000	2,096,000
PALM DESERT	3,370,000	3,471,000	3,540,000	3,611,000	3,683,000
PALM SPRINGS	3,056,000	3,148,000	3,211,000	3,275,000	3,341,000
RANCHO MIRAGE	1,152,000	1,187,000	1,211,000	1,235,000	1,260,000
RIVERSIDE COUNTY	2,542,000	2,618,000	2,670,000	2,723,000	2,777,000
SUBTOTAL-Coachella Valley	18,359,000	18,911,000	19,289,000	19,674,000	20,068,000
Palo Verde Valley					
BLYTHE	705,000	726,000	741,000	756,000	771,000
RIVERSIDE COUNTY	150,000	155,000	158,000	161,000	164,000
SUBTOTAL-Palo Verde Valley	855,000	881,000	899,000	917,000	935,000
TOTAL [1]	$ 84,658,000	$ 87,198,000	$ 88,897,000	$ 90,675,000	$ 92,488,000

[1] Administrative costs are allocated in accordance with a cost allocation plan on a quarterly basis. Accordingly, the Measure A allocations to each geographic area by program will be reduced for such quarterly cost allocations.

Note: Estimate for planning purposes, subject to change and rounding differences.

CITY OF BLYTHE
CITY COUNCIL MEETING

STAFF REPORT

MEETING DATE: April 14, 2026

SUBJECT: General Plan Annual Progress Report for 2025

PRESENTED BY: Mallory Crecelius, Interim City Manager

PREPARED BY: Michelle Van Dyke, Permit Technician
Brittany Roberto, City Attorney

RECOMMENDATION: It is recommended that the City Council receive and file the General Plan Annual Progress Report for 2025 and authorize staff to submit the report to the Governor's Office of Land Use and Climate Innovation (LCI) and the Department of Housing and Community Development (HCD).

FISCAL IMPACT: None

BACKGROUND: State law requires every city and county to prepare and adopt a comprehensive, long-term general plan for the physical development of the city or county. State law requires a General Plan to include the following elements: Land Use, Circulation, Housing, Conservation, Open Space, Noise and Safety.

Pursuant to Government Code Section 65400(a)(2), planning agencies must submit to their legislative bodies, the Governor's Office of Land Use and Climate Innovation (LCI) (formerly known as the Office of Planning and Research), and the Department of Housing and Community Development (HCD) an annual report on the status of the General Plan and progress in its implementation for the prior calendar year. This annual report is referred to as the Annual Progress Report (APR). State law requires the City to create an APR that describes the City's progress toward implementing its Housing Element using forms and definitions adopted by HCD. The Housing Element APR is a component of the General Plan APR.

The Housing Element APR fulfills statutory requirements to report certain housing information, including: the City's progress in meeting its share of regional housing needs (i.e., applications, entitlements, permits, and certificates of occupancy), certain rezoning activities, actions taken towards completion of Housing Element programs, and local efforts to remove governmental constraints to the development of housing. The General Plan APR allows LCI to identify statewide trends in land use decision-making and how local planning and development activities relate to statewide planning goals and policies.

STAFF REPORT: The City's 2025 General Plan APR, including the Housing Element APR, is provided as an attachment to this staff report.

Therefore, it is recommended that the City Council receive and file the General Plan Annual Progress Report for 2025 and authorize staff to submit the Annual Progress Report to the Governor's Office of Land Use and Climate Innovation (LCI) and the Department of Housing

and Community Development (HCD).

ATTACHMENTS:

1. General Plan Annual Progress Report for 2025

CITY OF BLYTHE

2025 GENERAL PLAN APR REPORT

General Plan
Annual Progress Report

Calendar Year 2025

City of Blythe, California
235 North Broadway, Blythe CA 92225

Submitted to:
Governor's Office of Land Use and Climate Innovation (LCI) and
California Department of Housing and Community Development (HCD)

Prepared by:
City of Blythe, Development Services Department
Michelle Van Dyke, Permit Technician
(760) 922-6130
mvandyke@cityofblythe.ca.gov

Pursuant to Government Code § 65400

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I. Annual Report Introduction

The City of Blythe has prepared and submits this annual progress report (APR) to the Governor's Office of Land Use and Climate Innovation (LCI), and the California Department of Housing and Community Development (HCD). This report satisfies Government Code Section 65400(a)(2), and reflects the programs and actions undertaken to implement the City's "General Plan 2025" between January 1, 2025, and December 31, 2025. The State of California Government Code Section 65400 requires jurisdictions provide an annual review to their legislative body (in this case City Council), the Governor's Office of Land Use and Climate Innovation (LCI), and California Department of Housing and Community Development (HCD) on the status of the City's General Plan and progress in implementing the goals, policies and objectives outlined therein. The report highlights completed areas of the General Plan and future priorities and amendments. State law requires that the annual report be completed and submitted to the State by April 1 of each year. The report was submitted to both state offices on March 23.

The City of Blythe's General Plan was adopted in 2007 and has been updated periodically as needed or as required by state law. The General Plan contains seven (7) elements, including the fourteen (14) required by the California Government Code and is consistent with the OPR guidelines.

II. General Plan Implementation

The General Plan contains a comprehensive list of different areas of improvement in the city for new residential, commercial and industrial projects. It also provides information on neighborhood improvement practices to promote during daily life.

Key activities and projects which occurred in 2025 that relate to specific tools within the adopted General Plan are listed below.

- Council authorized the Interim City Manager to enter and execute agreement(s), with M.B. Herzog Electric, Inc. for the annual inspection and maintenance services for the Water Treatment Plant and Wastewater Treatment Plant for a term of 5 years. (2/11/25)
- Council authorized the Interim City Manager to execute a Partnership Letter to participate with Riverside County Office of Economic Development in submitting a USDA Rural Business Development Grant. (2/11/25)
- New water reservoir at PV College. (accepted by Council 2/11/25)
- Pumping station #5 renovation project. (accepted by Council 2/11/25)

- Categorical Exemption for the Ocean Pacific Energy Company Compressed Natural Gas Fueling Station and Power Generation Project Pursuant to CEQA Guidelines §15332. (4/8/25)
- Partnership with the Blythe Chamber of Commerce on a Tourism and Economic Development Video Project. (4/8/25)
- Support for a Border Fuel Tax Exemption Zone to assist local fuel station businesses who compete with fuel station pricing a few miles east in Arizona. (5/13/25)
- Chanslor Place sewer repair. (accepted 6/10/25)
- The drying ponds at the Wastewater Treatment Plant were lined. The WWTP East Brine Basin Pond Liner Project. (7/8/25) [accepted as completed by Council 10/14/25]
- Categorical Exemption for the Greenlane Vehicle Charging Station, Temporary Truck Parking and Solar Power Generation with Battery Energy Storage System Project Pursuant to CEQA Guidelines 15183. (10/14/25)
- Bommer Park Playground Improvement project monies from CDBG funds. (12/9/25)
- CDBG grant awarded to Peace from Chaos. (12/9/25)
- City Council elected two council members to serve on an Ad Hoc Committee with Riverside County's Triad Advisory Committee to continue the work done by RivCo One, a county initiative that connects residents to various social services by streamlining referrals between county agencies. (12/9/25)
- Demolition of two blighted buildings: 495 North Main Street (burned and never cleaned) [approved by Council 3/11/25]; and 316 West Hobsonway (burned, never cleaned and then collapsed onto the public right of way) [approved by Council 8/26/25].
- Home Enhancement Program – With the City's help, Riverside County redid 5 homes.

- Ordinances adopted:
  - **Ordinance No. 934-24**, Amending Title 17 of the Blythe Municipal Code (BMC) Relating to Changes Required by the City's 6th Cycle Housing Element Programs for Emergency Shelters, Employee Housing, and Reasonable Accommodation Procedures. (2/11/25)
  - **Ordinance No. 935-25**, Amending Title 17 (Zoning) of the Blythe Municipal Code relating to changes to implement programs set forth in the City's 6th cycle housing element, including adding a new housing element overlay adding, revising and deleting definitions, adding and amending regulations

relating to low barrier navigation centers and various types of group housing, amending residential lot coverage requirements in the R-M and R-H zones, adding and revising standards regarding density in all residential zones, amending parking requirements for specified residential uses, and adding regulations to implement the state density bonus law. (4/08/25)

- **Ordinance No. 936-25**, Establishing a Prohibition Against Camping and Storage of Personal Property upon Streets, Sidewalks and Public Places. At the governor's request. (3/11/25)
- **Ordinance No. 937-25**, Rezoning Two Parcels and Adding a New Section 17.27.050 to Title 17 (Zoning) of the Blythe Municipal Code Waiving the Art in Public Places Impact Fee on Affordable Housing and Special Needs Housing. 6/10/25)
- **Urgency Ordinance No. 939-250-U**, Repealing and Replacing Chapter 17.33 (Accessory Dwelling Units/Junior Accessory Dwelling Units) of Title 17 (Zoning) of the Blythe Municipal Code for Compliance and State Law. (5/13/25)
- **Ordinance No. 940-25**, Repealing and Replacing Chapter 17.33 (Accessory Dwelling Units/Junior Accessory Dwelling Units) of Title 17 (Zoning) of the Blythe Municipal Code for Compliance with State Law. (7/8/25)
- **Urgency Ordinance No. 943-25-U**, Amending Title 17 (Zoning) of the Blythe Municipal Code to Establish Regulations Relating to Commercial Solar Energy Facilities. (10/14/25)
- **Ordinance No. 944-25**, Amending Title 17 (Zoning) to Establish Regulations Relating to Commercial Solar Energy Facilities. (11/12/25)

- New businesses opened in 2025:
  - Grocery Outlet (3/4/25)
  - Cruz Maldonado Transportation, provides non-medical transportation out of town to doctor's appointments for those without transportation. (5/20/25)
  - Edelweiss Cannabis Cultivation started production. (8/29/25)
  - Tacos El Flako opened when Garcia's relocated. (9/22/25)
  - Main Street Printing by Design opened replacing Weeks Printing. (9/25/25)
  - Mi Kitchen (9/26/25)
  - Peace from Chaos opened a commercial office location to better serve the public. (10/7/25)
  - La Segundita Thrift Store Corporation. (10/9/25)
  - Temple Barbershop & Supply LLC. (12/18/25)

Housing Element Reporting and RHNA Requirements

State law requires that the City report on the number of new housing units produced each calendar year and track the progress towards meeting the Regional Housing Needs Allocation (RHNA) assigned to the City for the RHNA Reporting Cycle.

Appendix A includes the complete Department of Housing and Community Development (HCD) forms which provide status updates regarding Housing Element implementation. These forms will be submitted to HCD through the State's Housing Element Tracking System portal and are only provided in this report as reference.

RHNA Progress 2025

RHNA progress is tracked and monitored annually by collecting data on the number of permitted units during the reporting period. From the start of the 6th Cycle in October 2021 to the end of 2025, the City finalized 17 residential units. Of these units, 6 were finalized during the 2025 calendar year. This includes 2 new-build single family homes (not replacements); 3 manufactured homes, all of which were replacements; and 1 duplex family residential, which was a replacement of a single unit demo.

For the 2021-2025 RHNA assignment period, the City was allocated 483 households and is being asked by the state to provide 41 units for extremely low-income households. **Table 1** provides the housing need projections, classified by income level, for the City as identified by SCAG through CVAG.

Table 1
Blythe Household Need Projection By Income Group
2021 – 2024

Total Units	Very Low Income	Low Income	Moderate Income	Above Moderate Income
494	82	71	96	245

Source: 2025 Housing Element APR Report data from HCD

Table 2 provides the 2025 maximum San Bernardino/Riverside County acutely low, extremely low, very low, low/lower, median and moderate household income limits as determined by the U.S. Department of Housing and Urban Development (HUD). Although household incomes vary considerably throughout Riverside and San Bernardino Counties, the City is required to use countywide HUD income limits to evaluate housing affordability.

Table 2
2025 San Bernardino/Riverside County Maximum Household Income Limits

Income Group	Household Size							
	1 person	2 person	3 person	4 person	5 person	6 person	7 person	8 person
Acutely Low	$10,900	$12,500	$14,050	$15,600	$16,850	$18,100	$19,350	$20,600
Extremely Low	$23,500	$26,850	$30,200	$33,550	$37,650	$43,150	$48,650	$54,150
Very Low	$39,200	$44,750	$50,350	$55,950	$60,450	$64,900	$69,400	$73,850
Low/Lower	$62,650	$71,600	$80,550	$89,500	$96,700	$10,385	$111,000	$118,150
Median	$72,750	$83,100	$93,500	$103,900	$112,200	$120,500	$128,850	$137,150
Moderate	$87,300	$99,750	$112,250	$124,700	$134,700	$144,650	$154,650	$164,600

Source: Stradling Yocca Carlson & Rauth 2025 San Bernardino/Riverside County Affordable Housing Worksheet

Table 3 shows the City's overall progress towards meeting its share of the projected regional housing needs. The City has added 15 new housing units since 2021.

Table 3
City's Progress In Achieving Its Share Of Projected Regional Housing Needs

Income Group Affordability	Housing Unit Allocation	Units Added				
		2021	2022	2023	2024	2025
Very Low	82					
Low	71					2
Moderate	96	4		1		
Above Moderate	245		2		4	5
Total	494	4	2	1	4	7

Source: Table B of the California Housing Element APR from HUD

III. Streamlining Housing Production

In 2021, the City applied for and was awarded a $65,000 LEAP grant. This grant provided funding for preparing and adopting the Housing Element of the General Plan and included an element to smooth conformance with the sixth cycle RHNA. It allowed for the development of an accessory dwelling unit ordinance, per the Government Code. Adoption of an appropriately designed ADU Ordinance allows for many new housing opportunities which will assist families with some additional income and help other families who may be in search of housing. The update to the Housing Element will allow for expansion in Planning activities, updating of the Planning procedures, and design suggestions for increased housing production. Most importantly, it allows for the refurbishment of the General Plan and community and

specific plans. This will attract and encourage residential dwelling and multi-family unit construction projects.

At the end of 2022 into the beginning of 2023 the City applied for and was awarded a $40,000 CalAPP Grant through the Energy Commission. This was due to California's new regulation that all jurisdictions must use SolarAPP+ [solar automated permit processing], or another equal platform, to streamline and expedite the permitting process for residential rooftop solar systems, aiming to foster the adoption of clean energy by making it easier for local governments to approve standardized projects quickly and safely.

IV. Effectiveness in Meeting Goals and Objectives

Goal 1 – Attract & Provide Housing to Meet Current & Future Needs

Program 1 – Fund 3 Housing Rehabilitation/Preservations Projects & Target 5 Successful Down Payment Assistance Applications
Status – Ongoing

Program 2 – Connect Low & Very-Low-Income Homebuyers with Resources from the Imperial Valley Business Resource Center
Status – Ongoing

Program 3 – Send Notices to Housing Developers Annually Regarding Density Bonuses For Qualifying Applicants
Status – Ongoing

Program 4 – Reuse Sites (No Rezoning Required)
Status- Ongoing

Program 5 – Ensure Adequate Sites Are Available
Status – Ongoing

Program 6 – Monitor Blythe's Potable Water-Generating Capacity & the Potable Water Distribution for any Future Required Expansion
Status – Ongoing

Program 7 – Monitor Blythe's Sewer System & Treatment Capacity for any Future Required Expansion
Status – Ongoing

Program 8 – Enforce California Building Code & Encourage Energy-Efficient Construction Techniques Beyond the State Minimum
Status – Ongoing

Program 9 – Provide Information on & Promote Energy-Efficiency Working with SCE, CVAG & IREN.

Status – Ongoing

Program 10 – Work with Riverside County Fair Housing to Support & Enforce Fair Housing Laws and Policies.

Status – Ongoing

Goal 2 Develop housing choices and a variety of affordable, quality housing among extremely low-, very low-, and low-income households, especially among overcrowded households.

Program 11 – Support self-help programs for lower-income (extremely low-, very low-, low-) and special needs households; provide assistance through organizations in the construction of six [6] self-help homes; two nuisance properties will be identified and abated annually for a total of 16 properties during the 2021 to 2029 planning period.

Status – Ongoing

Program 12 – Analyze & update various existing programs for lower-income homebuyers that include Mortgage Credit Certificate Programs, First-Time Home Buyer, and various other existing assistance programs, & facilitate one annual community forum to engage and inform the public of available homebuyer assistance programs.

Status – Ongoing

Program 13 - Identify zoning to encourage & facilitate housing suitable for extremely low, very low-, low-, and moderate-income households & for all special needs households, such as supportive housing and single-room occupancy units.

Status – Ongoing

Program 14 - The City shall pursue available & appropriate state and federal funding sources to support efforts to preserve and meet new construction needs of extremely low-, very low, low-, and moderate-income households and for all special needs households & in an overcrowded situation. The City will apply as a co-applicant with Riverside County for at least one housing funding source per calendar year.

Status – Ongoing

Program 15 - Create marketing material to promote available, vacant sites within the City to low-income and market-rate housing developers.

Status – Ongoing

Program 16 - The City will amend the Zoning Code to:

- Permit manufactured housing in the same manner and in the same zone as a conventional or stick-built structures are permitted pursuant to Government Code 65852.3 and consolidate R/MH and Mobile Home zones.

- Implement Streamlined Ministerial Approval Processes for development that conforms to SB 35 and Government Code §65913.4 requirements.
- Modify the City's parking requirements to create separate requirements for detached single-family homes and multi-family developments and create multifamily parking standards based on the number of bedrooms.
- Modify the lot coverage requirements for the R-M and R-H zones.
- Revise Conditional Use Permit findings to ensure findings are objective and provide for certainty in outcomes, and to remove the required findings for approving residential uses in nonresidential zones only if dwelling is in character with the existing neighborhood and the adjacent uses are residential.
- Establish Project Review Committee (PRC) Process and create findings for approval that are objective and provide certainty in outcomes.

  Status – Ongoing

Program 17 - To encourage transparency & facilitate development site selection, the City will post the City's Zoning Map on the City website, as well as additional information, including the Planning and Development fee schedule, Planning applications and forms, and informational handouts that are currently available at the public counter but not on the website.

Status – Ongoing

Program 18 – Update & Revise the City's ADU & JADU Ordinance

Status – Completed

Program 19 – Meet the various housing & related service needs of lower-income seniors at a local level.

Status – Ongoing

Program 20 - Coordinate quarterly with the Palo Verde Valley Transit Agency to ensure that the public transportation needs of seniors and special needs groups have adequate access to needed medical services, shopping, & other amenities from their residences.

Status – Ongoing

Program 21 – Increase participation in the USDA Home Rehabilitation Grant/Loan Program. Assist one very low-income family to secure rehabilitation funds. Preserve 8 very low-income units during the 2021 to 2029 planning period.

Status – Ongoing

Program 22 – Increase the supply of shelter options for the homeless.

Status – Ongoing

Program 23 – The City shall cooperate quarterly with neighboring cities, the County, and other agencies in the development of programs aimed at providing homeless shelters and related services. Participate in the Riverside County Continuum of Care activities. Continue the Homeless Outreach Team (HOT) activities and coordinate with the Regional Access Project (RAP) quarterly community forum.

Status – Ongoing

Program 24 – Meet the housing needs of persons with disabilities.
Status – Ongoing

Program 25 – Revise Zoning Ordinance to reflect State law requirement for residential care facilities of 6 or less & 6 or more persons.
Status – Ongoing

Program 26 – The City will work with the Inland Regional Center to implement an outreach program that informs families within the City on housing & services available for persons with developmental disabilities. Post a hyperlink to the Inland Regional Center on the City website.
Status – Ongoing

Program 27 – The City will amend the Zoning Code to ensure that supportive and transitional housing are treated as residential uses subject only to the same restrictions that apply to other residential dwellings of the same type in the same zone. Specifically, the City will ensure the City's regulations are consistent with AB 2162, which requires certain supportive housing projects of 50 units or fewer to be permitted by right in all zones where multifamily and mixed-use developments are permitted and prohibits parking requirements within ½ mile of public transit. Zoning Code will also be amended to reflect current state law requirements including language for low-barrier navigation centers. Low-barrier navigation centers will be allowed pursuant Government Code §65660. Emergency shelters in the City of Blythe are permitted by right in the I-S and I-G zones, which allow single-family residential uses with a conditional use permit. An analysis of suitability based on parcel size identifies 56 vacant I-S and I-G parcels of less than one acre in size that would be appropriate for small to medium size shelter facilities with enough spread to adequately accommodate the City's unsheltered homeless. The City will amend the Zoning Code to address recent changes:

- Expand the definition of emergency shelters per AB 2339 to include interim housing options such as navigation centers, bridge housing, and respite and recuperative care.
- Amend Parking standards for emergency shelters to be based solely on staffing level pursuant to AB 139.

Status – Ongoing

Program 28 – The Zoning Ordinance does not currently contain provisions for employee housing. Health and Safety Code §17021.5 (Employee Housing Act) requires jurisdictions to permit employee housing providing accommodations for six or fewer employees to be deemed a residential use subject to the same standards as single family residences. The City will amend the Zoning Ordinance to comply with the Employee Housing Act.
Status – Ongoing

Program 29 – Chapter 17.85 provides a clear process to facilitate the review and approval of requests for reasonable accommodation. Overall, the factors considered for approval are objective; however, "potential impact on surrounding uses" is broad and open to interpretation

by the decision maker. The City will amend Chapter 17.85 to remove this factor from consideration when reviewing reasonable accommodations.

Status – Ongoing

Goal 3 Facilitate and promote renovations and replacement housing as necessary to upgrade the City's inventory of substandard and dilapidated houses, mobile homes, motels, apartments, and other seasonal, temporary, or permanent dwelling units.

Program 30 – Upgrade the quality of housing through renovations, remodeling, and/or replacement as needed to reduce the number of substandard and dilapidated houses in the city.

Status – Ongoing

Program 31 – Identify funding mechanisms to use for the purchase and rehabilitation of fixer-up homes by lower-income (extremely low-, very low-, low-) and special needs households (e.g., elderly, homeless, farmworkers, persons with disabilities, female-headed households). Assist one lower income or special needs household annually to secure home rehabilitation funds.

Status – Ongoing

Program 32 – Continue to collaborate with the County of Riverside to secure funds for rehabilitation of lower-income owner-occupied homes. Strive to rehabilitate an average of one (1) lower-income, owner- occupied home annually.

Status – Ongoing

Program 33 – Continue code enforcement action on substandard motels and apartments as complaints occur or as routine inspection data is collected. Code enforcement will follow-up with code violation complaints within 72 hours of report of violation.

Status – Ongoing

Program 34 – Monitor affordable units to ensure that their affordability is preserved. Annually contact property owners, gauge interest and identify nonprofit partners, and pursue funding and preservation strategy on a project basis. The City will work with tenants of at-risk units and provide them with education regarding tenant rights and conversion procedures. The City will also provide tenants living in at-risk projects, with information regarding Section 8 rent subsidies through the Housing Authority and other affordable housing opportunities in the City. Facilitate the creation of two (2) low-income units and forty-five (45) moderate-income units by the end of the 2021-2029 planning period.

Status – Ongoing

Goal 4 Facilitate development that promotes inclusive, diverse communities that provide all income segments of the community access to high resource areas.

Program 35 – Analyze vacant sites and provide zoning conducive to the development of mixed income development in high resource areas.

Status – Ongoing

Program 36 – Review and revise the Land Use Map to identify opportunities for inclusion of low income, medium to high density development in high resource areas, as identified in the AFFH analysis.

Status – Ongoing

Program 37 – Promote communities that reduce greenhouse emissions, create transient-oriented development, and alternate to automobile transportation pathways.

Status – Ongoing

Program 38 – Pursue funding annually for housing developments that incorporate active transportation initiatives; pedestrian pathways, shaded bus stops, and create green spaces that reduce heat islands.

Status – Ongoing

Goal 5 Affirmatively further fair housing.

Program 39 – Meet the various housing and related service needs of community members who are lower income, persons and households with special needs, members of protected classes, and in areas of high segregation and poverty or are identified as special needs communities by State and federal Law (i.e. disadvantaged (SB 535), sensitive communities (SB 50), Racially and Ethnically Concentrated Areas of Poverty (R/ECAPs), etc.).

Status – Ongoing

Program 40 – To adequately meet the housing needs of all segments of the community, the City will affirmative further fair housing through strategies that focus on outreach and enforcement, access to opportunities, anti-displacement, place-based strategy for improvement, and new housing in high resource areas.

Status – Ongoing

Program 41 – The City will implement a comprehensive communication strategy (See AFFH Outreach Strategies below) that includes a menu of actions aimed at effectively disseminating information about existing resources and programs to underserved and sensitive communities, ensuring equitable access and awareness of available opportunities.

1. City website
2. Social media
3. Email Newsletter
4. Community Events
5. Doris Morgan Community Center

Status – Ongoing

Program 42 – Anti-Displacement Strategy: The City is committed to preserving housing stability and affordability for residents and providing assistance to businesses so that they can stay and thrive in Blythe.

Status – Ongoing

V. Plans to Increase Local Housing Availability

Residents in Census Tract 461.02 and 462 are at increased risk of displacement as displacement forces (private investments, rising housing costs, limited affordable housing opportunities, closure of Chuckwalla Valley State Prison) disproportionately impact lower income households, minority households, and households already experiencing cost burdens and overcrowding. To ensure existing residents in Census Tracts 461.02 and 462 can remain and benefit as the neighborhood improves the City will:

- Implement Program 1.A.1 (first time homebuyer, down payment assistance, and rehabilitation programs), Program 2.A.1 (Self-Help housing and nuisance property rehabilitation). Program 1.A.2 (pathways to homeownership), and Program 3.A.4 (at-risk unit preservation), included in this Housing Element.
- Create a list of affordable units available citywide and post it on City website and distribute in the different forums such as social media, newsletter, website, community events.
- Inform residents of online listing during targeted outreach events.
- Include portal in City website for providers to report vacancies.
- Provide Housing Authority of the County of Riverside with updates on unit vacancies.
- Provide a link to the County's Housing Authority's Affordable Housing Search.
- Partner with nonprofits that serve underserved residents within the City to share information on fair housing and tenant rights. The City will create a fair housing informational flyer including Fair Housing Rights and resources available to distribute to local non-profits. Educational flyers will be in English and Spanish.
- Establish procedures to implement SB 330, including replacement requirements.
- Collaborate with non-profits to pursue acquisition/rehabilitation of affordable housing beyond those at-risk by providing technical assistance.

In addition, the City will adopt a multi-pronged anti-displacement strategy to work to relieve displacement pressures. The strategy will include measures that encourage affordable housing production, work to preserve existing affordable housing, and protect current residents from displacement in rapidly changing portions of the city, particularly in Census Tracts 461.02 and 462, where displacement risks are higher. The anti-displacement strategy may various components, such as, but is not limited to, the following potential efforts:

- **Production:** increase multifamily residential opportunities throughout the city beyond capacity to meet the RHNA; allow duplexes, triplexes, and multiple JADUs in lower density high resource areas. prioritizing areas at risk of displacement for gap financing resources (such as LIHTC); tax abatements for new multifamily housing projects with affordable housing units; Support capacity building for community development organizations.
- **Preservation:** Create partnerships with the Housing Authority to support acquisition of affordable units at-risk of conversion to market rate; identify a code enforcement specialist on staff to provide technical assistance and information to property owners of lower income units to address code enforcement issues; seek funding to support rehabilitation of substandard multifamily units; restrict conversion of existing units occupied by lower-income households to short term rentals; require replacement of all lower income units lost due to redevelopment.

- **Protect Current Residents:** Develop an engagement strategy and work with a fair housing service provider to disseminate information on tenant protections (especially source of income, and State rent stabilization and just cause eviction regulations) and available resources; Incorporate tenant protections for all rental properties receiving city support/funds; Provide tenant relocation assistance and emergency rental assistance.

  In developing the Strategy, the City shall discuss issues, opportunities, and potential anti-displacement measures with the public through events targeting the Census Tracts 461.02 and 462. Outreach will take into account the high rates of linguistic isolation in these areas and provide materials in Spanish.

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier					Unit Types		Affordability by Household Incomes - Completed Entitlement								Housing with Financ and/or Deed Re
1					2	3	4								16
APN	Current APN	Street Address	Project Name	Local Jurisdiction Tracking ID	Unit Category (SFA, SFD, 2 to 4, 5+, ADU, MH)	Tenure (Rental or Owner)	Acutely Low-Income Deed Restricted	Acutely Low-Income Non Deed Restricted	Extremely Low- Income Deed Restricted	Extremely Low- Income Non Deed Restricted	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low- Income Deed Restricted	Low- Income Non Deed Restricted	Moderate-Income Deed Restricted	Assistance Programs for Each Development (may exceed number of rows for multifamily)
Row: Start Data Entry Below							#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	
	868420001	1425 Riviera Drive	Gastelum & Gardilcic	B2104-028	MH	O										
	833370057	2660 Colorado River Road	Brunk	B2211-006	SFD	O										
	868420005	1383 Riviera Drive	Anderson	B2111-048	MH	O										
	833340001	4601 Hidden Beaches Drive	Dubois	B0505-007	SFD	O										
	848052003	222 South Main Street	Farrage	B2312-020	2 to 4	R										
	868360016	2048 Riviera Drive	VanSlyke	B2312-001	MH	O										

	Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions	Term of Affordability or Deed Restriction	Demolished/Destroyed Units			Density Bonus				N
	16	17	18	19	20			21	22	23	24	
Moderate-Income Deed Restricted	Assistance Programs for Each Development (Only select if eligible - see instructions)	Deed Restriction Type (may select multiple - see instructions)	For units affordable without financial assistance or deed restrictions, explain how the housing development's rents were affordable (see instructions)	Term of Affordability or Deed Restriction (years) (If affordable in perpetuity, enter "1000")	Number of Demolished/Destroyed Units	Demolished or Destroyed Units	Demolished/ Destroyed Units Owner or Renter	Type Density Bonus Applied to the Project (Percentage Increase in Total Allowable Units or Total Maximum Allowable Residential Gross Floor Area)	Number of Other Incentives, Concessions, Waivers, or Other Modifications Given to the Project (Excluding Parking Waivers or Parking Reductions)	List the incentives, concessions, waivers, and modifications (Excluding Parking Waivers or Parking Modifications)	Did the project receive a reduction in parking standards? (Y/N)	
#REF!					4							
			Valued at $57,600		1	Demolished	O					
			Valued at $411,988									
			Valued at $1,500		1	Demolished	O					
			Valued at $337,680									
			Valued at $180,000		1	Destroyed	R					
			Valued at $179,307		1	Demolished	O					

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier															Streamlining	Historic Sites	Housing with Fi and/or Dee
													11	12	13	14	15
Unit APN	Street Address	Project Name	Acutely Low Income Non Deed Restricted	Extremely Low-Income Deed Restricted	Extremely Low-Income Non Deed Restricted	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Certificates of Occupancy or other forms of readiness (see instructions) Date Issued	# of Units issued Certificates of Occupancy or other forms of readiness	Please select the state streamlining pathway the project was APPROVED pursuant to (may select multiple)	Is this project located on a site with an associated historic designation as outlined in Government Code Section 65913.4(f)(3)(A) and reported on Table A?	Additional Programs for Re Development (may select multi see instructions)
			a	b	c	d	e	f	g	h	i	j	k	l	m	n	o
39420001	1425 Riviera Drive	Gastelum & Gardiola										1	4/4/2025	1	NONE	No	
33370057	2660 Colorado River Road	Brunk										1	4/22/2025	1	NONE	No	
39420005	1383 Riviera Drive	Anderson										1	6/6/2025	1	NONE	No	
33340001	4601 Hidden Beaches Drive	Dubois										1	9/11/2025	1	NONE	No	
48053003	222 South Main Street	Farrage							2				10/2/2025	2	NONE	No	
39360018	2048 Riviera Drive	VanSlyke										1	11/20/2025	1	NONE	No	

ng	Historic Sites	Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions	Term of Affordability or Deed Restriction	Demolished/Destroyed Units			Density Bonus				Notes
	14	16	17	18	19	20			21	22	23	24	25
	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
	No			Valued at $57,600		1	Demolished	O					
	No			Valued at $411,998									
	No			Valued at $1,500		1	Demolished	O					
	No			Valued at $337,880									
	No			Valued at $180,000		1	Destroyed	R					
	No			Valued at $179,307		1	Demolished	O					

CITY OF BLYTHE
CITY COUNCIL MEETING

STAFF REPORT

MEETING DATE: April 14, 2026

SUBJECT: First & Murphy Streets Rehabilitation Design Project

PRESENTED BY: Mirasol B. Elegores, Public Works Director

PREPARED BY: Mirasol B. Elegores, Public Works Director

RECOMMENDATION: It is recommended that Council award the design work for the First & Murphy Streets Rehabilitation Project to The Holt Group, THG, in an amount not to exceed $103,000.00. It is further recommended Council authorize the Interim City Manager to enter into a Professional Service Agreement with THG once reviewed and approved by the City Attorney.

FISCAL IMPACT: $103,000.00 in Measure A funds allocated to the rehabilitation of First & Murphy Streets.

BACKGROUND: Council adopted the FY 25/26 Budget with Measure A funds for the design and rehabilitation of First Street from Chanslorway to Hobsonway and Murphy Street from Main St. to 3rd Street. In February, the City released a Request for Proposals for the First & Murphy Streets Rehabilitation Design Project. The proposal included design work to rehabilitate First & Murphy Streets.

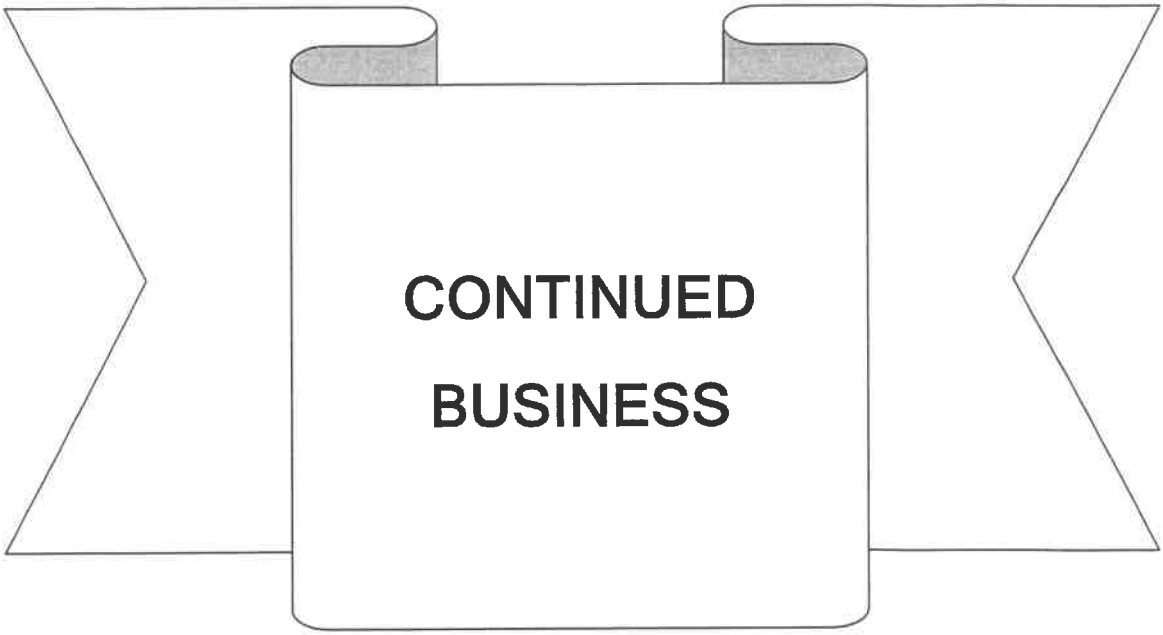
STAFF REPORT: Proposals were due by 2 PM on Tuesday, March 31, 2026. Proposals were received from the following firms:

Company:	**Fee Proposal**
1. Onward Engineering	$164,805.00
2. Diversified Project Services International	$162,500.00
3. Engineering Resource of Southern California	$107,180.00
4. The Holt Group	$103,000.00
5. West & Associates	$62,060.00 plus travel & mileage

Staff reviewed the proposals and determined The Holt Group to be the successful bidder based on experience, method and responsiveness to the proposal and cost. THG has been serving public sector clients for more than 4 decades with professional staff on various expertise. Clients of the Holt Group include the City of Blythe in which many successful projects have been completed.

Therefore, it is recommended Council award an agreement to The Holt Group in an amount not to exceed $103,000.00; authorize the Interim City Manager to enter into a Professional Services Agreement with THG once reviewed and approved by the City Attorney.

ATTACHMENTS: None


CONTINUED
BUSINESS

CITY OF BLYTHE
CITY COUNCIL MEETING

STAFF REPORT

MEETING DATE: April 14, 2026

SUBJECT: Palo Verde Hospital Ad Hoc Committee Update

PRESENTED BY: Mallory Crecelius, Interim City Manager

PREPARED BY: Mallory Crecelius, Interim City Manager

RECOMMENDATION: It is recommended Council receive and file the report.

FISCAL IMPACT: None

BACKGROUND: After receiving information from concerned citizens related to the financial state of the Palo Verde Healthcare District, the City contacted Riverside County Supervisor V. Manual Perez's Office to offer assistance and requesting assistance in identifying the oversight body for the Palo Verde Healthcare District's Board of Directors.

After learning the hospital had shuttered operations except for the Emergency Room, Laboratory and Radiology, City officials contacted our State and Federal partners requesting assistance. In June, the City sent a letter to the Riverside Local Agency Formation Commission (LAFCO) requesting that LAFCO conduct a Municipal Service Review (MSR) of the Palo Verde Healthcare District. The item was placed on June 26, 2025, Agenda and the Commissioners unanimously voted to direct staff to proceed with the MSR.

On September 25, 2025 the MSR report was presented to the LAFCO Board of Directors. The LAFCO Commissioners requested a dissolution plan that includes establishing a successor agency. Once a plan is in place, LAFCO will move to dissolve the Palo Verde Healthcare District. The County of Riverside, in partnership with the City of Blythe, formed a joint working group to develop the succession plan. Later, the Palo Verde Health Care District Board of Directors field Chapter 9 Bankruptcy further complicating matters.

On January 7, 2026, the Palo Verde Health Care District Board of Directors posted an Emergency Meeting notice. The Staff report stated the hospital would close on Saturday, January 10, unless $2 million was obtained. In a Special Meeting on January 9, 2026, the City Council voted to provide Bridge Loan Funding in the amount of $330,000 to keep the hospital operational for another week to allow time for the County to come in and assist. The Loan was contingent upon the Board allowing the County to provide oversight and the day-to-day management of the hospital.

On January 27, 2026, the County Board of Supervisors ratified a $1 million loan to the PVHD and approved a strike force led by the Riverside University Heath System to independently stabilize and manage the Palo Verde Hospital Emergency Department for a period of 180 days.

STAFF REPORT: The Ad Hoc Committee will provide an update.

ATTACHMENTS: None


NEW BUSINESS

CITY OF BLYTHE
CITY COUNCIL MEETING

STAFF REPORT

MEETING DATE: April 14, 2026

SUBJECT: Professional Services Agreement for Enterprise Resource Planning Consulting Services with Berry, Dunn, McNeil & Parker, LLC

PRESENTED BY: Christa Elms, Director of Finance

PREPARED BY: Christa Elms, Director of Finance

RECOMMENDATION: It is recommended that City Council:

1. Enter into a Professional Services Agreement for Enterprise Resource Planning Consulting Services with Berry, Dunn, McNeil & Parker, LLC (BerryDunn).

2. Authorize the Interim City Manager to execute the contract with BerryDunn for Enterprise Resource Planning Consulting Services, including any subsequent actions taken, in such final form as approved by the City Attorney.

3. Approve a two phase contract, first phase in fixed fee amount of $134,750, for project management, needs assessment, and procurement assistance. Second phase billed at time and material for implementation support in an amount not to exceed $300,000. Total contract amount of $434,750, plus costs incurred for travel expenses.

FISCAL IMPACT: Contract amount of $434,750. Commitment of $134,750, for fixed fee services during first phase of the contract. Second commitment of $300,000, for the estimated cost of implementation support during final phase of the contract. Implementation support estimated based on BerryDunn's assumption of hours using a proposed blended hourly rate of $250, implementation services will be billed on a time-and-material basis for actual services rendered. All travel expenses will be billed as incurred and are not included in contract amount.

The services for this agreement are expected to span the next three fiscal years. Adequate appropriations already exist in the adopted budget for this fiscal year. Funds will be programmed for the remainder of the contract value in fiscal year 2026-2027 and 2027-2028 as part of the budget development process.

BACKGROUND: The City is in the early stages of implementing a new Enterprise Resource Planning (ERP) system. The City of Blythe currently uses Tyler Technologies Eden (Eden) and Superion's TraKit (TraKit) for most of its software needs. Eden and TraKit software have served the City for more than twenty years.

Tyler Technologies informed the City that Eden would no longer be supported after March 2027; in addition, due to the age of the software it lacks modern functions. As a result, staff uses workarounds and manual processes in numerous areas. While still functional, due to compatibility issues with the City's antiquated cashiering software staff have been unable to

update TraKit with latest versions of the software. Alone these two software's house the City's general ledger, payroll, accounts payable, licensing, permitting, code enforcement cases, purchasing, budget preparation, utility billing, and human resources; all of which are critical business processes for day-to-day operations.

The ERP system acts as a central repository for all information shared by various departments to streamline the flow of data across the organization. Given the critical need to implement a new ERP system, the Finance Department staff have begun researching its options for replacement.

The implementation of the ERP software will be a complex, multi-year project. Procuring and implementing a complex new system is a challenging and time-consuming endeavor. The City first needs to review its business processes, identify streamlining, consider the numerous ERP systems on the market, select the best product, negotiate a competitive contract, and oversee the system's implementation. Many organizations employ a qualified consulting firm to assist staff with this process.

STAFF REPORT: Given the complexity and breadth of the ERP project, it was recommended that the experience, expertise, and services of an ERP Consultant in conjunction with staff support would be the best approach for the City to achieve a successful selection, implementation, and deployment of the new ERP system. Funding to support an ERP Consultant for the implementation of the ERP system was included in the FY 2025-2026 budget, approved by the City Council on June 10, 2025.

In October 2025, utilizing a formal bidding process, the City released a Request for Proposals (RFP) for ERP System Consulting Services. The solicitation requested proposals from qualified consulting firms to provide services in assisting the City with four major tasks; project management, needs assessment, procurement assistance, and project implementation. The City received an overwhelming number of responses to the RFP. Seventeen proposals were received. Four of the proposals failed to meet minimum requirements at time of submission and were not considered.

An evaluation committee consisting of the City's Interim City Manager, Director of Finance, Finance Department Assistant IV, and the Coachella Valley Association of Governments (CVAG) Director of Finance was formed. The remaining thirteen proposals were independently evaluated and scored by each member of the committee based on qualifications, experience, reputation, competence, project timeline, and project cost. The following five highest-ranking firms were chosen for in-person introduction and interviews:

- Avero Advisors
- BerryDunn
- Client First Technology
- Eide Bailly
- Sciens Consulting

Interviews took place in March. Using a five-point system the committee rated the five firms on the introduction, depth of response to questions, and competitiveness of cost proposals. BerryDunn received the highest rank.

While BerryDunn's proposal was not the lowest in cost, the committee found them to be the best choice for the City's project due to their approach, proven methodology, and relevant experience. BerryDunn has a strong track record with California municipalities, successful project delivery, and expertise in transitioning from legacy financial systems, including Eden replacements. The

proposed project team offers specialized municipal business knowledge, significant applicable experience, and is structured in a manner that the committee believes will minimize the amount of staff time dedicated to the project therefore reducing the need to backfill for day-to-day operations.

If approved staff recommend the contract with BerryDunn be in two phases. The first phase will cover deliverables such as project management, needs assessment, and procurement assistance, for a fixed fee of $134,750. The second phase will provide implementation support and project oversight once a software solution(s) is selected on a time-and-material basis using a blended hourly rate of $250, for an estimate of $300,000. Maximum contract of $434,750, plus costs incurred for travel expenses. The phased approach enables staff to assess the extent of the need for consultant involvement during the implementation phase following vendor selection. It is typical for software vendors to include or negotiate support services during implementation, therefore the City may not require the need for the total hours assumed in BerryDunn's fee proposal.

ATTACHMENTS:

1. BerryDunn Best and Final Fee Proposal
2. BerryDunn Technical Proposal

BerryDunn

PROPOSAL

BEST AND FINAL OFFER FEE PROPOSAL FOR:

The City of Blythe

TO PROVIDE:

ENTERPRISE RESOURCE PLANNING SYSTEM CONSULTING SERVICES

SUBMITTED BY:
Berry, Dunn, McNeil & Parker, LLC
2211 Congress Street, Portland, ME 04102

Ryan Doil, Project Principal
Berry, Dunn, McNeil & Parker, LLC
rdoil@berrydunn.com | 207.541.2343

David Ledbetter, Engagement Manager
Berry, Dunn, McNeil & Parker, LLC
dledbetter@berrydunn.com

Tammie Warren, Project Manager
Berry, Dunn, McNeil & Parker, LLC
tammie.warren@berrydunn.com

Proposal Due Date:
March 17, 2026

berrydunn.com

Best and Final Offer (BAFO) Fee Proposal

March 17, 2026
City of Blythe
Attn: Christa Elms
235 N. Broadway
Blythe, CA 92225

Dear Christa and Members of the Selection Committee:

On behalf of Berry, Dunn, McNeil & Parker, LLC ("BerryDunn," "we," "our"), I am pleased to submit this **BAFO fee proposal** in response to the City of Blythe's (the City's) request for proposals (RFP) for Enterprise Resource Planning (ERP) System Consulting Services. We have read the City's request and reviewed its terms, conditions, and the contents presented therein. Our proposal is a firm and irrevocable offer valid for 60 days from the submission deadline of March 17, 2026, by end of day PST.

We appreciate the opportunity to propose, and the time and consideration taken by the City to review our submission. As a principal in BerryDunn's Local Government Practice Group, I can attest to the accuracy of our materials, and I am legally authorized to bind, negotiate, make presentations on behalf of, and commit our firm and our resources. **If you have any questions regarding our proposal or updates on the evaluation process, please consider me your primary point of contact and feel free to contact me directly.**

Sincerely,



Ryan Doil, Project Principal
Berry, Dunn, McNeil & Parker, LLC
BerryDunn, 2211 Congress Street, Portland, ME 04102
Tel: 207.541.2343 | Email: rdoil@berrydunn.com

Table 1 presents our proposed approach to delivering project Tasks I - III on a fixed-fee, deliverable basis. As a reflection of our interest in partnering with the City on this strategic initiative, we initially reduced our fees more than 20% from our standard rates, with no reduction in the level of effort. Through this BAFO process we have further reduced our fees by approximately 3.5%.

We recognize that projects such as this are large and complex, priorities may shift for the City during certain periods of the project, and there are certain unknowns at this stage in the process. We feel strongly that the pricing for the consulting partner the City selects should not be one of those unknowns or variables. We are not in the habit of issuing change orders for minor deviations to the scope of work, including if additional professional services hours are required of us to complete a defined task in our work plan.

Based on our vast experience in similar projects, we are comfortable with the pricing we have proposed, as well as the estimated work effort required of us in the background to effectively lead the City through this project. With that said, we would estimate that our work effort will take in the range of 590 - 650 hours to complete the project as we have proposed for Tasks I - III. Where we have proposed a fixed fee arrangement for these tasks, we have provided estimated ranges of hours per Task for visibility and our team will remain committed to completing the scope defined in our proposal.

A single, all-inclusive RFP developed to address the requested areas of ERP, permitting/code, utility billing, and other areas can lead to unclear requirements, reduced vendor competition, and difficulty aligning diverse stakeholder needs. Splitting the effort into multiple targeted RFPs allows a local government to reduce risk, promote competition, and create a more defensible and transparent procurement process. We simply wish to be fully transparent and recognize that some clients do ultimately decide to issue two or more RFPs when considering the same breadth of business needs as the City has in its RFP for our services. To align with the City's requested scope of work, and as identified in the questions and answers in Addendum 1, we have presented pricing supporting the development and issuance of one RFP. Should the City, through the Needs Assessment process, ultimately decide to split this process into two or more RFPs, the associated costs with preparing, evaluating, and contracting for additional RFPs will be discussed at that time prior to agreeing to any changes in the scope or costs.

The costs presented in Table 1 are based on our experience conducting projects of similar size and scope, and the assumption that satisfying a deliverable is based on the City's signed acceptance. Our firm does not charge professional services fees for time spent in connection with travelling to client sites, only those actual travel expenses incurred. We will submit monthly progress invoices based on the work completed toward each deliverable.

Table 1: Fixed-Fee Project Costs

Phase	Fixed-Fee	BAFO
Task I: Project Management		
Deliverable 0A. Project Work Plan and Schedule	$5,500	$4,500
Deliverable 0B. Project Status Updates ($1,850/mo., 9 mo.)	$16,650	$15,750 ($1,750/mo)
Task Total (approx. 90 - 105 hours)	**$22,150**	**$20,250**
		Task II: Needs Assessment
Deliverable 1. Needs Assessment Memo	$41,250	$40,500
Deliverable 2. Needs Assessment Presentation	$2,500	$2,500
Task Total (approx. 190 - 220 hours)	**$43,750**	**$43,000**
		Task III: Procurement Assistance
Deliverable 3. Procurement Strategy Memo	$3,750	$3,750
Deliverable 4. Preliminary Functional and Technical Requirements	$5,000	$5,000
Deliverable 5. Final Functional and Technical Requirements	$19,000	$19,000
Deliverable 6. RFP Package	$5,250	$5,000
Deliverable 7. Proposal Summary Memo and Vendor Short-List Identification	$9,500	$9,250
Deliverable 8. Preferred Vendor Identification	$19,000	$19,000
Deliverable 9. Contract Negotiations and Approval Assistance	$12,000	$10,500
Task Total (approx. 315 - 345 hours)	**$73,500**	**$71,500**
Total Services Cost (Tasks I-III)	**$139,400**	**$134,750**
*Travel expense estimated allocation**	*$9,000*	*$9,000*

**Travel expenses will only be billed as incurred.*

Table 2 provides our standard professional hourly billing rates for proposed project team members at various staffing levels. Should the City request any additional services not in scope of our proposal for Tasks I-III, we would be pleased to offer a blended hourly rate of $250 per hour.

Table 2: Standard Professional Hourly Rates

Project Team Member	Hourly Billing Rate
Ryan Doil, Project Principal	$540
David Ledbetter, Engagement Manager / Finance SME	$400
Tammie Warren, Project Manager	$310
Michelle Graham, Business Analyst and HR / Payroll SME	$330
Emma Brown and Shaunteria Brown, Business Analysts	$220
Austin Nichols, Community Development SME	$360
Kate Offerdahl-Joyce, Procurement Lead	$360

For Task IV, Project Implementation, we present the estimated fees associated with our work plan as it relates to providing implementation project oversight services. Our team offers two levels of support most commonly during software implementations – project oversight services where our team serves as an active advisor supporting the City through the implementation, and full-time project management services where our team is embedded acting as the primary project manager on behalf of the City on a daily basis. The roles and level of involvement between these two options are the two primary differentiators, with full-time project management being a much more resource-intensive commitment and a more significant financial investment. With that said, we always seek to align our involvement and estimated effort with a client's specific needs and welcome the opportunity to discuss any questions on either service level.

We are proposing a blended hourly rate of $250. In our initial proposal we offered to hold this rate valid through December 31, 2027, after which time the rate would increase modestly to $260 per hour. Through this BAFO process will extend this reduced hourly rate through March 31, 2027, after which time the rate would increase to $260 per hour.

Given the various unknowns related to the City's expectations on the eventual phasing and durations of system modules, vendor(s) selected, and overlaps of work streams, we have presented the City with the estimated fees for 15 months of implementation oversight services – using the $250 rate for simplicity as the start date for implementation has not been set. For implementation support, we propose using a time and materials basis, allowing for invoicing to occur on a monthly basis based on actual services delivered in the month prior.

Table 3: Implementation Project Oversight Costs

Implementation Project Oversight				
Phase	**Duration (months)**	**Hours (per month)**	**Total Hours**	**Total Cost**
Project Oversight	15	80	1,200	$300,000
	Duration (months)	**Total Trips**	**Total Cost (per trip)***	**Total Travel Cost**
Estimated Travel Expenses	15	9	$2,000	$18,000
Task IV Total				**$318,000**

**Travel expense estimates assume an average cost of $2,000 per person. Travel will only be billed as incurred.*

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"BerryDunn" is the brand name under which Berry, Dunn, McNeil & Parker, LLC and BDMP Assurance, LLP, independently owned entities, provide professional services in an alternative practice structure in accordance with the AICPA Code of Professional Conduct. BDMP Assurance, LLP is a licensed CPA firm that provides attest services, and Berry, Dunn, McNeil & Parker, LLC, and its subsidiary entities provide tax, advisory, and consulting services.

The entities falling under the BerryDunn brand are independently owned and neither entity is liable for the services provided by the other entity. Our use of the terms "our firm" and "we" and "us" and terms of similar import denote the alternative practice structure of Berry, Dunn, McNeil & Parker, LLC and BDMP Assurance, LLP.

This proposal is the work of Berry, Dunn, McNeil & Parker LLC and is in all respects subject to negotiation, agreement, and signing of specific contracts.

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BerryDunn

8.1 Title Page

PROPOSAL

TECHNICAL PROPOSAL FOR:

The City of Blythe

TO PROVIDE:

ENTERPRISE RESOURCE PLANNING SYSTEM CONSULTING SERVICES

SUBMITTED BY:
Berry, Dunn, McNeil & Parker, LLC
2211 Congress Street, Portland, ME 04102

Ryan Doil, Project Principal
Berry, Dunn, McNeil & Parker, LLC
rdoil@berrydunn.com | 207.541.2343

David Ledbetter, Engagement Manager
Berry, Dunn, McNeil & Parker, LLC
dledbetter@berrydunn.com

Tammie Warren, Project Manager
Berry, Dunn, McNeil & Parker, LLC
tammie.warren@berrydunn.com

Proposal Due Date:
November 21, 2025 at 2 p.m. PST

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8.3 Cover Letter

November 21, 2025
City of Blythe
Attn: Mallory Crecelius, City Clerk
235 N. Broadway
Blythe, CA 92225

Dear Mallory Crecelius and Members of the Selection Committee:

On behalf of Berry, Dunn, McNeil & Parker, LLC ("BerryDunn," "we," "our"), I am pleased to submit this **technical proposal** in response to the City of Blythe's (the City's) request for proposals (RFP) for Enterprise Resource Planning (ERP) System Consulting Services. We have read the City's request and reviewed its terms, conditions, and the contents presented therein. Our proposal is a firm and irrevocable offer valid for 120 days from the submission deadline of November 21, 2025, by 2 p.m. PST.

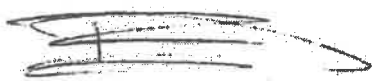
BerryDunn is a nationally recognized professional services firm headquartered in Portland, Maine, with 10 additional office locations. We are also supported by remote employees from across the United States. We are focused on **inspiring organizations to transform and innovate** and have preserved our reputation for excellence throughout our 51-year history. Our firm's culture is centered on a deep understanding of our clients' commitment to serving the public. We proudly tailor each of our projects to recognize the work our clients do every day. **We care about what we do, and we care about the people impacted by our work—including City staff and constituents.**

As it relates to the City's requested services, we would like to highlight the following unique attributes offered by our proposed team:

Our proud history serving the State's local government landscape and industry presence in California associations	**Resources of a large firm with the ability to scale our services appropriately**	**Our team of business process experts with experience migrating from Tyler Eden**

We appreciate the opportunity to propose, and the time and consideration taken by the City to review our submission. As a principal in BerryDunn's Local Government Practice Group, I can attest to the accuracy of our materials, and I am legally authorized to bind, negotiate, make presentations on behalf of, and commit our firm and our resources. **If you have any questions regarding our proposal or updates on the evaluation process, please consider me your primary point of contact and feel free to contact me directly.**

Sincerely,



Ryan Doil, Project Principal
Berry, Dunn, McNeil & Parker, LLC
BerryDunn, 2211 Congress Street, Portland, ME 04102
Tel: 207.541.2343 | Email: rdoil@berrydunn.com

BerryDunn is the brand name under which Berry, Dunn, McNeil & Parker, LLC and BDMP Assurance, LLP, independently owned entities, provide services. Berry, Dunn, McNeil & Parker, LLC provides tax, advisory, and consulting services. BDMP Assurance, LLP, a licensed CPA firm, provides attest services.

8.4 Project Understanding and Approach

Project Understanding

The City is at a pivotal moment in its operational evolution. With limited financial and personnel resources, the City recognizes the need to modernize its business processes and replace its aging ERP system, which currently serves as the backbone for critical functions such as Finance, HR, utility billing (UB), and Payroll. The existing system, implemented over two decades ago, has become increasingly fragmented, with various departments relying on independent applications and manual workflows that impact efficiency and collaboration. It is also critical to note that the vendor, Tyler Technologies, has a sunset date for the support of this application.

The City seeks a trusted, experienced consultant to help address these challenges by guiding it through a thoughtful and strategic transformation. The primary goal is to implement a modern, integrated ERP solution that not only replaces the legacy system but also streamlines business processes across all departments. By doing so, the City aims to reduce costs, improve decision-making, enhance customer service, and provide staff with better access to information.

Given the City's resource constraints, the approach will be pragmatic and collaborative. The project will begin with a comprehensive needs assessment, engaging stakeholders from key departments to share current workflows, identify pain points, and uncover opportunities for improvement. This assessment will serve as the foundation for designing an RFP for a solution that is tailored to the City's unique requirements and budget realities. Our proven vendor evaluation methods will help ensure the City selects a vendor whose solution aligns with its goals and offers the best value. The implementation phase will be carefully planned to minimize disruption to essential services, with a strong emphasis on change management, staff training, and risk mitigation.

Ultimately, this project is about more than just technology—it is about empowering the City to deliver better services to its residents, foster greater accountability, and build a sustainable foundation for future growth. By leveraging best practices and lessons learned from similar municipalities, the City will be positioned to make the most of its limited resources and achieve lasting improvements in efficiency and effectiveness.

How BerryDunn Can Help

With the City's goals and objectives in mind, we feel certain that we are well-positioned to partner with the City on this engagement. Below, we outline several attributes that we hope the City will consider as it determines the best path forward.

Our proud history serving the State's local government landscape and industry presence in State associations. Our consulting engagements in the State include work with nearly 40 cities, counties, and quasi-governmental agencies, many of which focused on addressing system replacement needs—including the Cities of Alameda, Corona, El Monte, Irvine, Livermore, Long Beach, Milpitas, Novato, Redding, San Leandro, San José, Santa Cruz, Simi Valley, and many others. We are also pleased to have employees who are actively involved in leading California-based industry associations. Notably, our proposed engagement manager, David Ledbetter, presented at the California Society of Municipal Officers' (CSMFO's) annual conference earlier this year on the topic *"Breaking Down Change Resistance,"* and we have presented on several other relevant topics at CSMFO and Municipal Information Systems Association of California (MISAC) conferences in recent years. This expansive

background and our deep experience with clients in the State will help ensure we bring firsthand insights, as well as industry, regional, and national best practices to the City's project.



Resources and depth of experience of an established, full-service large firm, with the ability to scale our services appropriately. With BerryDunn, the City will be served by a firm with extensive experience assisting clients in every stage of the enterprise system planning, selection, and implementation life cycle. In fact, we have conducted more than 200 comparable engagements for a variety of public-sector clients, including cities large and small, and more than half were ERP-specific. Through this, along with our independence from the vendor marketplace, we have become familiar with all major ERP vendors and the functionalities their systems provide while maintaining a vendor-agnostic approach that places the City's needs as our top priority. This includes familiarity with the City's current systems as well as those ERP systems it may consider in this process. Our team members have seen market changes and trends over the years, earning the trust of clients while assisting them in finding the best solution for their needs.



Our team of business process experts with experience migrating from Tyler Eden. With BerryDunn, the City will be served by a firm and a project team who are well-versed in local governmental operations and the functional and technical areas that support service delivery to internal and external stakeholders alike. Notably, our Local Government Practice Group is dedicated to serving public-sector clients, and 75% of our team members are former public-sector employees. Our team leverages their backgrounds, project experience, and knowledge of local government best practices to best identify ways in which to improve their clients' current environments. In combination, our team brings vast experience with ERP systems, including engagements in which Tyler Eden was replaced. Notably, we have assisted the Cities of El Monte, Irvine, and of Santa Cruz, California; City of Woodbury, Minnesota; Hamilton County, Indiana; Pitkin County, Colorado; Gallatin County, Montana; and Mesa County, Colorado in migrating from Tyler Eden. We are confident that the City will find value in our ability to leverage our experience with Tyler Eden to assess its current environment and prepare for a future solution that satisfies its nuanced system needs.

Firm Overview

BerryDunn is a nationally recognized professional services firm focused on inspiring organizations to transform and innovate. With 78 principals and 36 owners, BerryDunn employs more than 990 staff across 10 offices nationally.

Our Consulting Services Team employs more than 400 staff and has been serving state, local, and quasi-governmental agencies for over 30 years. From extensive project experience for more than 900 state, local, and quasi-governmental agencies, our team brings valuable perspectives to every engagement. Our firm provides a full range of professional services that supports our ability to complete tasks outlined by the City on this initiative. These include:

- **Software Planning and Procurement**
- **Software Implementation Project Management and Oversight**
- **Business Process Reviews**
- Enterprise and Departmental Strategic Planning
- Leadership and Organization Development
- Master Planning

- Organizational Change Management (OCM)
- Organizational, Operational, and Staffing Analyses
- Performance Analyses
- Cost of Service and Fee Studies
- Project Assessments and Remediation
- IT Assessments
- IT Strategic Planning

Figure 1 illustrates the overall organization of BerryDunn's Local Government Practice Group. We provide unparalleled expertise and unique insights across these practices, supporting more than 500 local government clients in solving some of their biggest challenges and planning for success. Our consultants have experience serving state and local government agencies, providing them with an in-depth understanding of government operations, staffing needs, budgetary constraints, and the business processes required to provide necessary services to the internal divisions and the constituents the City serves.

Figure 1: Local Government Practice Group Specialization



Our Highly Specialized Enterprise Digital Transformation Practice

Of note to the City, we have a dedicated **Enterprise Digital Transformation (EDT) Practice** that focuses on providing advisory services that address clients' technological and business process modernization needs. The EDT Practice offers more than 30 years of relevant consulting experience, as well as firsthand insights gained from team members' prior experience serving within local government organizations. Leadership and subject matter experts (SMEs) within the EDT Practice are aligned with focus areas that allow them to specialize and offer customized approaches based on a client's geographic area and community, size and resources, technical environment, stakeholder groups, and industry. For instance, our experience with ERP projects, our familiarity with Tyler Eden, and work with clients of similar size will benefit the City on this work effort. Having conducted more than 200 projects that span the system replacement life cycle

Client Testimonial

"I was always impressed with the professionalism and experience of the BerryDunn team. They had a depth of resources who had experience in a variety of different aspects of project management, human resources, accounting, technology, etc. This helped us to be more informed and able to bounce key ideas and decisions through a trusted resource who was an extension of our team. The level of experience they were able to provide would have been difficult for us to hire and/or cultivate out of our own team members. They achieved this by understanding the software technology space, while also understanding the different functional areas impacted by the project. Additionally, they understood project management principles and were able to ensure the right things were being completed at the right time to ensure timely project delivery along our planned timelines."

City of Redding, California
Greg Robinett, Finance Director

or include business process improvement as a core focal point or part of a larger initiative, we bring unique insights and industry best practices to every engagement. We understand the functionality of local government organizations, and we understand the processes, policies, people, and technology that support it. It is through this and our independence and objectivity that we serve as trusted advisors to our clients and strong proponents to the projects they conduct.

BerryDunn Bridge and Our Independence

BerryDunn Bridge is a program facilitated by our Local Government Practice Group. This program was developed to promote information sharing between public-sector software providers and our consultants and helps continually expand our own—and our clients'—understanding of the public-sector software landscape. BerryDunn Bridge provides opportunities to share our clients' needs with the software vendor community and gain knowledge of upcoming technological trends, recent product developments, and find target markets for software providers.

Public-sector software providers opt in to this program to establish a cadence of meetings between their team members and our own to keep up to date on industry and client trends. This includes knowledge-sharing opportunities ranging from focused discussions between management teams to software demonstrations with a broader audience of consulting staff. As a result of this program, we can best serve our clients and pass on our knowledge gained—including modern software system capabilities not currently being utilized or perhaps even previously contemplated by our clients.

BerryDunn is not affiliated with any specific vendor, allowing us to provide truly independent advisory services to our clients. In that respect, we recognize the importance of networking and continuous market research to help ensure we are apprised of industry best practices, emerging trends, and updates in the software vendor community.

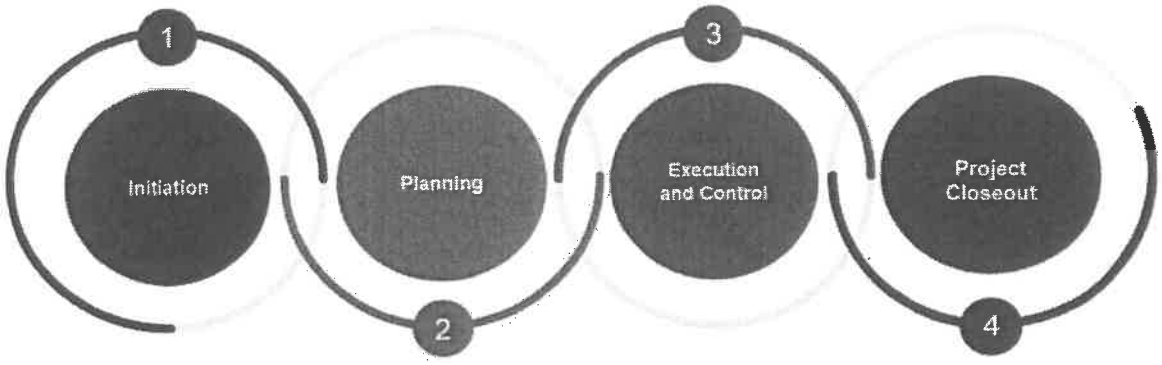
Methodologies and Technologies

Project management services are core to BerryDunn's consulting team. Our team has been called upon to provide project management, project advisory, and implementation oversight for numerous public-sector clients. Our experience includes leading teams comprised of BerryDunn project management personnel, business and technical analysts, client and vendor personnel, and SMEs. We consistently apply proven project management principles and scale them to meet the needs of each engagement, and many of our clients who retain us for system assessment and selection work also engage us to provide project management for system implementation.

BerryDunn's approach to providing the services requested by the City utilizes best practices and will be adapted to meet the needs of projects. BerryDunn will leverage the knowledge and experience we have gained over more than 30 years assisting government agency clients in similar projects to make the most effective use of staff time, minimize impact on daily operations, and meet agreed-upon deadlines.

Our team applies proven project management processes, tools, and techniques based on principles in A Guide to the Project Management Body of Knowledge (PMBOK® Guide), published by the Project Management Institute® (PMI®). and scales them to fit the specific needs of each project. Our approach includes applying standard processes across the project management life cycle. Figure 2 illustrates the phases of the Project Management Life Cycle, and the paragraphs that follow briefly describe BerryDunn's approach to each phase.

Figure 2: Project Management Life Cycle



Initiation: Establishing project structure and governing processes

Project initiation is signaled by acceptance of our proposal and successful negotiation of a contract.

Planning: An ongoing process...

Planning is not a one-time task, but an ongoing project management process. It entails clarifying deliverable expectations, identification and integration of tasks, estimation of effort and/or duration, allocation of appropriate resources, and development of strategies to mitigate any significant project risks. BerryDunn's project manager will conduct initial planning with the project team, as well as maintain and update planning documents throughout the engagement.

Execution and Control: Execute the plan and monitor, measure, and report outcomes.

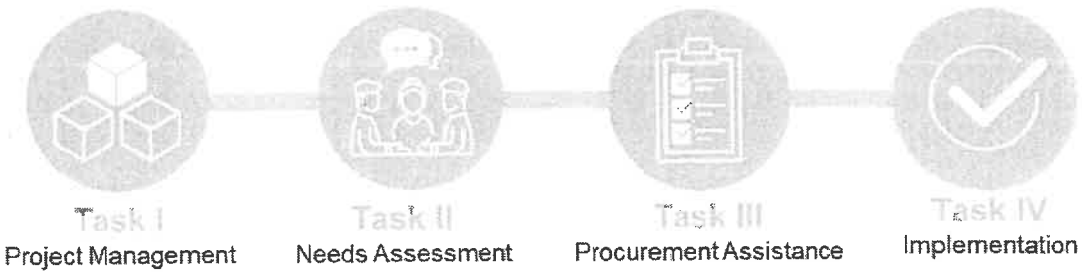
Throughout the course of the engagement, our team will apply their project management expertise and skills, as well as our established tools and techniques to direct project activities, review deliverables, leverage resources, facilitate communication, and monitor team function to achieve the expectations established in the contract and further refined by through initial and ongoing project planning.

Project Close: Are we there yet?

Project close activities and deliverables will validate that BerryDunn has met expectations for this project and tasks have been completed as agreed upon. Knowledge-transfer activities are designed to help ensure a smooth transition of our work to the City's project team.

Figure 3 below, presents a high-level overview of our proposed approach to completing the City's desired scope of work. Details of this approach can be found in **Section 8.7, and our proposed work plan in that section will include key milestones and processes we would employ.**

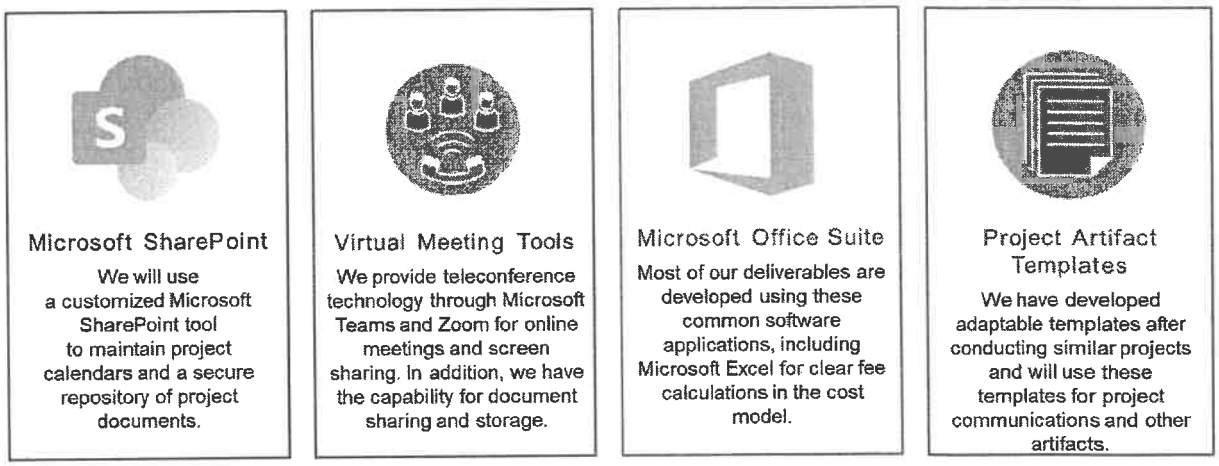
Figure 3: BerryDunn's Proposed Approach



Proposed Tools

For the daily management and undertaking of project tasks, we strive to avoid unnecessary delays, enhance productivity, promote collaboration, and minimize barriers to participation. To that end, we use technology that is familiar or intuitive to most users in addition to our project resources assembled from years of public-sector professional services, as detailed below in Figure 4.

Figure 4: Resources and Technology Toolkit



Information Required From the City

To help BerryDunn conduct a thorough needs assessment and evaluate business practices and workflows, the City should provide any available documentation and information that gives us a well-rounded picture of its current environment, pain points, and future goals. We will issue an information request during Task II: Needs Assessment Phase, requesting existing documentation (whether current or not) to help our team with independent review and gaining familiarity with the City prior to meeting with your staff. This information will be used to further clarify the current state and future state goals with your staff during fact-finding activities (Task 2.3 in our work plan). Information may be requested in the following areas – though it is noted that we do not expect the City to create any new documentation for this project:

Organizational Structure:

- Departmental organizational chart
- Roles and responsibilities of key staff involved in ERP-related functions
- Governance structure

Current Systems and Technology:

- Description of how Tyler Eden and any integrated or stand-alone systems (such as Quadrant for cash receipting and TraKiT for permitting) are utilized in the City
- System architecture diagrams and integration points
- Hardware and network infrastructure overview

Business Processes:

- Existing workflows for Finance, Payroll and HR, UB and customer services, and licensing and permitting
- Identification of any manual processes and work-arounds
- Any process maps or standard operating procedures (SOPs) currently in use

Data and Reporting:

- Examples of standard reports and dashboards used
- Data migration considerations
- Compliance requirements for financial reporting and audits

Budget and Resource Constraints:

- Available budget for ERP replacement
- Staffing limitations for project participation
- Any grant or funding opportunities tied to modernization

Strategic Goals:

- Strategic plans
- Desired outcomes
- Timeline expectations

Policies and Regulations

- Procurement policies
- Data security and privacy standards
- Compliance mandates impacting ERP functionality

8.5 Experience Performing Similar Services

Commitment to the State

The City will benefit from BerryDunn's demonstrated commitment to serving public-sector clients in the State. We have developed a strong understanding of the public-sector landscape in the State through recent or ongoing consulting engagements with the clients listed below.

- Bay Area Air Quality Management District
- California State University – Bakersfield, Chico, Long Beach, Los Angeles, and San Marcos
- City of Alameda
- City of Belmont
- City of Camarillo
- City of Capitola
- City of Corona
- City of Coronado
- City of El Monte
- City of Fountain Valley
- City of Indio
- City of Irvine
- City of La Mesa
- City of Lake Elsinore
- City of Livermore
- City of Long Beach
- City of Menifee
- City of Milpitas
- City of Modesto
- City of Monterey Park
- City of Novato
- City of Oxnard
- City of Palmdale
- City of Pasadena
- City of Redding
- City of Redlands
- City of Redwood City
- City of Richmond
- City of San José
- City of San Leandro
- City of Santa Cruz
- City of Santa Maria
- City of Santa Monica
- City of Santee
- City of Simi Valley
- City of Sunnyvale
- City of Villa Park
- Coachella Valley Association of Governments
- Coachella Valley Water District
- Cosumnes Community Services District
- Covered California
- Imperial County
- Jurupa Area Recreation and Park District
- Kern County
- Lake Tahoe Community College
- Mt. San Antonio College
- Oceanside Public Library
- Sacramento Municipal Utility District
- San Luis Obispo County
- Santa Clara County
- Santa Cruz County
- Santa Monica College
- Sonoma County
- Sonoma Resource Conservation District
- South Pasadena Public Library
- Southern California Library Cooperative
- Stanislaus County
- Town of Los Gatos

We also take pride in our local presence, as we have several employees who reside in the State and/or have worked in the State's local government landscape. We will leverage their insights and expertise when and where it will most benefit the City.

References

The greatest testament to our high-quality work is the expressed satisfaction shared by our clients. Below, we describe and provide contact information for several recent projects for the City's consideration. These clients can speak well to the quality and satisfaction we deliver on comparable engagements.

City of Avondale, Arizona

HR System Selection and ERP Implementation Project Manager
04/2020 – 12/2022
Contract Amount: $124,500

Josh Davis, System Administrator
623.333.5000 | jdavis@avondaleaz.com

Avondale
Aspiring. Achieving. Accelerating.

As part of a broader initiative to modernize its operations following the implementation of a new ERP and UB system, the City of Avondale engaged BerryDunn to evaluate the use and effectiveness of its existing HR and Payroll applications. The City aimed to identify process inefficiencies, assess system utilization, and receive strategic recommendations for improvement. BerryDunn facilitated collaborative improvement discussions with key stakeholders from both the City and its software vendors. In August 2022, the City formally retained BerryDunn to conduct a comprehensive review of payroll operations, focusing on current challenges and opportunities to enhance efficiency and accuracy. Through this engagement, BerryDunn demonstrated its ability to support the City with thoughtful, data-informed assessments that resulted in practical, measurable improvements to operational effectiveness. As a result of the process improvement project, the City chose not to procure new software but improve the existing systems and integration capability.

Consumnes Community Service District, California

Professional Consulting Services for ERP System and Implementation Services
01/2025 – Present
Contract Amount: $139,400

John Ebner, Program Manager
916.405.5331 | johnebner@CosumnesCSD.gov

COSUMNES
COMMUNITY SERVICES DISTRICT

Consumnes Community Service District (the District) contracted BerryDunn to assist with the selection and implementation of a modernized ERP system. This project aimed to establish an ERP RFP soliciting proposals for an updated Tyler ERP system. BerryDunn has supported the District by facilitating many of the same tasks as proposed to the City, such as development of a detailed Needs Assessment Report documenting the current state of software use, developing an RFP Package, and leading the District through the solicitation and evaluation process as the District received proposals. The District is currently in the final stages of the evaluation process as it works toward selecting a new software provider. Our contract includes additional phases and funding to support the District during the migration to the new software provider, acting as the full-time project manager on behalf of the District.

City of Milpitas, California

Financial Management Software Selection and Implementation Oversight
04/2024 – Present
Contract Amount: $375,500

Luz Cofresí-Howe, Finance Director
408.586.3111 | lcofresi-howe@milpitas.gov

The City of Milpitas engaged BerryDunn to provide project management and OCM support in its transition from its Cayenta financial systems to the Tyler EERP (Munis) system. BerryDunn was retained to act as project manager, which included a phase for financials and a phase for HR/Payroll. BerryDunn's role as full-time project manager is to streamline the system implementation by working closely with both Tyler Technologies and the City in the areas of contract management, planning, implementation project management, resource management, and change management. The City has had turnover in critical positions and has remained on track for their go-live occurring in July 2025.

City of El Monte, California

Munis software as a service (SaaS) Project Management and Implementation

01/2025 – Present

Contract Amount: $840,225

Veronica Alvarez, Interim Finance Director
626.580.2029 | valvarez@elmonteca.gov

The City's Finance Department selected Tyler EERP to replace its previous Tyler Eden Financial, UB, and HR system and retained BerryDunn to provide project management of the implementation. Our focus is to support the diverse and evolving needs of the project and help ensure a seamless transition from the on-premises Eden software to EERP, a SaaS cloud-based solution. The project is separated into three phases: implementation of Finance, HR/Payroll, and UB modules. BerryDunn is providing full-time project management services, acting as the City's project manager and the primary point of contact with Tyler during this process. Our team participates in vendor-led project management meetings, assists with tracking open items and overseeing the completion of homework tasks assigned by Tyler, participates in the as-is/to-be configuration analysis and setup, and oversees testing and training activities, and we supported the City as it went live for the Finance phase of the project in October of this year. BerryDunn is actively supporting the City with its Human Capital Management (HCM)/Payroll and UB phases.

City of Woodbury, Minnesota

ERP Conversion and Upgrade

09/2022 – 10/2025

Contract Amount: $380,550

Angela Gorall, Assistant City Administrator
651.714.3573 | angela.gorall@woodburymn.gov

The BerryDunn team assisted the City throughout its ERP conversion and Tyler Eden replacement project. As part of the engagement, BerryDunn provided implementation project oversight, contributed to system configuration and business process analysis, facilitated user acceptance testing, supported end-user training, and conducted go-live readiness assessments to help ensure a smooth and successful transition.

Systems Consulting

BerryDunn has extensive experience in providing a variety of system consulting services to clients similar in size and complexity to the City. In Table 1, we have included a summary of public-sector system consulting projects with which our firm has assisted **in the last seven years.** We have also provided population data for additional context.

Table 1: Systems Consulting Experience

	BerryDunn's Involvement						
	Needs Assessment	*Requirements Definition*	*RFI/RFP Development*	*Evaluation Criteria Development*	*Vendor Selection*	*Contract Negotiations and Approval*	*Implementation Assistance*
Counties and Regional Governments							
Adams County, Colorado (519,570)	•	•	•	•	•	•	•
Berks County, Pennsylvania (415,000)	•	•	•	•	•	•	
Calumet County, Wisconsin (53,000)	•	•	•				
Carver County, Minnesota (102,100)						•	•
Chesterfield County, Virginia (353,000)	•	•	•	•	•	•	
Clark County, Washington (488,000)	•	•	•	•	•	•	•
Coconino County, Arizona (140,000)						•	•
Doña Ana County, New Mexico (218,000)	•	•	•	•	•	•	
Ellis County, Texas (185,000)	•	•	•	•	•	•	•
Fauquier County, Virginia (75,600)						•	•
Goochland County, Virginia (23,000)	•	•	•	•	•	•	•
Hamilton County, Indiana (338,000)	•	•	•	•	•	•	•
Henrico County, Virginia (325,000)	•	•	•	•	•		
Imperial County, California (180,000)	•	•	•				
Kaua'i County, Hawai'i (72,000)	•	•	•	•	•		
King George County, Virginia (28,000)	•	•	•	•	•	•	
Maui County, Hawai'i (167,000)	•	•	•	•	•	•	
McLean County, Illinois (170,000)	•	•	•	•	•	•	
Mesa County, Colorado (162,000)	•	•	•	•	•	•	•

	BerryDunn's Involvement						
	Needs Assessment	*Requirements Definition*	*RFI/RFP Development*	*Evaluation Criteria Development*	*Vendor Selection*	*Contract Negotiations and Approval*	*Implementation Assistance*
Middlesex County, Virginia (10,900)	•	•	•	•	•	•	
Minnehaha County, South Dakota (183,000)	•	•	•	•	•	•	•
Mobile County Health Dept, Alabama (415,000)	•	•	•	•	•	•	•
Monroe County, Florida (74,000)	•	•	•	•	•	•	•
Montgomery County, Pennsylvania (831,000)	•	•	•	•	•	•	•
Morrow County, Oregon (12,000)	•	•	•	•	•	•	•
Outagamie County, Wisconsin (184,000)	•	•	•	•	•	•	•
Peoria County, Illinois (179,000)	•	•	•	•	•	•	•
Person County, North Carolina (39,000)							•
Saginaw County, Michigan (191,000)	•	•	•	•	•	•	•
Scott County, Iowa (166,000)	•	•	•	•	•	•	•
Sheboygan County, Wisconsin (118,000)						•	•
Sonoma County, California (488,000)	•	•	•	•	•	•	
Stearns County, Minnesota (164,000)	•	•	•	•	•	•	
Sussex County, Delaware (200,000)	•	•	•	•	•	•	•
Wake County, North Carolina (1,129,000)	•	•	•	•	•	•	•
Warren County, Virigina (42,000)	•	•	•	•	•	•	•
Waukesha County, Wisconsin (407,000)	•	•	•	•	•	•	
Yamhill County, Oregon (107,000)	•	•	•	•	•	•	•
Municipalities							
City of Alameda, California (79,000)							•
City of Amarillo, Texas (199,000)	•	•	•	•	•	•	•
City of Aurora, Colorado (369,000)	•	•	•	•	•	•	•
City of Avondale, Arizona (85,000)	•	•	•	•	•	•	•

	BerryDunn's Involvement						
	Needs Assessment	*Requirements Definition*	*RFI/RFP Development*	*Evaluation Criteria Development*	*Vendor Selection*	*Contract Negotiations and Approval*	*Implementation Assistance*
City of Beaverton, Oregon (97,000)	•	•	•	•	•	•	•
City of Bettendorf, Iowa (40,000)	•	•	•	•	•	•	•
City of Boca Raton, Florida (91,000)	•	•	•	•	•	•	•
City of Boulder, Colorado (105,000)							•
City of Brighton, Colorado (40,000)	•						
City of Broken Arrow, Oklahoma (112,000)	•	•	•	•	•	•	•
City of Burlington, Vermont (43,000)							•
City of Cedar Falls, Iowa (41,000)	•	•	•	•	•	•	•
City of Cedar Park, Texas (77,600)	•	•					
City of Cleveland, Ohio (365,000)	•	•	•	•	•	•	•
City of Coral Springs, Florida (128,000)	•	•	•	•	•	•	•
City of Danville, Virginia (41,000)	•	•	•	•	•	•	
City of Denton, Texas (170,000)	•	•	•	•	•	•	
City of DeSoto, Texas (53,000)	•	•	•	•	•	•	
City of Detroit, Michigan (675,000)	•	•	•	•	•	•	•
City of Dover, Delaware (37,453)	•	•	•	•	•	•	•
City of Duncanville, Texas (40,000)							•
City of Edina, Minnesota (52,000)	•	•	•	•	•	•	•
City of El Monte, California (109,000)							•
City of Fargo, North Dakota (122,000)	•	•	•	•	•	•	
City of Farmers Branch, Texas (35,000)	•	•	•	•	•	•	•
City of Fort Collins, Colorado (165,000)	•	•					
City of Fountain Valley, California (56,000)	•	•	•	•	•	•	•
City of Frisco, Texas (177,000)	•	•	•	•	•	•	•
City of Gahanna, Ohio (35,000)	•	•	•	•	•	•	•
City of Gaithersburg, Maryland (68,000)	•						

	BerryDunn's Involvement						
	Needs Assessment	*Requirements Definition*	*RFI/RFP Development*	*Evaluation Criteria Development*	*Vendor Selection*	*Contract Negotiations and Approval*	*Implementation Assistance*
City of Garland, Texas (238,000)	•						
City of Glendale, Arizona (237,000)	•	•	•	•	•	•	•
City of Grand Prairie, Texas (193,837)							•
City of Helena, Montana (32,000)	•	•	•	•	•	•	•
City of Independence, Missouri (117,000)	•	•	•	•	•	•	•
City of Irvine, California (273,000)	•	•	•	•	•	•	•
City of Irving, Texas (230,000)	•	•	•	•	•	•	•
City of Jacksonville, North Carolina (73,000)	•	•	•	•	•	•	
City of La Mesa, California (60,000)	•						
City of Lakeville, Minnesota (64,000)	•	•	•	•	•	•	•
City of Lawrence, Kansas (96,000)	•	•	•	•	•	•	•
City of Livermore, California (90,000)	•	•	•	•	•	•	
City of Long Beach, California (470,000)							•
City of Mansfield, Texas (70,000)	•	•	•	•	•	•	
City of Midland, Texas (119,000)	•	•	•	•	•	•	•
City of Milpitas, California (75,600)							•
City of Minot, North Dakota (48,000)						•	•
City of Ormond Beach, Florida (42,000)							•
City of Pasadena, California (140,000)	•	•	•	•	•	•	•
City of Philadelphia, Pennsylvania (1,581,000)	•	•					•
City of Plano, Texas (287,000)	•	•	•	•	•	•	•
City of Redding, California (92,000)	•	•	•	•	•	•	•
City of Richland, Washington (53,000)	•	•	•	•	•	•	•
City of San Leandro, California (90,000)	•	•	•	•	•	•	•
City of Santa Fe, New Mexico (70,000)	•	•	•	•	•	•	•

	BerryDunn's Involvement						
	Needs Assessment	*Requirements Definition*	*RFI/RFP Development*	*Evaluation Criteria Development*	*Vendor Selection*	*Contract Negotiations and Approval*	*Implementation Assistance*
City of Santa Cruz, California (63,000)	•	•	•	•	•	•	•
City of Simi Valley, California (126,000)							•
City Spokane Valley, Washington (98,000)	•	•	•	•	•	•	•
City of St. Charles, Missouri (70,000)	•	•	•	•	•	•	
City of Stillwater, Oklahoma (50,000)	•	•	•	•	•	•	
City of Sugar Land, Texas (89,000)			•	•	•	•	•
City of Surprise, Arizona (121,000)	•	•	•	•	•	•	•
City of Tampa, Florida (388,000)	•	•	•	•	•	•	•
City of Toledo, Ohio (265,000)	•	•	•	•	•	•	
City of Tucson, Arizona (525,000)	•	•	•	•	•	•	•
City of Weatherford, Texas (31,000)	•	•	•	•	•	•	•
City of Wheat Ridge, Colorado (31,000)	•	•	•	•	•	•	
City of Wilmington, North Carolina (117,000)	•	•	•	•	•	•	•
City and Schools of Worcester, MA (206,500)	•	•	•	•	•	•	•
Town of Front Royal, Virginia (16,000)	•	•	•	•	•		
Village of Oak Park, Illinois (52,000)	•	•	•	•	•	•	•
Regional and Special Purpose							
Coachella Valley Association of Governments, California (represents 10 cities, one county, and four Native American tribes)	•	•	•	•	•	•	•
Chicago Metropolitan Agency for Planning, Illinois (CMAP) (2,710,000)	•	•	•	•	•	•	•

	BerryDunn's Involvement						
	Needs Assessment	*Requirements Definition*	*RFI/RFP Development*	*Evaluation Criteria Development*	*Vendor Selection*	*Contract Negotiations and Approval*	*Implementation Assistance*
City-County Information Technology Commission (CCITC), Wisconsin (serves Marathon County, the City of Wausau, three counties' healthcare, four police departments, and Marathon Public Library System)	•	•	•	•	•	•	
Consumnes Community Services District, California (210,000)	•	•	•	•	•	•	
Lafayette Consolidated Government, Louisiana (242,000)	•	•	•	•	•	•	
Louisville/Jefferson County Metro, Kentucky (740,000)	•	•	•	•	•	•	•
Loveland Housing Authority, Colorado (organization assists 1,200 households)	•	•	•	•	•	•	
Madison Metropolitan Sewer District, Wisconsin (429,000)	•	•	•	•	•	•	
Metropolitan Government of Nashville and Davidson County, Tennessee (684,000)	•	•	•				•
Omaha-Council Bluffs Metropolitan Area Planning Agency, Nebraska (968,000)	•	•	•	•	•	•	
Tri-County Health Department, Colorado (1,400,000)	•	•	•	•	•	•	•
Waste Commission of Scott County, Iowa (175,000)	•	•	•	•	•	•	

ERP Familiarity

Table 2, on the following page, describes our experience with ERP software vendors, including those that we have reviewed as part of systems planning engagements and those that clients selected for implementation. Our experience assessing a wide variety of vendors means that we understand the capabilities and limitations of today's systems—including past and ongoing experience with clients using Tyler Eden.

Our knowledge of today's systems is not only broad in terms of the number of vendors our clients have evaluated through our engagements; our team also has a significant depth of expertise in assessing the full suite of modules offered by these vendors and providing client-side project management during the implementation of many of these systems. The table below presents a representative sample of vendors

that our clients have reviewed during assessment and selection projects, and Figure 5 highlights our experience with various functional areas.

Table 2: Enterprise System Vendors

Software Vendor Marketplace Experience			
ADP	ClearGov	Maven Asset	Service Maestro
Accela	Cogsdale	Microsoft Dynamics (D365)	Service Now
Accruent	Continental Utility Solutions	NeoGov	Springbrook
Advanced Utility Systems	Data Transfer Solutions	Northstar Utilities	SpryPoint
Agility CIS	Hansen	NovoTx	Systems and Software
AMCS	Hexagon	OpenGov	Trimble
AssetWorks	Hiper Web	Oracle Fusion Cloud	Tyler Technologies
BAI	IBM	Oracle Netsuite	UKG
Brightly Software	Infor	Origin Utility	Unit4
BS&A	Innoprise	Paycor	Univerus
Cayenta	Itineris	Paylocity	Utegration
CentralSquare	Keystone	RTA	Utility Solutions Partners
Dayforce	KloudGin	SADSystems	Vertex One
CGI	MaintStar	Sage	Workday
CityWorks		SAP ByDesign	zLink

Figure 5: Functional Areas

Financial Management

- Accounting, Finance, General Ledger
- Accounts Payable
- Accounts Receivable
- Budgeting
- Check Reconciliation
- Grant Management
- Payroll
- Procurement, Purchasing
- Project Accounting
- Treasury Management

Human Capital Management

- Applicant Tracking
- Benefits
- Certificates and Training
- Employee Timecard
- Human Resources
- Learning Management
- Payroll
- Performance Management
- Personnel
- Recruiting
- Time Entry, Scheduling

Tax, Billing, Collections

- Cash Receipts
- Credit Card Functionality
- Debt Service Management
- Miscellaneous Billing
- Payment Card Processing
- Point of Sale
- Revenue Collections
- Tax Billing and Collections

Permitting and Land Use

- Building Permits and Licenses
- Code Enforcement
- Computer Assisted Mass Appraisal
- Electronic Plan Review
- GIS
- Inspections
- Land Management
- Permitting
- Planning and Zoning

Public Safety

- Computer-Aided Dispatch
- Fire Records Management
- Records Management

Enterprise Asset Management

- Facilities Management
- Fixed/Capital Asset Management
- Fleet Management
- Inventory Management
- Work Orders

Utility Billing

- Customer Information Management
- Service Order Management
- Utility Management and Billing

Customer Relationship Management

- Customer-Facing Web Interface
- Customer Information Management
- Request for Service

Justice

- Municipal Court
- Jail Management
- Probation Management
- Prosecution Management

Other

- Business Intelligence
- Clerk/Recorder
- Contract Management
- Document Management
- Electronic Health Records
- Occupational Licensing
- Special Assessments

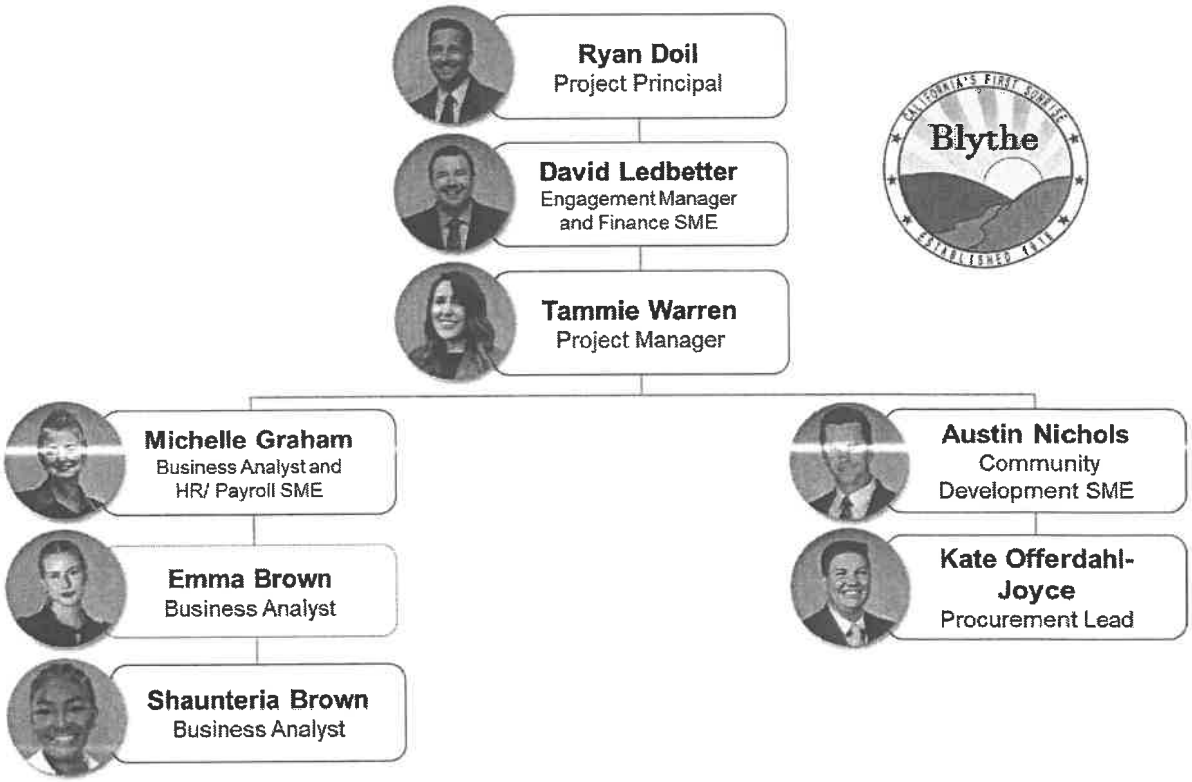
8.6 Key Staff

Organizational Chart

At BerryDunn, we believe in the synergy that accompanies a team approach. That said, we have carefully assembled a project team with unique and specialized qualifications that coincide with the needs and desired outcomes of the City. **These project team members will remain committed, available, and assigned to perform the City's requested work effort.**

Figure 6 describes the organizational structure of our project team, followed by a listing of project staff. It should be noted we do not intend to subcontract any portion of the City's desired scope of work.

Figure 6: Organizational Chart



Roles, Responsibilities, and Qualifications

Below and on the following pages, we list our project team members' experience, qualifications, specific references, and expertise as they relate to projects of this nature and work with comparable local government clients. Our project team members' full resumes can be found in **Appendix A** for further review.

Project Manager



Tammie Warren, PMP®, ITIL®4 | Project Manager

Tammie Warren, Senior Consultant

Proposed Project Manager

207.347.6456

tammie.warren@berrydunn.com

Tammie is a senior consultant and results-driven business leader with experience in project management, management of large-scale, multi-state enterprise systems and over 12 years focused on HR- and Finance-related business operations. She is highly skilled in interpreting and analyzing business processes, with a passion for problem solving and delivering solutions and experience with working with cross-functional teams and facilitating the successful execution of project objectives and milestones. While working with the IDEA Public Schools in Weslaco, Texas, she provided ERP project management for highly complex systems and integrations as well as analysis and design for multifaceted business processes. Recently, Tammie has supported the Cosumnes Community Services District, City of Milpitas, and Sonoma County in their software transformation projects.

As the **project manager,** Tammie will act as primary liaison with the City and will be responsible for maintaining a constructive and clear line of communication between City staff and BerryDunn. Tammie will monitor project progress, track the initiation and completion of tasks and milestones, and facilitate our meetings and project activities. **Below are two references for projects where Tammie has served as project manager.**

Consumnes Community Service District, California

John Ebner. Program Manager

916.405.5331 | johnebner@CosumnesCSD.gov

Consumnes Community Service District (the District) contracted BerryDunn to assist with the selection and implementation of a modernized ERP system. This project aimed to establish an ERP RFP soliciting proposals for an updated system. BerryDunn has supported the District by facilitating many of the same tasks as proposed to the City in our scope, such as development of a detailed Needs Assessment Report documenting the current state of software use, developing an RFP Package, and leading the District through the solicitation and evaluation process as the District received proposals. The District is currently in the final stages of the evaluation process as it works toward selecting a new software provider. BerryDunn is under contract to support the District during the migration to the new software provider, acting as the full-time project manager on behalf of the District.

City of Woodbury, Minnesota

Angela Gorall, Assistant City Administrator

651.714.3573 | angela.gorall@woodburymn.gov

The BerryDunn team assisted the City throughout its ERP conversion and replacement project. As part of the engagement, BerryDunn provided implementation project oversight, contributed to system configuration and business process analysis, facilitated user acceptance testing, supported end-user training, and conducted go-live readiness assessments to help ensure a smooth and successful transition.

Additional Key Staff



Ryan Doil, MBA, Prosci® CCP, CPPB, NIGP-CPP | Project Principal

Ryan is a principal in the Local Government Practice Group with over 16 years' experience who focuses on ERP system selection and implementation activities, having been involved in over 130 municipal software system planning and implementation projects. He is a Certified Professional Public Buyer (CPPB), Certified Procurement Professional (NIGP-CPP), and member of the National Institute of Government Procurement (NIGP). Ryan brings more than five years of experience in a federal procurement role and has managed projects similar in scope and size to the services requested by the City for a number of BerryDunn clients. Ryan is skilled in managing the challenges and constraints for complex, enterprise-wide projects, such as the one planned by the City. He has led and assisted in the assessment of current environments, helped define future system requirements through a collaborative and structured system evaluation process, and been involved in overseeing the implementation of a variety of software systems.

As the **project principal,** Ryan will have overall responsibility for the services we have proposed to the City. He will help ensure commitment of our firm and appropriate resource allocation and will review and approve all deliverables in accordance with BerryDunn's quality assurance processes. He will also provide leadership support to our project lead and project team, as needed.



David Ledbetter, PMP®, Prosci® CCP | Engagement Manager/Finance SME

David is a senior manager in our Local Government Practice Group with over 10 years' experience in systems planning, selection, and implementation engagement with local government clients. He focuses on finance and administration-related projects, including business process analysis, system selection and implementation, and OCM activities. He has managed more than 65 implementations and brings a unique set of qualifications to this role, having experience serving as finance administrator for Whitman County, WA. As finance administrator, David served as liaison for the county auditor to implement a new ERP software suite, prepare financial reports, and lead change management initiatives.

As the **engagement manager/finance SME,** David will work with the project manager to monitor the project's progress, track the initiation and completion of tasks and milestones, and oversee the work of our project team. He will also assist in the examination of the City's financial functions and provide expertise as it relates to developing sound business requirements and procuring for a supportive solution.



Michelle Graham, MS, MBTI, CPM | Business Analyst and HR/Payroll SME

Michelle is a senior consultant in our Local Government Practice Group with experience managing and executing various types of projects and initiatives while maintaining a constant focus on organizational development and HCM. Prior to joining BerryDunn, Michelle held various leadership roles for the City of Pearland, Texas, for more than 20 years. Her experience includes six years as director of HR and more than 15 years of parks and recreation leadership. She has a proven track record in employee retention and has earned multiple departmental and individual awards for her initiatives. She utilizes her professional skills, abilities, ethics, experience, and education to focus on the clients' needs and provide for meaningful work.

As the **business analyst and HR/Payroll SME,** Michelle will provide general business analysis support to the project team as it relates to facilitating meetings, preparing status reports, and developing project deliverables in a timely manner. She will support the team by assessing the City's current HR and Payroll functions and provide expertise as it relates to developing sound business processes and procuring for a supportive employee-centric future state.



Emma Brown | Business Analyst

Emma is consultant in BerryDunn's Local Government Practice Group and brings a strong background in client work and cross-team collaboration. Her ability to combine data, processes, and technology highlights her commitment to quality analysis and client satisfaction. Further, Emma's attention to detail and communication skills help enable her to convey complex information effectively.



Shaunteria Brown, PMP®| Business Analyst

Shaunteria is a consultant at BerryDunn with over five years in project coordination, business analysis, and digital marketing. Shaunteria is skilled in process documentation, requirement management, and risk mitigation. She has delivered quality results under tight deadlines, optimized workflows, and collaborated cross-functionally.

As **business analysts,** Emma and Shaunteria will provide general business analysis support to the project team as it relates to facilitating meetings, preparing status reports, and developing project deliverables in a timely manner, and help assess the City's current environment, develop requirements, and form recommendations across functional areas.



Austin Nichols, MBA | Community Development SME

Austin is a manager in our Local Government Practice Group who has led multiple software and system assessment and replacement projects. He has led several process improvement projects for building and permitting departments. These projects involved assessing the use of software for diagramming, planning, permitting, and plan review. As a result, Austin excels at developing action plans through understanding stakeholder requirements, setting goals with measurable outcomes, managing project risks and issues, and providing transparent communication throughout the life cycle of the endeavor. He regularly leads as-is and to-be process diagramming initiatives for building, permitting, and development services departments, and he excels at helping clients to identify and implement opportunities for improvement. He has served as project manager for comparable projects with the Cities of Tempe and Scottsdale, Arizona, and Kern County, California.

As **community development SME**, Austin will apply his subject matter expertise with community development processes and software, leverage his experience by assessing business processes and making recommendations to address gaps, and support the project team with developing project deliverables.



Kate Offerdahl-Joyce, NIGP-CPP | Procurement Lead

Kate is a manager in our Local Government Practice Group who focuses on procurement and contract analysis, having led more than 30 municipal clients through comparable system selection projects – including numerous clients within California. They bring more than 15 years of procurement, process improvement, and recommendation implementation experience. With a strong background in project management, Kate has hands-on experience working with a wide array of teams and organizations to improve business processes to be more efficient, user-friendly, and time and cost-effective. Kate is also a NIGP-CPP.

As the **procurement lead,** Kate will oversee the RFP processes with the City as well as provide perspective on procurement process, contract negotiations and approval process, and best practices.

Additional Support | The BerryDunn Team

BerryDunn's Consulting Services Group includes more than 400 consultants, including more than 80 Local Government Practice Group consultants who specialize in supporting public-sector clients in areas include public safety, public works, utilities, community development, and parks, recreation, and libraries. As needed, our project team will draw on the support of our vast pool of business analysts and SMEs. These consultants will provide in-depth knowledge of various aspects of local government and support the project team with efforts related to fact-finding, research, and deliverable development.

8.7 Proposed Scope of Work

Overview

BerryDunn strives to be flexible when it comes to developing and executing an effective work plan, and our past clients have appreciated our willingness to adapt to their needs. BerryDunn will drive the project forward while balancing the constraints of City stakeholders. This mindset plays a foundational role in how we measure the success of our portfolio of similar projects.

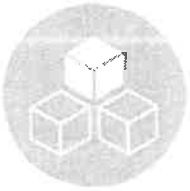
Our approach to executing the City's scope of work is outlined below and designed to incorporate consistent project management best practices with each of the City's key deliverables and tasks. Our intent is to work with staff to help ensure we make the best use of your time. Ultimately, consistent collaboration can help promote buy-in and understanding for final recommendations.

The overarching benefits the City can expect of our approach include:

- A methodology based on our extensive experience conducting similar projects
- Quality assurance processes that incorporate the City's review and approval of all deliverables and key milestones
- Built-in project and OCM best practices that focus on keeping the project on time, on budget, and progressing at a healthy pace for the City's stakeholders to give input in the information-gathering and fact-finding process and understand final recommendations
- A needs assessment that will include all functional areas within scope and focus on how those areas interact with each other and integrate with existing systems
- Thorough business process improvement activities, helping the City identify root causes of process and/or system deficiencies
- A focus on taking full advantage of the newest technology and harnessing efficiencies by reviewing business practices or implementing technology to enhance existing business processes performed by individual departments and those performed across the City
- An ability to satisfy all requirements set forth in the City's scope of work

Details

Below and on the following pages, we provide details of our work plan to conduct the City's project effectively and efficiently.



TASK I: PROJECT MANAGEMENT

During this phase of the project, we will establish a solid project structure to help ensure alignment, accountability, and progress throughout the engagement. We will:

- Develop and present a comprehensive project plan with clear milestones, deliverables, and timelines
- Establish a governance structure including a project steering committee and working groups
- Define project roles and responsibilities, including City and consultant team members
- Formalize a communication plan
- Facilitate regular check-ins, progress updates, and steering committee meetings
- Identify project risks and provide mitigation strategies

1.1 Initial Project Planning

We will conduct an initial project planning work session with the City's project management team to:

- Introduce key team members
- Clarify project scope, goals, objectives, and known project constraints
- Determine what work will take place on-site
- Refine dates and/or tasks, as appropriate
- Identify risks and issues
- Develop an MS Teams and/or SharePoint Collaboration site
- Schedule and plan for a project kickoff meeting and introductory meetings with departmental staff
- Develop the Project Management Plan and Project Schedule

We will discuss our approach for managing communications between BerryDunn and the City, as well as our approach to scope, risk, and resource management. We will also establish a governance structure including a project steering committee and working groups and assist the City in identifying stakeholders and/or stakeholder groups to include in the assessment process. These discussions will help us to refine our currently proposed Project Work Plan and Project Schedule, as well as inform introductory meetings with departmental staff. A component of the Project Work Plan is a detailed communication plan that will define the role of BerryDunn (the Consultant) and City staff. This will also include targeted communications throughout the ERP vendor selection, and subsequent communication plans will be a part of the implementation framework.

1.2 Project Work Plan and Project Schedule ◄ Deliverable 0A

Based on the information gathered from our project planning and introductory meeting, we will develop a Project Work Plan and Project Schedule. The plan will define the organizational structure of the project, the project team's responsibilities and reporting relationships, and project approach, tasks, milestones, deliverables, and timelines for scope of work for the management of cost, schedule, and resources. The Project Work Plan and Project Schedule will also include agreed-upon procedures between BerryDunn and the City related to project control, including quality management and deliverable submission/acceptance management. After providing draft versions of these materials in advance, we will facilitate a work session with the City's project team to review the drafts and solicit feedback. We will incorporate the City's feedback and finalize the documentation before distributing it in final form.

1.3 Project Status Updates ◄ Deliverable 0B

We will develop a status report template and provide ongoing biweekly status updates to the City's project management team to help ensure alignment with project goals. We will use these meetings to describe the activities and accomplishments for the reporting period; plans for the upcoming month; risks or issues encountered during the reporting period; and mitigation strategies to address the risk or issues encountered. We will also use these meetings to highlight work products and approaches that will contribute to deliverable development. In addition to biweekly status updates, we will conduct executive leadership update sessions at critical junctures in the project.

TASK II: NEEDS ASSESSMENT



During this phase of the process, we will:

- Request information on the legacy system and current third-party applications. We will also request organizational information that will be useful during our fact-finding process.

- Thoroughly evaluate the current Tyler Eden system, including third-party applications and shadow systems. The evaluation will encompass functionality gaps, integration points, pain points for staff, and incorporate required historical information resident in existing applications. The evaluation will include evaluations of land management, revenue management, permits, inspections, code enforcement, and UB functions
- Gather staff input regarding areas of concern and input that will augment specifications for the future solution
- Develop an actionable Needs Assessment Memo containing an objective analysis of the current systems' strengths and weaknesses and opportunities for improvement, provide a clear understanding of current business processes, confirm technology and system utilization, and identify options for the future systems environment
- Present the Needs Assessment Memo to the City leadership

2.1 Web Survey and Information Request

We will develop both an information request and a strengths, weaknesses, opportunities, and threats (SWOT) web survey to help us gather applicable information and gain a foundational understanding of the City's current state. The survey will be tailored in collaboration with the City's project team to help ensure alignment with local context and priorities and issued to core stakeholders whose input will shape our understanding of current system challenges and future opportunities.

Concurrently, we will provide the City with an information request sheet to gather available documentation (e.g., organizational charts, documentation on existing systems, and requirements). These initiation documents will also include an announcement memo and functional area listing. Once complete, we will review the SWOT web survey, announcement memo, and functional area listing with the City in a work session to solicit feedback before updating them to final.

2.2 On-Site Kickoff Meeting

We will prepare for and facilitate a project kickoff meeting with all project participants to outline the project schedule, expected participation, discuss intended outcomes, and gain initial feedback and perspectives from the group prior to beginning the in-depth fact-finding meetings.

2.3 On-Site Fact-Finding Meetings

Following the project kickoff meeting, we will conduct a series of interviews with the City's departmental representatives across agreed-upon key functional areas such as:

- Finance
- HR
- Police Department
- Public Works
- Utilities
- Community Development
- Parks and Recreation

This will allow us to gain a detailed understanding of the systems, workflows, strengths and challenges, reporting needs, and tools that currently support City operations. We will provide City staff with an outline of topics to be prepared to discuss during the fact-finding meetings, prompting staff to be prepared to discuss system functionality that may not exist in the current environment but they feel should exist in the future environment; impediments created by the current system; potential opportunities for improvement in the use of technology as well as policies and procedures; and other topics. Our team is experienced in examining business processes through the lens of identifying root cause factors that contribute to an end user's perspective of a legacy software product—delineating between technology and process or policy

factors. This provides us the opportunity to educate our clients, including your staff, on where future-state processes may be more streamlined, while also allowing for sound approaches to current work to be appropriately brought forward into a future enterprise solution.

These discussions will inform our analysis of the current environment and lay the groundwork for identifying high-impact opportunities and prioritizing future system requirements that align the City's operational objectives, strategic vision, and available resources.

Where appropriate, our team will observe staff as they perform routine business processes to capture real-world use cases and workflow pain points. We will also meet with representatives from the City's IT staff who support the existing applications to review available system documentation, existing data elements, integration/interface standards and current data transfers, security and role-based access controls, and data reporting needs.

When necessary, the BerryDunn team will accommodate unanticipated scheduling challenges of City personnel to make the best use of time. Our approach is to do what we can to accommodate such needs, providing the opportunity for all stakeholders to contribute their thoughts and ideas.

2.4 Interface Planning Session

We will facilitate an interface session with City stakeholders to review the third-party systems in place today and review the potential integrations to the future environment. In our experience, the procurement of technology may replace multiple existing solutions in use today. In areas where best-of-breed systems are in place, BerryDunn will review the functionality needed to inform leadership about these potential integration needs and how they will be incorporated into a future RFP. The intent of the planning session is to collect enough information to inform how we will list the interfaces in the list of Final and Functional Technical Requirements that will be included in the RFP Package.

2.5 RFP Planning Meeting

As part of the initial fact-finding process, our team will meet with City procurement representatives to review and confirm the approach to planning for and developing the RFP Package and get up to speed on City policy, process, and templates. We recognize that each RFP process and software planning project is unique, and the City can expect our team to speak directly to the unique considerations that come along with a large initiative such as that of an enterprise system RFP process.

2.6 Needs Assessment Memo ◄ Deliverable 1

Drawing on the information gathered through our review of documentation, web survey results, and fact-finding sessions, we will prepare a draft Needs Assessment Memo. This Memo will provide a summary of the processes and inputs that contribute to the City's current business processes, use of technology, and future-state functionality needs, and it will identify process-related challenges and opportunities for improvement that should be addressed through the adoption of moving to a new enterprise system. This Memo will include but not be limited to:

- A high-level summary description of the current-state business processes supporting financial and personnel management, utility billing, community development, and other in-scope areas including an assessment on the use of technology and where future state processes may be optimized through automation
- Primary challenges and areas for improvement provided by a new enterprise system showing how departments could benefit from new technology

- Recommendation of appropriate integration and other applications to capture financial data and document management capabilities
- Recommended key decision points
- Improvement options, including pros/cons of issuing a single or multiple RFPs for the areas in scope
- Preliminary cost estimates for the initial and ongoing costs of new systems
- Proposed timeline and phasing for consideration of a future system

To support the formulation of preliminary cost estimates and inform the City on the marketplace and range of potential options to consider, our team will facilitate market research to collect pricing from vendors in the marketplace as well as the availability of solutions that may address two or more functional areas (e.g. financial/personnel management and utility billing) within scope. We intend to approach this as a request for information process that shares anonymized information about the City's general demographics (examples: population base, staff count, operating budget) with software vendors. This approach is intentionally designed to limit the number of vendors that may otherwise begin reaching out directly to the City on an unsolicited basis prior to the RFP process, while gathering valuable data points to inform the City's decision-making process. The information received in response from this market research will be incorporated into the draft Needs Assessment Memo in summary, and used to help inform the City's direction on the scope of the eventual RFP.

We will provide a draft of the Needs Assessment Memo to the City's project team for review and facilitate a work session to discuss the Memo, gain feedback, and build consensus related to the presented decision points. We believe that it is important to obtain the City's validation and approval of these findings, as this information will serve as the basis for future requirements. We will then revise the Memo and update it to final.

2.7 Needs Assessment Presentation ◄ Deliverable 2

We will develop a presentation for the City Council summarizing the work to date and Needs Assessment Memo. We will provide the draft presentation to the City's project management team, collect feedback, and incorporate any changes before updating to final. BerryDunn will deliver the presentation to the City Council. The goal of the presentation is to promote buy-in and provide an opportunity for the City Council to ask questions to our team and the City's project team.



TASK III: PROCUREMENT ASSISTANCE

During this phase of the process, we will:

- Document functional and technical requirements tailored to reflect the City's unique operational needs and future goals
- Validate the requirements through Joint Requirements Planning (JRP) work sessions, engaging stakeholders to confirm priorities, assess technical considerations, and align with the City's expectations for performance, integration, and cost efficiency
- Develop an RFP Package and Scoring Criteria
- Manage vendor inquiries and addenda development, lead a pre-proposal conference, and guide the evaluation team through short-list identification
- Design and coordinate demonstration protocols, facilitate scoring sessions, and assist with reference checks and site visits
- Upon identification of a preferred vendor, we will support contract negotiations and approval activities

3.1 Procurement Strategy Memo ◄ Deliverable 3

Large, complex software procurements—such as ERP replacements, permitting systems, revenue management systems, and enterprise-wide modernization efforts often carry significant financial, operational, and organizational risk. The detailed evaluation of proposals received in response to a comprehensive and broad-scoped RFP such as that contemplated by the City requires thorough planning, clear guidance, and active participation of all parties.

Our firm leverages its deep presence in the public-sector technology marketplace and extensive procurement planning experience to design an approach that maximizes market responsiveness and strategic clarity based on the findings of our Needs Assessment Memo. The City is seeking a trusted partner that will help lend best practices, recommendations, and tailored guidance that fits the specific needs of the City and not generalities. BerryDunn will create a Procurement Strategy Memo, something we feel is unique to our approach for the City. This Memo will include the go-to-market strategy for the procurement of new technology, anticipated timelines and phasing for functional area sets, expected roles and responsibilities for City participants during the RFP solicitation process, proposed evaluation criteria for the RFP against which we will collaboratively arrive at point allocations, preliminary budget information, and staffing considerations and resource requirements (hours) for each step in the RFP evaluation process.

This Memo will also discuss the intended approach to evaluating best of breed (point solution) software proposals that are likely to be submitted. Based on our past experience with similarly sized clients that wish to issue a single RFP for all defined areas of need, the RFP should be crafted to allow vendors to submit on specific areas of scope (e.g. to replace TrakIt) – and the resulting proposals should be reviewed based on what the vendor did submit on, and not penalized for what they did not submit on. This memo is intended to help best prepare the City for the software evaluation process, and gain consensus on the necessary steps and sequencing of the evaluation, in an effort to adhere to agreed-upon timelines and position the City for meeting its target timelines for the eventual implementation process.

3.2 Preliminary Functional and Technical Requirements ◄ Deliverable 4

BerryDunn has developed a database of functional and technical requirements based on our experience with other governmental agencies and our knowledge of software system functionality and best practices. Drawing from this database, we will make refinements for business processes and policies that are critical or unique to the City in order to help formally and thoroughly capture the functions that will need to be addressed using a new enterprise system. These requirements will be a critical component to translating the City's current and future needs effectively and allow vendors to accurately scope and price proposal responses.

These preliminary system requirements will include reporting needs, potential interfaces, and data conversion objects that must be converted from the legacy system to the new software. In our recent experience, those areas have significantly differentiated vendors' solutions and require a specific focus in the selection activities.

Requirements will be provided to the City in a draft format using Microsoft Excel, along with tailored guidance on how to review the requirements, how the requirements will fit into the process, and how to prepare for sessions to review the requirements with our project team.

3.3 Final Functional and Technical Requirements ◄ Deliverable 5

We will facilitate a series of JRP work sessions with City stakeholders and our project team members to review the preliminary requirements. We will reconvene many of the same stakeholders, organized by business process and/or functional area, who met during fact-finding activities to discuss the future system capabilities. These sessions will also include one focused on the technical aspects involved with the City's project. Using the preliminary list, we will review and confirm each item and assign a relative criticality to communicate to vendors responding to the list as part of their RFP responses. We will also facilitate similar meetings to review potential interfaces and data conversion objects. Once these have been reviewed, we will update the list to final.

Our role in facilitating the JRP work sessions is to contribute our focused knowledge of the vendor marketplace and align the items requested in the list with the goals and objectives of the project. For example, we might comment that functionality being requested is beyond the core capabilities of vendors and might represent a cost increase. Conversely, we can help recommend requirements to include that might be commonplace today, but beyond the familiarity of City stakeholders.

3.4 Evaluation Committee Orientation

We will facilitate a session with the evaluation committee to define selection/evaluation team roles for the procurement process, clarify time and resource commitments, and establish a clear, strategic approach to managing the procurement process.

3.5 RFP Package ◄ Deliverable 6

We will develop a draft RFP Package(s) using a proven format that incorporates information pertaining to the history of the project, a high-level description of the City's current environment, desired approach to implementing a new ERP environment, functional and technical requirements, and a structured list of points for vendors to address in their responses. Our project team will also work with the City to develop objective evaluation and scoring criteria to include in the RFP. We will then prepare a scoring matrix to track significant strengths and limitations of each proposal reviewed. Upon completion, we will coordinate a work session with the City's project team to review the draft RFP Package and collect any feedback or additional terms for inclusion before updating to final. We will provide the final RFP to City's project team for distribution through standard channels. For added guidance in distribution, we will provide a list that includes most of the major vendors in the market.

3.6 Vendor Questions, Addenda, and Pre-Proposal Conference

Our project team will assist the City's project management team in responding to vendor questions and developing corresponding addenda. Our project team will also coordinate, plan, and lead a pre-proposal session for interested vendors, facilitating the question-and-answer portion of the meeting. We will compile a list of questions raised and prepare suggested responses. These will be provided in a format that the City's project management team can review, revise, and publish as an addendum to the RFP, as determined by procurement staff.

3.7 Proposal Executive Summary Memo and Short-List Identification ◄ Deliverable 7

We will facilitate the proposal review process by analyzing vendor proposals to identify issues, risks, exceptions, omissions, and objections and identifying items for clarification. We will facilitate the proposal review process, and compile findings into a single Proposal Executive Summary Memo. The Memo will identify key areas for consideration by the City's evaluation team related to each vendor's ability to meet the RFP requirements and their alignment with the evaluation criteria within the RFP. This Memo will also include a comparison of vendor responses to the functional and technical requirements.

We will facilitate a round-one scoring meeting for the City to identify short-listed vendors and items needing clarification. We will meet with the evaluation team to review the proposal summaries, discuss each proposal received, assist in the scoring process, and collect scores to identify the top preferred vendors to invite for demonstrations. We will clarify any open items with these short-list vendors before issuing invitations for demonstrations.

3.8 Vendor Demonstration Agenda and Evaluation Templates

We will assist the City's project team in planning vendor demonstration agendas and writing demonstration scripts and developing an evaluation template. We will meet with the City's project team to discuss the format of vendor demonstration scripts. We will develop draft demonstration scripts and provide them to the City's project team for review. After finalizing an approved version, we will provide the appropriate scripts to each vendor in advance of their demonstrations.

3.9 Preferred Vendor Identification ◄ Deliverable 8

One of our project team members will attend demonstrations and assist the City's project team with facilitation for a period of up to eight days. Our project team's extensive background in the demonstration process will provide the City's project team with a unique perspective on how to score, prepare, evaluate, and participate in vendor demonstrations.

We will:

- Participate in the second round of vendor scoring immediately following the final demonstration to identify the vendor or vendors that the City's project team should perform its reference checks on.
- Assist the City's project team with identifying tasks that should be accomplished prior to meeting at each site visit. We will also coordinate with the City's project team to discuss the suggested approach for the reference checks.
- Participate in the final scoring meeting following the completion of reference checks and site visits. The objective will be to identify a preferred vendor and a second-choice vendor should contract negotiations with the first be unsuccessful. The results will be compiled in a vendor evaluation and scoring report.

3.10 City Council Presentation

We will develop a presentation for the City Council reflecting the City project management team's preferred vendor, along with a summary of the process used to arrive at the identification of the preferred vendor. BerryDunn does not recommend particular systems, but we provide clients with the information, education, and tools needed to feel confident in the decision they make for moving forward with future solutions. We will provide the draft recommendation to the City's project management team, collect feedback, and incorporate any changes before updating to final for use by the project team in making a presentation to the City Council in support of their preferred vendor. The goal of the presentation is to promote buy-in for the project team's chosen option and provide an opportunity for the City Council to ask questions to our team and the City's project team.

3.11 Contract Negotiations and Approval Assistance ◄ Deliverable 9

At the conclusion of final scoring activities, and following the City Council presentation, we anticipate supporting the City with the contract negotiations and statement of work process when and where it will benefit the City most. We have been involved in this process from the client, vendor, and independent consultant perspectives and understand how the associated support needs vary and how the contract impacts the eventual implementation process. In conducting contract approval and negotiations activities,

we will draw on these experiences to help ensure the City's best interests are met and project goals and objectives are achieved.

Working collaboratively with the City's project team, legal counsel, and preferred vendor, among other stakeholders, we will take part in various activities, including but not limited to:

- Developing a draft contract, using the City's contracting procedures and the vendor's proposal as starting points
- Reviewing the contract documents with the City's project team to help ensure that requirements are clearly defined and to establish that the City agrees to the schedule, implementation process, fee arrangement, scope of services, staff resources needed, vendor resources, data migration and integration plan, deliverables, costs, acceptance criteria, and terms and conditions
- Participating in negotiations with the preferred vendor
- Supporting presentation development and delivery to City leadership as it relates to receiving approval and contract execution

Should it become clear at any point during contract approval and negotiations that the preferred vendor's solution or contract terms will not meet the needs of the City, we might recommend halting the process with that vendor and commencing efforts with the second-choice vendor.

In recognition of the many variables not yet known related to the contract approval and negotiation timeline and work effort, we plan to commit up to 40 hours, billed as incurred.



TASK IV: PROJECT IMPLEMENTATION

During this phase of the process, we will:

- Act as an active advisor to an individual the City designates as the project manager
- Lead select implementation activities we mutually agree upon, likely to include project plan reviews, configuration and analysis support, testing, training, and production cutover support.

4.1 Project Charter ◄ Deliverable 10

Based on our initial project planning discussions, we will draft a Project Charter that encompasses the full scope of the City's implementation. This governance document will include a change management plan, stakeholder register, communication plan, risk and issues register, and status report templates. We will provide the Project Charter in draft version to the City and facilitate a remote session with the City's project management team to discuss the documents and collect feedback. We will then update the documents and submit them to the City in final form.

4.2 Review Vendor Implementation Plans ◄ Deliverable 11

We will provide an in-depth review of the vendor's implementation plans, including the Project Management Plan and Project Schedule. We will discuss our recommended changes and considerations with the City's project team before communicating requested changes to the vendor. The goal is to collaboratively discuss preferred changes based upon the City's, vendor's, and BerryDunn's collective experience and perspective for the most advantageous end products.

4.3 Project Management Documents ◄ Deliverable 12

Following the review of the vendor's plans, we will develop any necessary supplemental materials we believe to be critical to the City's implementation. These may include further definition of stakeholders,

risk management, project documentation, and other items. The content areas will be determined by what is included in the vendor's plans, with the goal of removing any redundancies that might cause confusion to project stakeholders. This documentation will be reviewed and confirmed with the City's project team before being put into use.

4.4 Implementation Activities ◄ Deliverable 13

One of the keys to project success is enabling the City's teams to take on appropriate roles and responsibilities and to make informed decisions for both implementation and long-term operational success and ownership of the software. Our project management approach is designed with this in mind. We will provide specialized expertise throughout the project.

Throughout the implementation, we will bring our prior implementation and local government experience to provide a forward-looking perspective, reduce risk, and promote the achievement of the goals and objectives for the project. We anticipate being involved in the following key project management or oversight activities of the implementation, as shown below and on the following pages.

		Project Oversight	
No	**Key Implementation Activity**	*Lead*	*Assist*
1	Reviewing the Project Plan and Schedule in conjunction with other project team members	✓	
2	Managing the project scope, deliverables, and timeline with assistance from other project team members		✓
3	Helping to ensure that the project team stays focused, tasks are completed on schedule, and that the project stays on track	✓	
4	Coordinating project tasks with assistance from other project team members		✓
5	Functioning as the main point of contact for the vendor's project manager, participating in daily project activities (when applicable), and tracking project tasks		✓
6	Facilitating an implementation kickoff meeting		✓
7	Holding monthly meetings with the City's Executive Committee to update project status and budget status, and to research a verdict on any escalated process decisions that need to be made	✓	
8	Reviewing the project budget, including change orders, and the vendors' contract compliance		✓
9	Facilitating the City's staff's development of workflow processes for each department		✓
10	Facilitating the data conversion process with the vendor and City staff		✓
11	Facilitating the development of software interfaces/integrations with the vendor and City staff		✓

No	Key Implementation Activity	Project Oversight	
		Lead	*Assist*
12	Working with the vendor and City staff and helping to ensure vendor accountability by: • Identifying any opportunities to leverage technical enhancements to improve the products and services delivered to the City • Facilitating the gathering and sharing of any technical information requested by the vendor	✓	
13	Providing risk management, including the following: • Identifying project risks • Developing mitigation strategies • Communicating project risks to City and vendor staff • Assigning key activities to mitigate or resolve project risks		✓
14	Providing weekly tracking of the following: • Reporting of project risks and issues • Recently completed tasks and upcoming project activities	✓	
15	Providing change management oversight, including the development and maintenance of a Change Management Plan that may include the following: • Target State Definition • Change Structure and Governance Approach • Change Impact Assessment • Stakeholder (or User) Analysis • Communication Plan • Behavior Change Plan		✓
16	Managing the user acceptance training (UAT) process, including: • Reviewing the vendor's test plan and any applicable test scripts • Providing on-site assessment of testing activities • Providing recommendations for modifications to the testing plan to increase the likelihood of success • Directing City staff in the development of tailored test scripts • Managing logistics related to scheduling UAT activities • Providing analysis of test results	✓	

No	Key Implementation Activity	Project Oversight	
		Lead	*Assist*
	• Overseeing regression testing and required configuration changes		
17	Facilitating oversight of vendor training activities, including: • Reviewing the vendor's training plan and training materials • Overseeing vendor training activities • Providing recommendations for modifications to the training delivery • Providing feedback on the vendor's training documentation	✓	
18	Providing go-live support		✓

4.5 Project Closeout Work Session

This work session will involve discussing project lessons learned, measuring achievement of project goals and objectives, discussing incomplete implementation tasks, and conducting transition planning for moving to long-term operation of the ERP solution and associated policies and processes. We will document all the items discussed in a Project Closeout Memo.

4.6 Project Closeout Memo ◄ Deliverable 14

Based on the information gathered from our closeout work session, BerryDunn will develop a Project Closeout Memo, which will document lessons learned, compare project outcomes to project goals and objectives, list any remaining action items to conclude the implementation, and identify tasks, roles, and responsibilities for transitioning to operational use of the ERP solution and associated policies and processes.

Anticipated Schedule

As requested in Addendum 1, we are including our anticipated schedule in Section 8.8, Methodology.

8.8 Methodology

Business Process Improvement

Business process improvement is a central component of many of the projects we conduct and is a core service of our firm. As such, we have developed a methodology that draws upon philosophies and tools from Six Sigma and Lean and elements of other efficiency-based methodologies. Our consultants have an eye toward how things can be done more efficiently and more effectively to better deliver exceptional results. Accordingly, as advisors to the City, our focus during business process improvement will include ongoing, continual assessment of processes, policies, procedures, systems, and workflows, as well as discrete, focused organizational efficiency and efficacy-related activities.

We bring an impartial, objective, and cohesive methodology for gathering information from stakeholders and performing all project activities. Our methodology combines engaging a broad, diverse group of stakeholders in information gathering and iterative discussion, with our project team's independent review, research, and knowledge of the public-sector landscape and industry trends and best practices. Prior to engaging in activities with stakeholders, our project team requests and performs reviews of relevant project background information so that they have a foundation—and are prepared—for all meetings, making efforts as effective and efficient as possible.

Throughout all project phases, we work collaboratively with stakeholders to understand their perspectives and needs and seek alignment for a unified vision and plan for the future. Determining who we need to work with and how we need to work with them on this project is critically important for project success. For this reason, our methodology includes holding an initial planning meeting immediately after project start to help ensure we have a clear understanding of the stakeholders who need to be involved in the project, the project phases they should be involved in, and the methods of outreach and information gathering that will engage them. Before engaging stakeholders, we will collaborate with the City to agree on a communication plan and recommend an initial message to stakeholders informing them of the project and our involvement. We expect that discussion about stakeholder involvement will be iterative and ongoing, so the topic will be revisited as needed, with a flexible approach to accommodate changes as project activities progress.

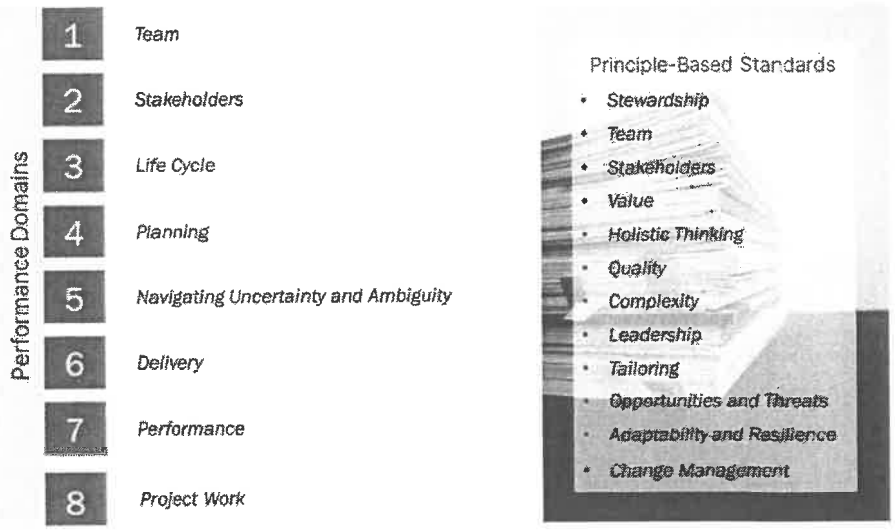
Our project team includes experienced facilitators who have the skills and knowledge necessary to establish credibility, build trust, elicit information, encourage collaboration, reach consensus, and develop buy-in with diverse groups of project participants. We design and facilitate information-gathering processes that use data and personal knowledge to help assess the current environment. Our project team helps ensure fact-finding sessions are highly collaborative and inclusive of all stakeholders. By structuring participation, we are intentional and thoughtful in our approach and help participants align with one another and reach consensus.

Project Management

To help ensure that project objectives are met, and initiation and completion of project work are conducted in a timely manner, each BerryDunn project is led by an experienced project manager who understands and utilizes project management best practices. Our Consulting Services Team employs project management best practices from PMI®'s PMBOK® Guide.

Figure 7 illustrates the standards of project management as defined by performance domains and project delivery principles that are critical for effective delivery of project outcomes.

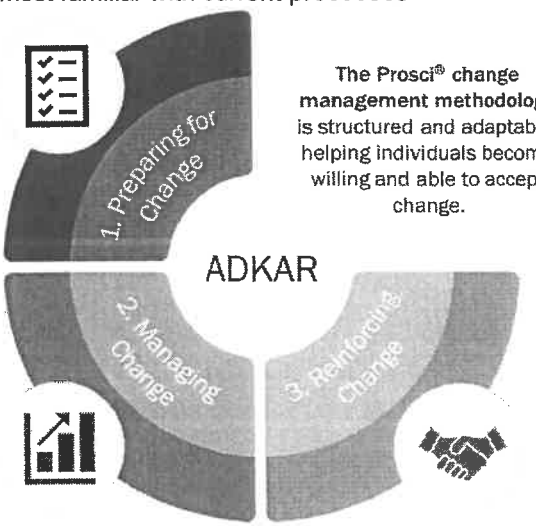
Figure 7: Performance Domains and Project Management Guiding Principles | PMBOK® Guide



Change Management

Stakeholders' willingness to adopt new processes and tools plays a significant role in the success—or failure—of system replacement projects. BerryDunn has observed resistance to change in virtually all our engagements. As such, our project management approach is carefully integrated with change management methodologies to promote buy-in and consensus for the project. We will work with you to proactively address resistance by:

- Engaging stakeholders at the right level throughout the project—from initial planning through implementation—to build understanding for the need for change and gain support from the people who will be using the future solutions and who are most familiar with current processes
- Developing and executing a communications plan that considers the information needs of each stakeholder group
- Documenting business processes and working with stakeholders to understand how their work will be performed in the future environment
- Monitoring training activities to help ensure that users will be prepared on day one



The Prosci® change management methodology is structured and adaptable, helping individuals become willing and able to accept change.

We have adopted the Prosci® change management methodology and trained **over 100 consultants to become Prosci® Certified Change Practitioners (CCPs).** A central focus of the Prosci® change management approach is the belief that, in order for change to work in an organization, individuals must be willing to change and understand change. Based on this belief, Prosci® developed the ADKAR change management approach, defined to the right.

Consistent with the Prosci® methodology, the City can expect our change management approach to involve three stages, as described on the following page.

1: Preparing for Change
Involves developing of change management strategies, based on input from the City stakeholders on the existing environment.

2: Managing Change
Involves overseeing assigned roles and tasks, providing training and coaching, using tools effectively, and executing a clear communication plan.

3: Reinforcing Change
Involves evaluating action plans, reviewing the sustainability of change management activities, and promoting individual and team successes.

The City can be confident in our flexibility while developing and executing our change management approach. We understand that no two engagements are exactly alike, and we believe that one of the primary reasons we have been successful with similar projects is our willingness to be flexible in adapting to our clients' unique needs.

Additionally, according to research conducted by Prosci®, the likelihood of project success increases significantly and in alignment with the level of change management focus applied to the project. Figure 8, below, shows that even small increases in focus on change management, from "poor" to "fair," are likely to have a positive impact on system adoption and project success.

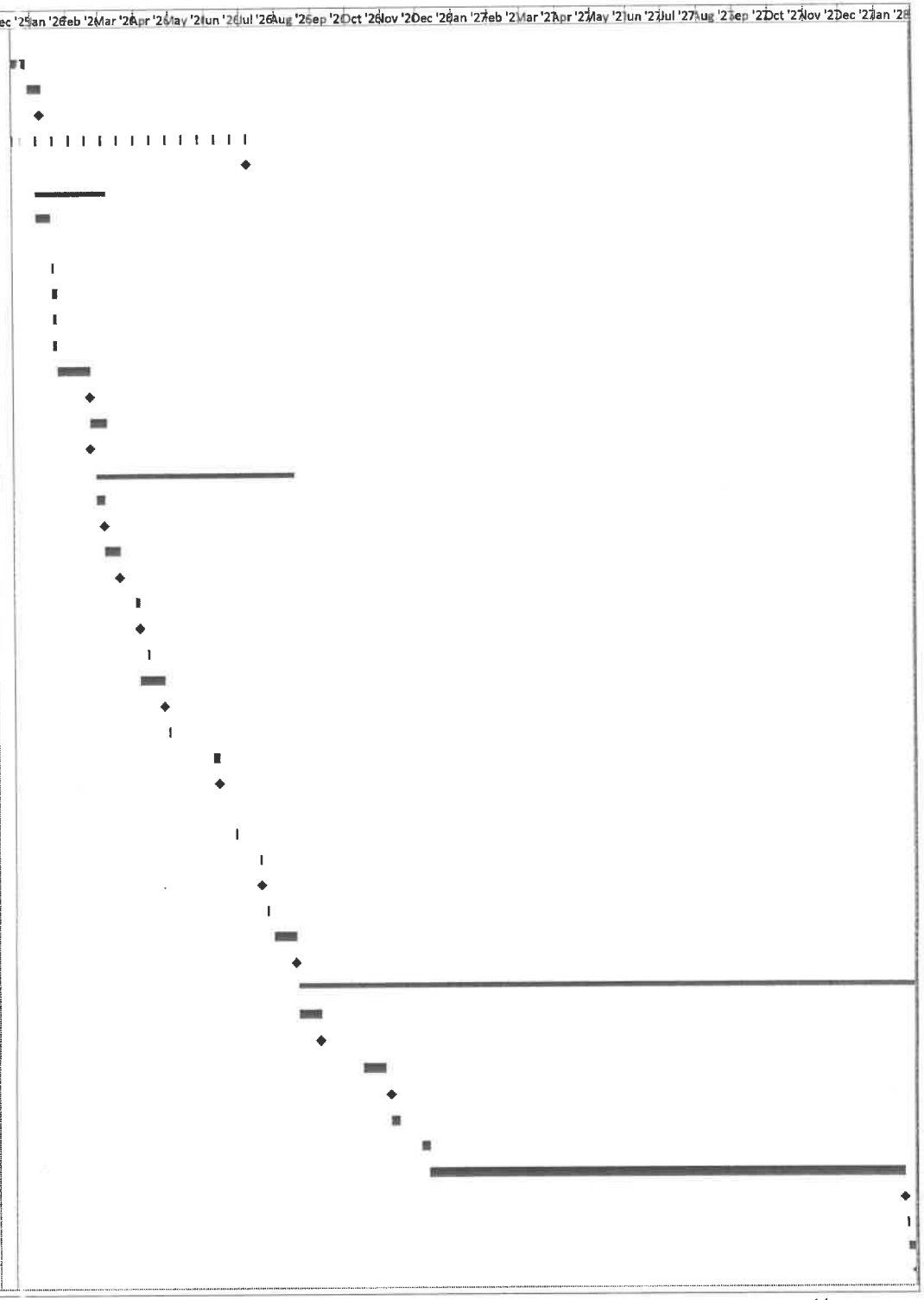
Figure 8: Change Management's Impact on Project Success



Project Schedule

On the following page, we provide our proposed project schedule for Tasks I – III of the City's ERP system consulting services – assuming a January 2026 project start. We will confirm key project dates in collaboration with the City during the Project Management Phase. We understand that the City would like to begin implementation by June 2027 with full implementation by December 31, 2027, but due to the many unknown factors associated with Task IV, we will provide a time estimate for planning purposes as the City moves closer to system implementation. We plan to review the project schedule developed by the system vendor(s), as the system vendor(s) are ultimately responsible for creating it. We are committed to getting all tasks completed by the Eden cutoff date.

ID	Task Name	Duration	Start	Finish
1	**Task I: Project Management**			
2	1.1 Conduct initial project planning.	10 days	Mon 12/15/25	Fri 12/26/25
3	1.2 Develop a Project Management Plan and Schedule.	10 days	Mon 12/29/25	Fri 1/9/26
4	**Deliverable 0A. Project Work Plan and Schedule**	0 days	Fri 1/9/26	Fri 1/9/26
5	1.3 Develop ongoing status updates and communications.	**146 days**	**Mon 12/15/25**	**Mon 7/6/26**
33	**Deliverable 0B. Project Status Updates**	0 days	Mon 7/6/26	Mon 7/6/26
34	**Task II: Needs Assessment**			
35	2.1 Develop and issue a web survey and an information request and review the results.	10 days	Mon 1/5/26	Fri 1/16/26
36	2.2 Prepare for and facilitate an onsite kickoff presentation.	1 day	Mon 1/19/26	Mon 1/19/26
37	2.3 Facilitate onsite fact-finding meetings.	4 days	Mon 1/19/26	Thu 1/22/26
38	2.4 Facilitate an interface session with City stakeholders	2 days	Tue 1/20/26	Wed 1/21/26
39	2.5 Facilitate an RFP planning meeting with the City's procurement tea	2 days	Tue 1/20/26	Wed 1/21/26
40	2.6 Develop a Needs Assessment Memo.	20 days	Fri 1/23/26	Thu 2/19/26
41	**Deliverable 1. Needs Assessment Memo**	0 days	Thu 2/19/26	Thu 2/19/26
42	Develop Needs Assessment Presentation	10 days	Fri 2/20/26	Thu 3/5/26
43	**Deliverable 2. Needs Assessment Memo Presentation**	0 days	Thu 2/19/26	Thu 2/19/26
44	**Task III: Procurement Assistance**			
45	3.1 Procurement Strategy Memo	5 days	Wed 2/25/26	Tue 3/3/26
46	**Deliverable 3. Procurement Strategy Memo**	0 days	Tue 3/3/26	Tue 3/3/26
47	3.2 Develop Preliminary Functional and Technical Requirements.	9 days	Wed 3/4/26	Mon 3/16/26
48	**Deliverable 4. Preliminary Functional and Technical Requirement**	0 days	Mon 3/16/26	Mon 3/16/26
49	3.2 Facilitate joint requirements planning (JRP) work sessions.	3 days	Tue 3/31/26	Thu 4/2/26
50	**Deliverable 5. Final Functional and Technical Requirements**	0 days	Thu 4/2/26	Thu 4/2/26
51	3.3 Evaluation Committee Orientation	1 day	Fri 4/10/26	Fri 4/10/26
52	3.4 Develop an RFP Package.	15 days	Fri 4/3/26	Thu 4/23/26
53	**Deliverable 6. RFP Package**	0 days	Thu 4/23/26	Thu 4/23/26
54	3.5 Vendor Questions, Addenda, and Pre-Proposal Conference	1 day	Tue 4/28/26	Tue 4/28/26
55	3.6 Proposal Executive Summary Memo and Short-List Identification	3 days	Fri 6/5/26	Tue 6/9/26
56	**Deliverable 8. Proposal Executive Summary Memo and Short-List Identification**	0 days	Tue 6/9/26	Tue 6/9/26
57	3.7 Vendor Demonstration Agenda and Evaluation Templates	1 day	Wed 6/24/26	Wed 6/24/26
58	3.8 Preferred Vendor Identification	1 day	Wed 7/15/26	Wed 7/15/26
59	**Deliverable 8. Preferred Vendor Identification**	0 days	Wed 7/15/26	Wed 7/15/26
60	3.10 Written Recommendation for City Council Presentation	1 day	Tue 7/21/26	Tue 7/21/26
61	3.11 Facilitate Contract Negotiations and Approval Assistance	15 days	Mon 7/27/26	Fri 8/14/26
62	**Deliverable 11. Contract Negotiations and Approval Assistance**	0 days	Fri 8/14/26	Fri 8/14/26
63	**Task IV: Project Implementation**	381 days	Mon 8/17/26	**Mon 1/31/28**
64	4.1 Develop Project Charter	15 days	Mon 8/17/26	Fri 9/4/26
65	**Deliverable 10. Project Charter**	0 days	Fri 9/4/26	Fri 9/4/26
66	4.2 Review Vendor Implementation Plans	15 days	Mon 10/12/26	Fri 10/30/26
67	**Deliverable 11. Review Vendor Implementation Plans**	0 days	Wed 11/4/26	Wed 11/4/26
68	4.3 Project Management Documents	5 days	Thu 11/5/26	Wed 11/11/26
69	**Deliverable 12. Project Management Documents**	5 days	Tue 12/1/26	Mon 12/7/26
70	4.4 Facilitate Implementation Activities	294 days	Tue 12/8/26	Fri 1/21/28
71	**Deliverable 13. Implementation Activities**	0 days	Fri 1/21/28	Fri 1/21/28
72	4.5 Project Closeout Work Session	1 day	Mon 1/24/28	Mon 1/24/28
73	4.6 Project Closeout Memo	5 days	Tue 1/25/28	Mon 1/31/28
74	**Deliverable 14. Project Closeout Memo**	0 days	Mon 1/31/28	Mon 1/31/28



Stakeholder Engagement

We bring an impartial, objective, and cohesive methodology for gathering information from the City's stakeholders and performing all assessment activities. Our methodology combines engaging a **broad group of stakeholders in information gathering and iterative discussion,** with our team's independent review, research, and knowledge of the federal and state child welfare landscape, research, and best practices.

Determining whom we need to work with and how we need to work with them is critically important for project success. For this reason, our methodology includes holding an initial planning meeting immediately after project start to help ensure we have a clear understanding of the stakeholders who need to be involved in the project, the project tasks they should be involved in, and the methods of outreach and information gathering that will engage them. Discussion about stakeholder involvement is iterative and ongoing, and we revisit the topic as needed, using a flexible approach to accommodate changes as tasks progress.

Before engaging stakeholders, we work to help ensure that our clients **agree to the communication plan and messaging.** We hold a **project kickoff meeting** with stakeholders to communicate project information, share expectations for their involvement, and provide an opportunity for them to ask questions. We also assist with developing an initial broad-based communication from leadership to stakeholders so that they are aware of the initiative in general and BerryDunn team's involvement, and we assist with ongoing communications throughout the project.

To help ensure we gather comprehensive input from a broad range of stakeholders, we use a multiple-touch, multiple-method approach, as illustrated in Figure 10. Throughout all activities, we work collaboratively with key stakeholders to understand their perspectives and needs and gather ideas for future improvements.

Figure 10: Information Gathering Methods



Our methodology for performing information gathering includes using the **right method for the right audience to get the right type of information.** The activities are structured to gather standardized data to facilitate analysis and make meaning of the content relative to the areas of inquiry and interest.

We use a **web survey tool,** such as SurveyMonkey, to collect stakeholder input—an approach we have used successfully to gather feedback from a broad group of stakeholders in a confidential manner related to topics that cross several domains, such as challenges and opportunities related to policy, practice, training, and technology. We also take the opportunity when possible to perform **direction observation of workflows.**

BerryDunn has a reputation for being outstanding facilitators. Our proposed project team includes experienced facilitators who have the skills and knowledge necessary to establish credibility, build trust, elicit information, encourage collaboration, reach consensus, and develop buy-in with diverse groups of project participants.

Prior to engaging in activities with stakeholders, our team requests and performs reviews of relevant project background information, so they have a foundation—and are prepared—for all meetings, making the meetings as effective and efficient as possible. Meeting agendas are prepared and distributed in advance of meetings so that stakeholders come prepared, and printed copies are available at all meetings.

Responsibilities of City Staff

Commitment from all project participants is critical to producing a successful outcome; however, we understand that the project participants have regular commitments outside this project. Therefore, we will work as independently as possible, plan and communicate well, and bring in City staff and stakeholders as needed and in a manner that facilitates tangible contributions and results.

Table 3, below, outlines the roles, responsibilities, and estimated time commitments we anticipate from City personnel in Phases I – III. The estimated number of hours is a rough order of magnitude but is dependent on the staffing mix used by the City as well as any decisions related to issuing one or several RFPs.

Table 3: Estimate of Expected Participation of City Personnel

Role	Description/Responsibilities	Hours
Project Sponsor	• Provide executive support, sponsorship, and overall direction and tactical vision for the project • Commit/assign resources to the project • Participate in project kickoff meeting and stress goals and objectives for the project to City staff • Provide executive-level decision-making when needed and maintain overall responsibility for the project • Distribute communications, as necessary, that support the project and provide it with adequate visibility and priority	8 – 12

Role	Description/Responsibilities	Hours
Project Manager	• Maintain overall responsibility for the project and act as main point of contact between BerryDunn and the City • Circulate deliverables for review and collect feedback, and provide signoff • Participate in the project kickoff meeting and stress goals and objectives for the project to City constituents • Participate in key work sessions • Assist in collecting background documentation and share with BerryDunn in advance of our work • Provide names and contact information for City employees involved in project	100 – 120
Project Team	• Provide necessary feedback and subject matter expertise to help inform BerryDunn's project deliverables • Participate in project meetings and work sessions • Review project deliverables	30 – 60
Subject Matter Experts	• Complete the web survey • Provide necessary feedback and subject matter expertise to help inform BerryDunn's project deliverables • Assist with compiling requested documentation • Participate in related fact-finding meetings, joint requirements planning sessions, and software demonstrations	20 – 30
Technical Team	• Participate in related fact-finding meetings, joint requirements planning sessions, and software demonstrations • Review project deliverables associated with the analysis phase	10 – 20

8.9 Conflict of Interest Statement

BerryDunn has no financial, business, or other relationships that are or would appear to be a conflict of interest with the City to disclose.

8.10 Excluded or Subcontracted Services

It should be noted we do not intend to subcontract any portion of the City's desired scope of work.

8.11 Additional Information

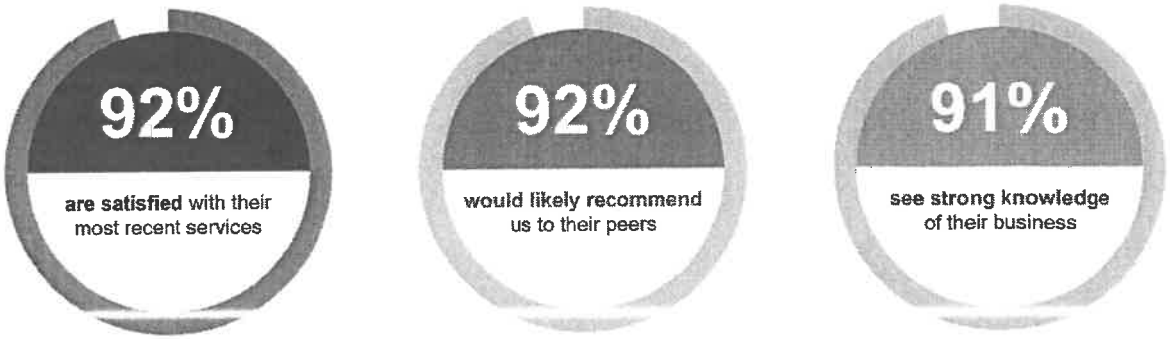
Client Satisfaction

We take the quality of our work seriously and aim to exceed clients' expectations of the value and timeliness of our communications, service delivery, and final work products. We strive to assure quality by understanding your expectations, developing a reasonable and achievable project approach, gaining your concurrence on project tasks and timing, and using appropriate staff for each engagement.

To help measure client satisfaction, BerryDunn hires an independent firm to conduct an annual client satisfaction survey. The results of our 2024 survey show a high level of client satisfaction, with the following key metrics from the survey:

Overall Satisfaction

More than 9 out of 10 clients report satisfaction with their most recent experience working with BerryDunn.



Quality of Work and Value of Advice

More than 9 out of 10 clients report satisfaction with:

- The timeliness of BerryDunn's consulting services.
- The thoroughness of BerryDunn's work and deliverables provided.
- BerryDunn's industry- and organization-specific knowledge and expertise.
- BerryDunn's ability to minimize disruptions and lead time given to respond to requests.

Differentiators

More than four out of five clients say organization-specific expertise and breadth of services are what differentiates BerryDunn the most from other firms.

We also measure success by our ability to consistently meet or exceed clients' expectations. About 70% of our consulting work comes from repeat business with clients, which is a testament to clients' satisfaction with our services and work products.

Attachment A: Vendor Application Form

ATTACHMENT A

VENDOR APPLICATION FORM

TYPE OF APPLICANT: ☑ NEW ☐ CURRENT VENDOR

Legal Name of Business Entity: Berry, Dunn, McNeil & Parker, LLC

Corporate Mailing Address: 2211 Congress Street

City, State, and Zip Code: Portland, Maine 04102

Business Phone Number: (207) 541-2200

Contact Person for Agreement/Title: Ryan Doil, Principal

E-Mail Address: rdoil@berrydunn.com

Contact Person for Proposals/Title: Ryan Doil, Principal

E-Mail Address rdoil@berrydunn.com

The business is (check one):

☐ Non-Profit ☑ For Profit

The business is (check one):

☐ Corporation ☑ Limited Liability Company

☐ Partnership ☐ Limited Partnership

☐ Individual ☐ Sole Proprietorship

State the names of the individuals/officers who can sign an agreement on behalf of the business and whether one or more individuals/officers must sign.

	Can Sign	Must Sign
Name: See Attached Listing	☑	☐
Name:	☐	☐
Name:	☐	☐

BerryDunn Entity Summary as of September 2025

Berry, Dunn, McNeil & Parker, LLC
(Formation: 2/9/1999; Tax ID # 01-0523282)
Professional Limited Liability Company

Managers & Directors:	Sarah L. Belliveau, C.P.A. Jason Fournier, C.P.A Seth Hedstrom Kathy L. Parker, C.P.A. Seth E. Webber
Officers:	Sarah L. Belliveau, C.P.A., CEO Jason Fournier, C.P.A, Vice President Seth Hedstrom, Vice President Kathy L. Parker, C.P.A., Vice President & Chair Seth E. Webber, Secretary David A. Erb, C.P.A., Treasurer

Members	Percentage Interest
Sno L. Barry, C.P.A.	2.7777
Nicole Y. Becnel	2.7777
Sarah L. Belliveau, C.P.A.	2.7777
Renee Bishop, C.P.A.	2.7777
William H. Brown, C.P.A.	2.7777
Tammy J. Brunetti, C.P.A.	2.7777
Michel T. Caouette, C.P.A	2.7777
Eduardo G. Daranyi	2.7777
Todd J. Desjardins, C.P.A.	2.7777
Ryan Doil	2.7777
Jennifer Elwood	2.7777
David A. Erb C.P.A.	2.7777
Jason Favreau, C.P.A.	2.7777
Jason Fournier, C.P.A.	2.7777
Seth Hedstrom	2.7777
William S. Kalinowski, C.P.A.	2.7777
Julie A. Keim, C.P.A.	2.7777
Charles K. Leadbetter, III	2.7777
Matthew Litz, C.P.A.	2.7777
Tammy P. Michaud, C.P.A.	2.7777
Brandon L. Milton	2.7777
Lisa Openshaw, C.P.A.	2.7777
Dimitrios Panacopoulos, C.P.A.	2.7777
Kathy L. Parker, C.P.A.	2.7777

Danielle Pelletier	2.7777
Kevin Price	2.7777
Susan Prior	2.7777
William A. Richardson	2.7777
Leah Shanahan, C.P.A.	2.7777
Robert S. Smalley, III, C.P.A.	2.7777
Charles D. Snow	2.7777
Lisa Trundy-Whitten, C.P.A.	2.7777
Daniel T. Vogt	2.7777
Tyler Waldrupe, C.P.A.	2.7777
Linda L. Warthen, C.P.A.	2.7777
Seth E. Webber	2.7777

Principals

1. Regina Alexander
2. Peter Alfrey
3. Divyakumar Arulsamy
4. Peter Grant Ballantyne, C.P.A.
5. Katharine E. Balukas, C.P.A.
6. Olga V. Gross-Balzano, C.P.A.
7. Sno L. Barry, C.P.A.
8. Nicole Y. Becnel
9. Sarah L. Belliveau, C.P.A.
10. Christa Bernacchia
11. Shea Berry-Brennan
12. Renee Bishop, C.P.A.
13. William H. Brown, C.P.A.
14. Tammy J. Brunetti C.P.A.
15. Joseph R. Byrne, C.P.A.
16. Michel Caouette, C.P.A.
17. Andrea J. Colfer, C.P.A.
18. Kristin Courtemanche, C.P.A.
19. Tucker X. Cutter
20. Eduardo G. Daranyi
21. Scott Davis, C.P.A.
22. Kati A. Denham, C.P.A.
23. Todd J. Desjardins, C.P.A.
24. Ryan Doil
25. Mary Dowes, C.P.A
26. Christopher S. Ellingwood
27. Jennifer Elwood
28. William G. Enck, C.P.A.
29. David A. Erb, C.P.A.
30. Jason Favreau, C.P.A.

31. Jason Fournier, C.P.A.
32. Melody Mann Fox, C.P.A.
33. Gary Glassman, C.P.A.
34. Jonathan Grace
35. Ryan Gough, C.P.A.
36. Valerie Hamilton
37. Jason K. Hargrove
38. Seth Hedstrom
39. William S. Kalinowski, C.P.A.
40. Julie A. Keim, C.P.A.
41. Lisa Kennedy
42. Kaylyn M. Landry, C.P.A.
43. Mark R. LaPrade, C.P.A
44. Charles K. Leadbetter, III
45. Robert Leonard, C.P.A.
46. Matthew Litz, C.P.A.
47. Michael Mastroianni, C.P.A.
48. Yoko H. McCarthy
49. Barbara J. McGuan, C.P.A.
50. Tammy P. Michaud, C.P.A.
51. Brandon L. Milton
52. Christopher M. Mouradian, C.P.A.
53. Lisa Openshaw, C.P.A.
54. Dimitrios Panacopoulos, C.P.A.
55. Lisa M. Paradis
56. Emily B. Parker, C.P.A.
57. Kathy Parker, C.P.A.
58. Danielle Pelletier
59. Kristen Perry, C.P.A.
60. Kevin Price
61. Susan Prior
62. Jodi Reynolds, C.P.A.
63. William A. Richardson
64. Jeffrey A. Ring, C.P.A.
65. Zachary J. Rioux
66. Denny R. Roberge
67. Douglas J. Rowe
68. Cameron A. Scott
69. Leah Shanahan, C.P.A.
70. Robert S. Smalley, III, C.P.A.
71. Charles D. Snow
72. Julianne A. Sullivan
73. Lisa Trundy-Whitten, C.P.A.
74. Daniel T. Vogt
75. Tyler Waldrupe, C.P.A.
76. Ryan T. Warren. C.P.A.
77. Linda L. Warthen, C.P.A.
78. Seth E. Webber

Attachment B. Addenda

CITY OF BLYTHE
FINANCE DEPARTMENT

Enterprise Resource Planning (ERP) System

Date: November 10, 2025
To: All prospective bidders

ADDENDUM No. 1

This addendum shall be considered part of the Plans, Specifications, and Contract Documents (except as otherwise noted) and is issued to change, amplify, or delete from or otherwise explain these documents where provisions from this addendum differ from those of the original documents. This addendum shall have precedence over the original documents and shall govern.

1. I have noted per FedEx.com that priority overnight delivery has a commit time of 5pm. I am wondering if you can confirm that the City would still be open to receive our package should it arrive at 5pm? For example, the City's RFP is due on Wednesday, November 19th by 2:00pm. If I ship our proposal on Monday, November the 17th as a priority overnight, it may not arrive until 5pm on November 18th – will the City still be open to receive it?

   Deadline to submit proposals has been amended to no later than 2:00 PM on Friday, November 21, 2025.

2. The RFP asks the consultant to interview staff from departments that include Police, Public Works, Utilities, Community Development and Parks and Recreation, please clarify if the intended scope of the desired ERP includes more special-purpose functions such as:

   The proposer is expected to conduct a needs assessment and make recommendations to address gaps in business processes within all departments of the City. Implementation will be evaluated based on feasibility and cost analysis.

   a. Police/fire/emergency medical services scheduling, dispatching, or other functions requiring made-for-purpose system.

      The ERP will not include emergency services scheduling or dispatching. During the needs assessment the proposer will be expected to evaluate and identify gaps in business processes and software solutions for functions handled at the department such as but not limited to animal control licensing and alarm permitting.

   b. Utility Billing

      Yes, all functions as it relates to the billing of City provided Water, Sewer and Sanitation Utility's will be included.

   c. License management

      Yes, license management is expected to be included. The City currently manages its own business licensing and animal control licensing.

d. Revenue management (e.g., tax billing & collections)

Yes, revenue management is expected to be included. The City currently manages its own TOT Tax and Cannabis Tax.

e. Land management

The City does not currently utilize land management software. However, the proposer is expected to conduct a needs assessment and make recommendations to address gaps in business processes. Implementation will be evaluated based on feasibility and cost analysis.

f. Permits, inspections, and code enforcement

Yes, the City currently uses TraKit for these functions. The software version the City is currently utilizing is no longer supported and has compatibility issues. Along with the replacement of Eden this will be a priority.

g. Any business functions besides finance, general accounting, procurement, payroll, human resources, and benefits administration

Budget preparation and management, contract management, and fixed asset management.

3. Does the City have any expectations regarding on-site presence by the consulting team for this project (if so, please elaborate)? Or is the delivery mode for these services (remote, on-site, hybrid) left up to the consultants to propose as part of their approach?

The City expects a hybrid approach. Some tasks will be better facilitated on-site, whereas other services can be facilitated remotely. Proposers should propose as part of their approach using both remote and on-site visits.

4. Regarding Task II, Needs Assessment – Item #7: Would the City please elaborate on the expectations surrounding the scope involved in the task "Product and module reviews and recommendations"? Is this in relation to the assessment and identification of potential gaps in the use of the Tyler Eden system?

Yes, the City expects the proposer to conduct a review, identify and make recommendations for potential gaps in software. This will include gaps with the use of Eden, modules within Eden, TraKit, Quadrant, and other standalone software for core business processes.

5. Does the City have a planned budget, or budget range, for this project – specifically for Tasks I – III? If so, can this be shared?

The City has appropriated $200,000 in the FY 2025-2026 Budget towards the consultant-portion of work that may be used for costs associated with any of the tasks outlined in the RFP.

6. The City has a $200,000 line item planned for financial system upgrades. Is that the amount budgeted for the consultant-portion of the work, and if so, which tasks specifically?

   Yes, the City has appropriated $200,000 in the FY 2025-2026 Budget towards the consultant-portion of work that may be used for costs associated with any of the tasks outlined in the RFP.

7. Is the City agreeable with proposers identifying certain tasks to be conducted onsite, while others may be remotely facilitated (example: Task III, Item #7)?

   Yes, the City expects a hybrid approach. Some tasks will be better facilitated on-site, whereas other services can be facilitated remotely. Proposers should propose as part of their approach using both remote and on-site visits.

8. Does the City envision developing and issuing a single RFP for a future ERP system (financial management, HR/Payroll) including utility billing and licensing, or, does the City envision separate RFPs for core ERP and utility billing?

   The City envisions developing and issuing a single RFP.

9. Has the City secured funding, or identified a potential funding source, for the subscription fees and software providers' implementation fees, for the future ERP solution?

   Yes, the City's General Fund and Enterprise Funds will be the funding source.

10. Regarding the proposal format, a schedule with key deliverables and tasks is required in both the Proposed Scope of Services and Methodology sections. Could the City clarify which section it would like the proposed schedule?

    Include in the Methodology Section.

11. As it relates to Page 22, Section 5.0 Insurance, 5.1 Minimum Scope and Limits of Insurance, would the City allow a vendor to use its umbrella liability insurance to augment any commercial general liability or automobile liability insurance?

    Yes.

12. Has the City started evaluating any ERP systems for this project?

    a. If so, what systems are currently being evaluated?

No, the City has not begun any evaluations of ERP systems or software options

13. Has the City determined a timeline for the implementation?

Eden has a sunset date of March 2027. After this date, the City may continue to use the system, however it will no longer receive updates, support, or security patches. The version of TraKit the City currently uses is no longer supported and has compatibility issues. Implementation phase of the project should begin no later than July 1, 2027, with full implementation by December 31, 2027.

    a. Given that the implementation timeline is largely determined by the ERP vendor that is selected, how does City prefer that we estimate implementation services?

    Proposer should provide a proposed project schedule demonstrating meeting the City's implementation target date of December 31, 2027. Proposers may include information within the project schedule identifying challenges, such as vendor delays, that may impact the project implementation deadline.

14. We want to try and propose services that will work best for the City. Has a budget been developed for the project?

    a. What is the ERP vendor software and services budget?

    The City does not currently have a specific budget for the ERP vendor software. The City intends to assess feasibility and cost during the needs assessment. The budget for this portion of the project will be developed at that time.

    b. What is the System implementation services budget?

    Budget for software vendor costs associated with software implementation of the project has not yet been established.

15. Is there an incumbent vendor that has already performed any preliminary work for this project? If so, are you able to share the name of the firm and the general work that was performed?

No vendor has performed preliminary work on this project.

16. Are we able to provide pricing for the system selection only and hourly rates for the implementation?

As stated in Section 8.12 of the RFP the City wishes to negotiate all-inclusive maximum price for all tasks as outlined in the Scope of Services. If additional work or tasks are

recommended; proposers should provide the required information separately but include the pricing information as part of the fee proposal.

17. Please confirm the ERP/Eden replacement scope for this project includes applications: Finance, Human Resources, Payroll, and Utility Billing. The Background section of the RFP lists "licensing" is part of Eden. Can you expand on what "licensing" is?

Yes, the ERP will include Finance, Human Resources, Payroll, and Utility Billing. The City currently manages its own business licensing and animal control licensing. Business licensing is currently managed through Eden and animal control licensing is managed through Shelter Pro. The proposer is expected to conduct a needs assessment and make recommendations to address gaps in business processes within all departments of the City.

18. Where should we place Attachment A and the Resolution in our document response?

This can be outlined within the Table of Contents and included after Additional Information.

Please sign the acknowledgement and return this Addendum with your proposal.

END OF ADDENDUM NO. 1

City of Blythe

Christa Elms, Finance Director

Acknowledgement of Receipt
ADDENDUM NO. 1

Signature of Bidder
Ryan Doil, Principal

Appendix A. Resumes

Ryan Doil, MBA, Prosci® CCP, CPPB, NIGP-CPP

PRINCIPAL / PROJECT PRINCIPAL

Berry, Dunn, McNeil & Parker, LLC



Ryan Doil brings more than five years of experience working in a federal procurement role and 16 years working with the public sector. Through this work, Ryan offers a valuable perspective on the effective oversight of complex, multi-organizational government information systems management, procurement processes and compliance, and organizational change.

EDUCATION AND CERTIFICATIONS

MBA, University of Southern Maine

BA, Political Science and History, Univ. of Vermont

Prosci® Certified Change Practitioner

Certified Professional Public Buyer (CPPB)

Certified Procurement Professional (NIGP-CPP)

AFFILIATIONS AND MEMBERSHIP

National Institute of Government Procurement (NIGP), member

SELECT CLIENTS

City of Avondale, AZ

City of Corona, CA

City of Fountain Valley, CA

City of El Monte, CA

City of Irvine, CA

City of Novato, CA

City of Redding, CA

Cosumnes Community Services District, CA

PROJECT EXPERIENCE

Engagement Management: Ryan has managed numerous software system projects for BerryDunn clients, including two current engagements with clients migrating from legacy Tyler ERP products, as well as numerous others. In addition, Ryan has been involved as a project manager on several multiyear software system implementation projects. Ryan is skilled in managing the challenges and constraints for complex, enterprise-wide projects.

ERP System Selection and Implementation: Ryan has extensive experience leading organizations through ERP system assessment and selection projects. In each, Ryan has worked with all stakeholder groups to confirm current environment challenges and business drivers for the project, document future system requirements, and lead the client through a collaborative and structured system evaluation process.

Operational Efficiency: Ryan has led many business process improvement activities and assisted with OCM planning efforts. This experience includes facilitating and developing as-is and to-be business process diagrams and has resulted in his ability to identify challenges with existing processes and provide recommendations.

OCM/Organizational Development: Ryan is a Prosci® CCP and led BerryDunn's Change Management Community of Practice (CMCOP) for two years and is presently the sponsor for this internal knowledge-sharing group that consists of more than 100 change management practitioners. He has also led projects from an executive sponsor position where he became accustomed to tailoring messaging for leadership teams to help prompt actionable steps.

David Ledbetter, PMP®, Prosci® CCP

SENIOR MANAGER / ENGAGEMENT MANAGER / FINANCE SME

Berry, Dunn, McNeil & Parker, LLC



David Ledbetter is a senior manager in our Local Government Practice Group with more than 10 years of experience in systems planning, selection, and implementation engagements with local government clients across the West Coast. His experience includes software implementation, project management, OCM, knowledge transfer, risk management and requirements development, as well as accounting technology and government finance as finance administrator for Whitman County, Washington.

EDUCATION AND CERTIFICATIONS

BBA, Finance, Eastern Washington University

Certified Project Management Professional® (PMP®)

Prosci® Certified Change Practitioner

SELECT CLIENTS

City of Alameda, CA
City of Auburn, WA
City of Corona, CA
City of El Monte, CA
City of Fountain Valley, CA
City of Helena, MT
City of Irvine, CA
City of Livermore, CA
City of Long Beach, CA
City of Mercer Island, WA
City of Oxnard, CA
City of Redding, CA
City of Richland, WA
City of San Leandro, CA
City of Santa Cruz, CA
City of Snoqualmie, WA
City of Woodbury, MN
Santa Cruz County, CA

PROJECT EXPERIENCE

System Assessment, Selection, and Implementation: David is an active engagement and project manager on enterprise-wise projects, focusing on system selection and implementation. His experience encompasses the full system life cycle—needs assessments, requirements definition, RFP development, contract negotiations and implementation. His experience includes delivering high-quality knowledge transfer services to clients, allowing them to use complex software products efficiently and effectively to achieve daily operations.

Business Process Analysis: As an engagement and project manager with BerryDunn, and in prior roles as an implementation consultant and project manager with Tyler Technologies, David partnered with clients to gain a comprehensive understanding of business processes and technical requirements to help ensure that system functionality addressed all client needs. His experience includes current environment assessments and existing data documentation analyses and has resulted in his ability to identify challenges with existing processes and provide recommendations.

Vendor Marketplace Research: David brings knowledge of the vendor marketplace and a structured approach to conducting research to help inform project outcomes. Using his knowledge of the marketplace, he works with clients to identify vendors that can accommodate the client's priorities and help determine whether vendor offerings meet their goals and objectives and whether certain functionalities would affect project costs.

PUBLICATIONS AND PRESENTATIONS

Breaking Down Change Resistance 2025 CSMFO Annual Conference

A New ERP System: Magic or Headache? 2024 CSMFO Annual Conference

Tammie Warren, PMP®, ITIL®4

SENIOR CONSULTANT / PROJECT MANAGER

Berry, Dunn, McNeil & Parker, LLC



Tammie Warren is a senior consultant and results-driven business leader with experience in project management, management of large-scale, multi-state enterprise systems and over 12 years focused on HR and finance-related business operations. She is highly skilled in interpreting and analyzing business processes, with a passion for problem solving and delivering solutions and experience with working with cross-functional teams and facilitating the successful execution of project objectives and milestones.

EDUCATION AND CERTIFICATIONS

BS, Business Administration and Accounting, University of Phoenix

Certified Project Management Professional® (PMP®) Project Management Institute®

Information Technology Infrastructure Library (ITIL) v4 Foundations Certified

SELECT CLIENTS

City of Corona, CA

City of Denton, TX

City of Irvine, CA

City of Rowlett, TX

City of Woodbury, MN

Coachella Valley Association of Governments, CA

Cosumnes Community Services District, CA

Morrow County, OR

Skamania County, WA

Sonoma County, CA

Washington County, WA

PROJECT EXPERIENCE

Project Management: Tammie recently supported the City of Woodbury, Minnesota in its ERP conversion and upgrade project, providing project management oversight and guiding business process adoption and user acceptance testing to help ensure successful implementation and alignment with organizational goals. Tammie also recently completed work with the Jefferson County School District in Colorado, where she played a key role in their ERP system replacement engagement and business process improvement initiative driving a well-defined roadmap for process improvement, enabling the client to address process gaps, enhance operational efficiency, update policies, and implement targeted technology enhancements to achieve their desired future state.

During her time in the public sector as director of business information systems for IDEA Public Schools in Texas, Tammie provided ERP project management for highly complex systems and integrations, analysis and design for multifaceted business operations, system governance and security management across applications, identifying and executing system enhancements, upgrades, and testing in alignment with business deadlines.

System Selection: With over a decade of experience, Tammie possesses extensive knowledge in the selection and implementation of large-scale enterprise systems. She specializes in understanding unique needs of clients and leveraging her skills to analyze business processes, align technology solutions with organizational goals, and drive meaningful improvements. Her client-focused approach helps ensure each solution is tailored to support operational efficiency, compliance, and long-term success.

Michelle Graham, MBTI®, CPM, LSSGB

SENIOR CONSULTANT / BUSINESS ANALYST AND HR / PAYROLL SME

Berry, Dunn, McNeil & Parker, LLC



Michelle Graham is a senior consultant in the Local Government Practice Group. She has experience managing and executing various types of projects and initiatives while maintaining a constant focus on organizational development and HCM. Prior to joining BerryDunn, Michelle held various leadership roles for the City of Pearland, Texas for more than 20 years. Her experience includes six years of as director of human resources and more than 15 years of parks and recreation leadership. She has a proven track record in employee retention and has earned multiple departmental and individual awards for her initiatives. She utilizes her professional skills, abilities, ethics, experience, and education to focus on the clients' needs and provide for meaningful work.

EDUCATION AND CERTIFICATIONS

MS, Recreation and Leisure Studies, Southern Connecticut State University

BA, Speech Communication, Sam Houston State University

Certified Myers-Briggs Type Indicator® (MBTI®) Practitioner and Trainer

Certified Public Manager (CPM)

Lean Six Sigma Green Belt Certified (LSSGB)

SELECT CLIENTS

City of Bettendorf, IA

City of Irvine, CA

Klickitat County, WA

MAPA Omaha, NE

Washington County, OR

Waukesha County, WI.

PROJECT EXPERIENCE

HCM/Payroll: During her tenure with BerryDunn, Michelle has provided project management services for numerous public-sector clients, including system selection and implementation projects for both financial and HCM software systems. In the public sector, Michelle initiated employee engagement efforts over three years, resulting in her employer being recognized as a Top Workplace in 2019. Additionally, she kickstarted multiple successful development programs to grow staff through low-cost professional development opportunities. With an eye for growth and career advancement, Michelle has mentored and coached many employees resulting in their growth and career advancement while serving as director of human resources. In addition, she initiated and created multiple engagement opportunities for staff at various levels, including a women's affinity group; a Lean process improvement team; and an employee recognition team. Over the course of two years, she increased the retention rate of seasonal employees from 8.7% to 30.4%.

System Selection and Implementation: A former HR director for the City of Pearland, Texas, Michelle brings her public-sector HCM experience to the full system selection and implementation life cycle, where she helps identify project risks and issues and provide recommendations to mitigate risks.

OCM: Michelle uses her background in HCM to help clients embrace change and prepare for a future environment through effective communication. She has assisted clients in developing effective strategies and timely and consistent communication to promote buy-in and project success.

Emma Brown

CONSULTANT / BUSINESS ANALYST

Berry, Dunn, McNeil & Parker, LLC



Emma Brown is a consultant in BerryDunn's Local Government Practice Group, bringing a strong background in client work and cross-team collaboration. Her ability to combine data, processes, and technology highlights her commitment to quality analysis and client satisfaction. Further, Emma's attention to detail and communication skills enable her to convey complex information effectively.

EDUCATION AND CERTIFICATIONS

BS, Finance, Arizona State University

Certificate, International Business Studies, Arizona State University

SELECT CLIENTS

City of Amarillo, TX

City of Auburn, WA

City of Bettendorf, IA

City of Milpitas, CA

City of Redding, CA

City of Surprise, AZ

City of Tempe, AZ

CVAG, CA

Coachella Valley Water District, CA

Cosumnes Community Services District, CA

Jefferson County Public Schools, CO

PROJECT EXPERIENCE

Business Analysis: As a business analyst, Emma supports system selection engagements by assessing current environments, developing requirements, and forming recommendations across functional areas. She contributes to needs assessments, work plans, and strategic visioning presentations. Her analytical skills help bridge technical and operational perspectives, helping to ensure solutions are tailored to client needs.

Client Engagement and Communication: Emma brings skills in client-facing communication, drafting compelling materials that support decision-making and project transparency. She authors executive summaries, stakeholder presentations, and internal memos that distill complex information into actionable insights. Her writing supports alignment across departments and reinforces trust in the consulting process.

System Implementation: Emma has contributed to Finance, HCM, ERP, and customer information system (CIS) implementations for local government public-sector clients. She helps define program scope, stakeholder roles, and success criteria, and authors documents that guide implementation phases and governance structures. Emma also supports OCM efforts across client departments. Her work emphasizes the importance of cross-system alignment and operational scalability.

Shaunteria Brown, PMP®, CSM®, CSPO®

CONSULTANT / BUSINESS ANALYST

Berry, Dunn McNeil & Parker, LLC



Shaunteria Brown is a consultant at BerryDunn with over five years in digital marketing, business analysis, and project coordination. Shaunteria is skilled in process documentation, requirement management, and risk mitigation. She has delivered quality results under tight deadlines, optimized workflows, and collaborated cross-functionally.

EDUCATION AND CERTIFICATIONS

BS, Information Technology, Florida Agricultural and Mechanical University

Project Management Professional (PMP®)

Certified Scrum Master (CSM)

Certified Scrum Product Owner (CSPO)

SELECT CLIENTS

Coachella Valley Water District, CA

PROJECT EXPERIENCE

System Implementation: Shaunteria brings several years of implementation experience, from designing SaaS-based regulatory management solutions to helping ensure seamless integration, enhancing user experience for long-term client satisfaction, and boosting project implementation efficiency. In her work she has improved cross-functional communication and transparency, facilitated smooth transitions from legacy systems, increased adoption rates, and delivered comprehensive post-implementation training.

Local Government: Shaunteria served as a business analyst with Seminole County, Florida where she orchestrated cross-departmental projects with IT, aligning technology solutions with departmental needs and improving project timelines by 15%, directly enhancing service delivery for County residents. She spearheaded workshops with stakeholders, capturing requirements within 21 days to develop Initial Business Analyses (IBAs) that include change driver, cost, constraints, risk, benefits, assumptions and a proposed timeline. She also achieved a 41% improvement in system integration for county operations by mapping current and future workflows in Visio and producing a user manual that reduced training time by 30% Shaunteria created detailed functional specifications and business cases, accelerating decision-making by 23% for key IT projects, which led to faster implementation and reduced bottlenecks in critical workflows.

Austin Nichols, MBA

MANAGER / COMMUNITY DEVELOPMENT SME

Berry, Dunn, McNeil & Parker, LLC



Austin Nichols is a manager in our Local Government Practice Group. Having led multiple software system replacement projects, Austin excels by developing action plans through understanding stakeholder requirements, setting goals with measurable outcomes, managing project risks and issues, and providing transparent communication throughout the life cycle of the effort. Austin has led several process improvement projects for building and permitting departments. He has successfully managed the implementation of large-scale projects, including enterprise resource planning (ERP) and computer-aided dispatch (CAD)/record management systems (RMS), developed a mobile app to connect citizens to city services, and led a Work Smarter initiative to reduce cost and increase the efficiency of utility and public works departments.

EDUCATION AND CERTIFICATIONS

MBA, University of Texas Arlington

Bachelor's degree, Texas Tech University

SELECT CLIENTS

City of Irvine, CA

City Aventura, FL

City of Amarillo, TX

City of Arlington, TX

City of Big Spring, TX

City of Denton, TX

City of Frisco, TX

City of Lubbock, TX

City of Nowalk, CT

City of Plano, TX

City of Scottsdale, AZ

City of Stillwater, OK

City of Tempe, AZ

City of Weatherford, TX

Jefferson Parish, LA

Kern County, CA

Madison Metropolitan Sewerage District, WI

Metropolitan Government of Nashville and Davidson County, TN

PROJECT EXPERIENCE

Community Development: Austin has led several process improvement projects for building and permitting departments. These projects involved assessing the use of software for diagramming, planning, permitting, and plan review. As a result, Austin excels at developing action plans through understanding stakeholder requirements, setting goals with measurable outcomes, managing project risks and issues, and providing transparent communication throughout the life cycle of the endeavor. Austin has served as project manager for community development system projects with the Cities of Tempe and Scottsdale, Arizona and Kern County, California.

Business Analysis Project Management: Austin managed the implementation of an ERP software project including finance, human resources, and utility billing modules as well as a CAD/RMS software project to modernize the operational processes of the City of Weatherford, Texas Police and Fire Departments. Having analyzed business processes across multiple functional departments to help ensure maximum effectiveness of operations, he recommended solutions to executive leaders by prioritizing technical and functional requirements of City departments. He has experience coordinating training operations for 400+ employees.

Process Improvement: Austin leads many of our process improvement projects. He conducts as-is and to-be process diagramming in order to thoroughly understand a system's current state and to identify future features and processes that will best support the end users. This objective analysis helps stakeholders identify and prioritizes upgrades and improvements.

Kate Offerdahl-Joyce, NIGP-CPP

MANAGER / PROCUREMENT LEAD

Berry, Dunn, McNeil & Parker, LLC



Kate Offerdahl-Joyce is a manager in the Local Government Practice Group who focuses on procurement and contract analysis. They bring more than 15 years of procurement, process improvement, and recommendation implementation experience. With a strong background in project management, Kate has hands-on experience working with a wide array of teams and organizations to improve business processes to be more efficient, user-friendly, and time- and cost-effective. Kate is also a National Institute of Governmental Purchasing Certified Procurement Professional.

EDUCATION AND CERTIFICATIONS

BA, History, University of MN – Twin Cities

Master's Certificates in Government Contracting, Commercial Contracting, and IT/Information Security Project Management, Villanova University

National Institute of Governmental Purchasing Certified Procurement Professional (NIGP-CPP)

SELECT CLIENTS

City of Amarillo, TX
City of Auburn, WA
City of Cedar Falls, IA
City of Corona, CA
City of Irvine, CA
City of Livermore, CA
City of Redding, CA
City of Santa Cruz, CA
City of San Leandro, CA

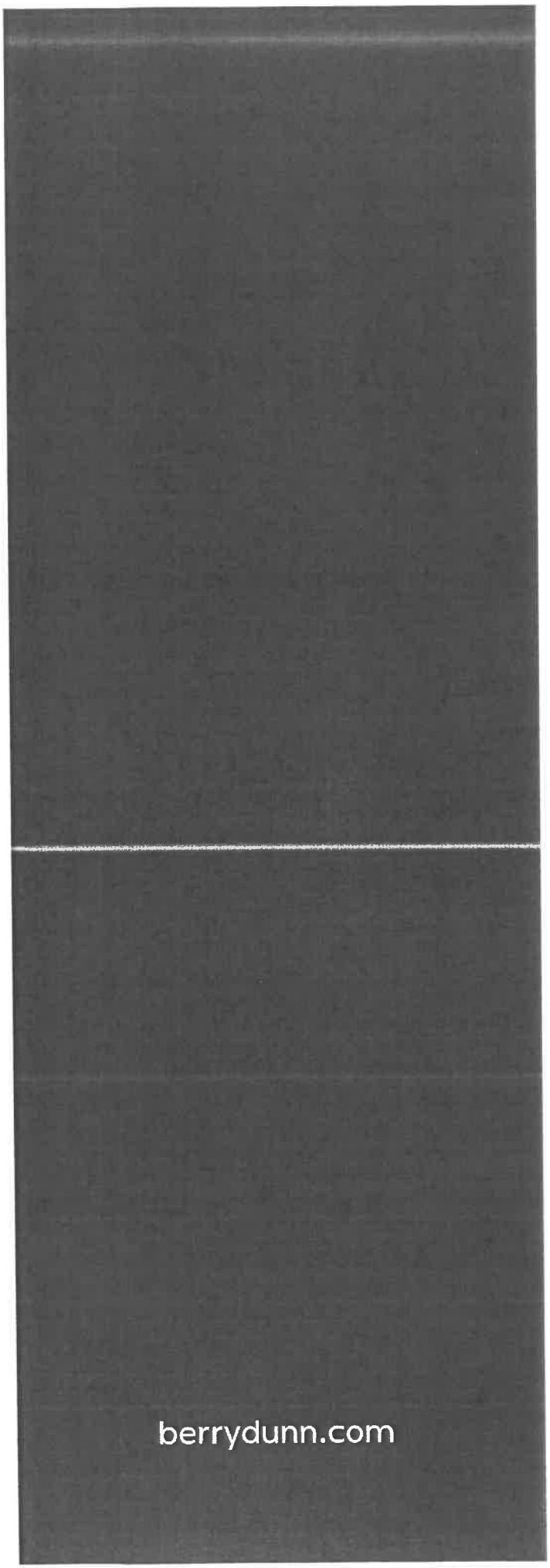
PROJECT EXPERIENCE

Government Procurement: Kate has over 13 years of experience with state and local government procurement. This experience includes RFP writing, vendor evaluation, and response development. They also are well-versed in eProcurement, reporting, and process improvement. While the IT Project Manager for National Association of State Procurement Officials (NASPO) ValuePoint, they worked with many public-sector offices, departments, and organizations, leading the implementation of a national eProcurement SaaS solution, improving business processes, and supporting onboarding and training activities.

System Selection: Kate has assisted numerous BerryDunn clients with market research and benchmarking, RFx development analysis, spend analysis and cost reduction, and contract management and negotiation. They are all well-versed in supplier performance evaluation and vendor management and relationship building.

Business Process and Operational Assessment: Kate helps both small and large-scale local government clients with procurement process analysis, procurement policy review and development, and process mapping and workflow optimization. Their work assessing procurement policies, procedures, and workflows identifies strengths to capitalize on, areas for improvement and increased efficiencies, and promotes enhanced service delivery.

Project Management: Kate's project management experience is extensive and wide-reaching. They have worked in various capacities, including across departments, with IT and supporting sales and product development. In their project management engagements, Kate has led all aspects of project management, including inception, discovery, planning, implementation, and execution. In all that they do, they seek to identify opportunities to improve, implement effective change, and help ensure successful partnerships.



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This proposal is the work of Berry, Dunn, McNeil & Parker LLC and is in all respects subject to negotiation, agreement, and signing of specific contracts.

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CITY OF BLYTHE
CITY COUNCIL MEETING

STAFF REPORT

MEETING DATE: April 14, 2026

SUBJECT: Fiscal Year 2025-2026 Mid-Year Financial Report and Budget Amendments

PRESENTED BY: Christa Elms, Director of Finance

PREPARED BY: Christa Elms, Director of Finance

RECOMMENDATION: It is recommended that City Council:

1. Receive and file the Fiscal Year 2025-2026 Mid-Year Financial Report.
2. Adopt Resolution No. 2026-004 amending Fiscal Year 2025-2026 Budget.
3. Approve the recommended budget amendments as detailed in Exhibit A of resolution.

FISCAL IMPACT: The fiscal impacts of the proposed budget amendments are identified in Exhibit A attached to the Resolution.

BACKGROUND: It is standard practice to conduct ongoing reviews of the annual budget. Since the approval of the fiscal year 2025-2026 budget on June 10, 2025, staff have consistently monitored revenue and expenditure performance. This systematic review has highlighted the necessity to amend certain existing revenues and appropriations to accommodate recent changes.

These recommendations are intended to promote sound fiscal management and ensure that the City's financial operations are both transparent and accountable. By adopting the proposed amendments, City Council can proactively address revenue shortfalls and expenditure variances, thereby safeguarding the City's financial stability while supporting essential public services.

STAFF REPORT: The accompanying Financial Report offers an analysis of the initial six months of the City's fiscal year 2025-2026 budget. It presents recommended adjustments to revenue estimates and appropriations, with particular emphasis on the General fund.

GENERAL FUND

The General fund serves as the main revenue source and operating fund for many of the services the City provides. These services include public safety, street maintenance, community services, parks and recreation. Additionally, the budgets for the City Council, City Manager's office, City Attorney, and Finance are supported by the General fund. The funding for these activities comes primarily from general tax revenues, including sales and property taxes, vehicle-in-lieu fees, transient occupancy tax, franchise fees, charges for service, and licenses and permit fees.

Revenue - Revenue estimates for the General fund are prepared before the start of the fiscal year, utilizing historical data, observed trends, and actual receipts. Tax revenues constitute the largest portion of the General fund, with 72% of the City's revenue sourced from sales and property taxes, vehicle in-lieu fees, and transient occupancy tax. Sales tax, in particular, accounts for 35% of General fund revenue.

Revenues typically trend below 50% at mid-year. This is primarily due to the timing of actual receipts for sales and property tax revenue, resulting in an average of approximately 30% of revenue received by mid-year. As of December 31, 2025, the City's General fund has received $4.9 million, which represents 31% of budgeted revenues. Based on current trends and available information, total revenue for the fiscal year is anticipated to reach about $15.1 million (excluding aberrations), or 6% below the adopted budget. The primary factors contributing to this shortfall are lower-than-expected building permit fees and sales and transient occupancy tax revenue.

According to updated forecasts from the consultant and review of the City's budget-to-actual performance, sales tax revenue is projected to end the fiscal year 10% below budget. This includes a combined projected shortfall of $475,000 for Bradley Burns and Measure K. Excluding reporting anomalies, Blythe's actual sales from July through September 2025 were down 7.3% compared to the same period in the previous fiscal year. Measure K collections declined by 5.4%. Most major business groups in Blythe experienced a decrease during the first quarter of the fiscal year compared to the prior year, with autos and transportation group taking the biggest hit. In contrast, Riverside County taxable sales increased by 2.4% and the Southern California region saw growth of 1.8% over the same timeframe.

Detailed information regarding the revenue budget and mid-year actuals for each major General fund revenue category through December 31, 2025, is provided in Table 2 of the attached Financial Report.

Departmental Operating Expenditures - Operating expenditures for each department are closely monitored throughout the fiscal year to ensure spending remains within budgeted limits. At the midpoint of the fiscal year, departmental operating expenditures should align closely with 50% of the annual budget, although spending patterns can vary between departments. General government expenses often surpass the 50% mark at mid-year, primarily due to lump-sum payments for pension liabilities and debt obligations. As of December 31, 2025, General fund expenditures amounted to $8.8 million, representing 55% of the adopted budget. On average, departments have utilized 45% of their approved budgets by mid-year. Overall, projections indicate that General fund operating expenditures (excluding aberrations) will conclude the fiscal year 5% below the adopted budget.

A detailed breakdown of the expenditure budget and mid-year actuals for each General fund department, as of December 31, 2025, can be found in Table 3 of the attached Financial Report.

GENERAL FUND BUDGET AMENDMENTS

Budget-to-actual comparisons are vital for monitoring financial health and guiding fiscal strategy. Regular assessments help identify discrepancies early, enabling timely adjustments to revenue and expenditure projections. This proactive approach ensures the City remains responsive to changing economic conditions and maintains a balanced budget throughout the fiscal year.

During the mid-year review, staff recommend amendments to the adopted General fund revenue and expenditure budget. These adjustments are intended to closely align the year-end budget with actual performance, rather than address every anticipated variance. The specific amendments are outlined in Exhibit A of the attached Resolution.

Revenue - Staff recommend adjusting revenue estimates to reflect current trends. These amendments will help align the budget with realistic forecasts for the remainder of the fiscal year. Revenue projections are recommended for a modest decrease with a revised estimate of $16,942,800. These amendments will align tax revenues with actual projections, include grant revenues awarded after budget adoption, and incorporate other adjustments as detailed in Exhibit A.

Appropriations - For the mid-year budget review, staff recommend an increase in General fund appropriations, for an amended budget of $16,899,800. This adjustment is necessary to accommodate cost changes associated with grant revenues and contract modifications that have been approved. All related contracts pertaining to these expenditure adjustments have been formally authorized by City Council.

OTHER FUNDS

Although the General fund is the City's primary operating fund, the City utilizes various enterprise, capital, internal services, and special revenue funds to account for governmental and business-like activities. The Finance Department staff reviewed all City funds for this mid-year analysis. The recommended adjustments to appropriations for other funds are identified in Exhibit A of the attached Resolution. In general, the recommended adjustments correlate with revenue and appropriation adjustments of the General fund. A notable exception is an amendment to appropriations in the Gas Tax fund and Storm Drain Project fund. Staff recommend programming Gas Tax reserves to fund Lovekin and Barnard Storm Drain Project. The project was deemed as a priority by staff after the City experienced flooding issues at the intersection during recent storm activity.

CONCLUSION

Although the mid-year review focuses on the City's General fund, this report also provides an update for other funds where fiscal changes are noted. The changes in the attached Resolution No. 2026-004 are recommended so that the current budget will not only provide the proper funding needed to carry out the programs and activities anticipated through June 30, 2026, but will also more accurately reflect the City's financial condition as it enters the Fiscal Year 2026-2027 budget process.

For the mid-year budget review, staff recommend City Council receive and file the Fiscal Year 2025-2026 Mid-Year Financial Report and adopt amendments to the fiscal year budget to reflect the changes detailed in Exhibit A of attached Resolution No. 2026-004.

ATTACHMENTS:

A. Fiscal Year 2025-2026 Mid-Year Financial Report
B. Resolution No. 2026-004
C. Exhibit A to Resolution No. 2026-004

CITY OF BLYTHE

Mid-Year Financial Report
Second Quarter of Fiscal Year 2025-2026

April 14, 2026

OVERVIEW

This Mid-Year Financial Report provides a summary of the City's revenue and expenditures from both the General Fund and Proprietary Funds for the first half of fiscal year 2025-2026. Its primary purpose is to keep the City Council informed about current financial trends, the City's fiscal health, and to facilitate review of recommended actions regarding revenues and expenditures.

Adjusted Budgets and Revenue Estimates. The mid-year report is based on six months of actual, unaudited financial activity and includes all budget amendments approved by the City Council through December 31, 2025.

GENERAL FUND

GENERAL FUND FINANCIAL CONDITION. At mid-year, the General Fund has recorded revenues totaling $4.9 million, representing 31% of the projected revenues of $16.1 million. Expenditures are $8.8 million, or 55% of the total expenditure budget of $16.0 million. These figures are detailed in Table 1.

Table 1: General Fund Overview, Budget vs. YTD Actuals, Mid-Year

General Fund	Budget	YTD Actuals	%
Revenue	16,132,400	4,978,965	31%
Expenditure	16,075,600	8,844,570	55%

*Amounts exclude budgeted one-time revenue and expenditures including grants and capital.

REVENUES. General fund revenues are typically below 50% at mid-year, mainly because of the timing in the receipt of property tax and sales tax revenues. The typical average at mid-year is 30%. As of December 31, 2025, the General Fund has received $4.9 million, or 31% of budgeted revenues. Current trends suggest that year-end revenues will be approximately $15.1 million, which is 6% below the adopted budget.

Table 2: General Fund Revenue, Budget vs. YTD Actuals, Mid-Year

Revenues	Budget	YTD Actuals	% Received
Measure K (Sales Tax)	3,075,000	709,821	23%
Sales Tax	1,740,000	570,554	33%
VLF	1,800,000	-	0%
Property Tax	1,688,000	374,921	22%
Transient Occupancy Tax	1,600,000	553,615	35%
Other Revenue	6,229,400	2,770,054	44%
Total	**16,132,400**	**4,978,965**	**31%**

*Amounts exclude budgeted one-time revenue and expenditures including grants and capital.

Property Tax. Property tax revenue is collected by the County Tax Collector from a 1% levy on the assessed value of all real property. The budgeted amount for property tax revenue is $1.6 million, with mid-year actuals at $0.37 million, or 22%. County distribution reports indicate that year-end actuals will end the year on target.

Sales tax and Measure K. Sales tax distributed to the City through December 2025 represents sales from July to October 2025. Actuals as of December 2025 are $0.5 million, or 33%, for the Bradley Burns sales tax and $0.7 million, or 23%, for Measure K district sales tax. The updated forecast indicates that total sales tax revenue will end the fiscal year 10% below budget, with a shortfall of $0.47 million. Actual sales from July through September 2025 were down 7.3% compared to the same period in the previous fiscal year, and Measure K was down 5.4%. Most major business groups in Blythe saw declines in the first quarter. Riverside County taxable sales grew 2.4%, and the Southern California region was up 1.8% over the same period.

VLF. Vehicle-in-Lieu Fee revenue is paid by the county in two equal installments, both received in the second half of the fiscal year. Therefore, mid-year receipts are typically 0%. The County property tax reports show a VLF distribution of $1.84 million,

slightly over budget projections and a 6% growth over prior year.

Transient Occupancy Tax (TOT). Transient Occupancy Tax is levied on transient guests, not residents. Key economic factors influencing TOT include room rates, occupancy, and demand. As of December 2025, actual receipts are 35% of budget projections, or $0.55 million, with 58% of the year's monthly reports outstanding.

EXPENDITURES. Departmental operating expenditures should align closely with 50% of the annual budget at mid-year, although spending patterns may vary. General government expenses usually exceed 50% at mid-year due to lump-sum pension liability and debt payments.

Table 3: General Fund Expenditures, Budget vs. YTD Actuals, Mid-Year

Departmental Expenditures	Budget	YTD Actuals	% Expended
City Council	106,900	54,615	51%
City Clerk	66,300	32,589	49%
City Attorney	228,000	106,819	47%
Administration	322,000	162,153	50%
General Government	5,152,600	4,087,350	79%
Finance	532,300	267,668	50%
Community Development	721,100	389,490	54%
Police	6,224,700	2,714,924	44%
Fire	901,500	431,939	48%
Public Works	872,500	196,907	23%
Parks	341,900	130,313	38%
Recreation	605,800	269,804	45%
Total	**16,075,600**	**8,844,570**	**55%**

*Amounts exclude budgeted one-time revenue and expenditures including grants and capital.

General fund expenditures through December reached $8.8 million, or 55% of the adopted budget. Departments are averaging 45% of their approved budget at mid-year. Table 3 presents the expenditure budget and mid-year actuals for each General Fund department through December 31, 2025.

WATER AND SEWER ENTERPRISE FUNDS

Enterprise funds are used by the City to charge customers for services, aiming to recover the cost of providing those services. Water and Sewer Enterprise revenues usually follow a steady trend, with minor monthly variations based on consumer usage in Water.

Excluding one-time items and contingencies, mid-year Water Enterprise revenues are at 42% of budget and Sewer Enterprise revenues at 49%. Expenditures are 48% for Water and 39% for Sewer.

CONCLUSION

The annual adopted budget serves as the City's financial plan and is developed using the most accurate and relevant information available at the time of adoption. However, as the fiscal year progresses, actual economic conditions, revenue trends, expenditure demands, and operational priorities may differ from original assumptions. As a result, adjustments to the adopted budget may be necessary to respond to changing circumstances and to ensure the continued financial stability and service delivery goals of the City.

This Mid-Year Financial Report reflects detailed financial data prepared by the City's Finance Department and is based on six months of unaudited actual activity. The report is intended to provide an interim assessment of the City's financial position, highlight emerging trends, and support informed decision-making by City management and the City Council. All figures presented in this report are unaudited and subject to change as additional information becomes available and year-end adjustments are made. For further information or questions regarding this report, please contact the Finance Department by phone at (760) 922-6161 or by email at celms@cityofblythe.ca.gov.

RESOLUTION NO. 2026-004

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLYTHE, CALIFORNIA, AMENDING THE OPERATING AND CAPITAL BUDGET FOR FISCAL YEAR 2025-2026

WHEREAS, on June 10, 2025, the City Council of the City of Blythe adopted Fiscal Year 2025-2026 Operating and Capital Budget by Resolution No. 2025-010; and

WHEREAS, the City of Blythe conducts regular reviews of its budget as it is fiscally prudent to do so; and

WHEREAS, based upon the review through December 31, 2025, the City Council of the City of Blythe desires to amend the Fiscal Year 2025-2026 Operating and Capital Budget.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BLYTHE, CALIFORNIA DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The City Council hereby approves amendments to the 2025-2026 Operating and Capital Budget: revenue, expenditure, and transfers, as summarized in Exhibit A to this Resolution.

SECTION 2. The City Clerk shall certify to the adoption of this Resolution

PASSED, APPROVED, AND ADOPTED this 14th day of April, 2026 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Joseph DeConinck, Mayor

ATTEST:

_____
Mallory Crecelius, City Clerk

(S E A L)

City of Blythe
2025-2026 Budget Amendments
Account Detail
April 14, 2026

G/L#	Account Description	Category	FY 2025-2026 Adopted Budget	FY 2025-2026 Proposed Amendment	Increase / (Decrease)
		General Fund			
Revenue					
000-25-313-000	Sales Tax	Sales Taxes	1,740,000	1,640,000	(100,000)
000-25-313-001	District Sales Tax	Sales Taxes	3,075,000	2,700,000	(375,000)
000-25-316-010	Transient Occupancy Tax	Business Taxes	1,600,000	1,500,000	(100,000)
000-25-316-012	Cannabis Tax	Business Taxes	100,000	145,000	45,000
000-25-335-020	Vehicle License-in-Lieu Fee	State Shared Revenues	1,800,000	1,840,000	40,000
000-41-322-010	Bldg/Plumbing/Electrical Permits	Licenses and Permits	250,000	175,000	(75,000)
000-50-331-069	Stonegarden Grant	Federal Grant	-	163,900	163,900
000-50-334-002	CTFGP Law Enforcement Grant	State Grant	-	211,500	211,500
		Net Increase in Revenues	**8,565,000**	**8,375,400**	**(189,600)**
Expenditure					
000-50-421-23-131-000	Overtime	Salaries	100,000	222,000	122,000
000-50-421-23-222-000	FICA	Benefits	190,100	213,000	22,900
000-50-421-23-342-008	Flock Plate Reader Services	Professional/Technical Services	-	36,600	36,600
000-50-421-23-582-000	Travel	Other Services	50,000	69,000	19,000
000-50-421-23-652-001	Body Armor Replacement	Supplies	14,000	22,700	8,700
		Net Increase in Expenditures	**354,100**	**563,300**	**209,200**
Transfers					
000-50-421-23-822-505	Transfer out Central Garage	Operating Transfers	-	80,000	80,000
		Net Increase in Transfers Out	**-**	**80,000**	**80,000**
		Asset Forfeitures			
Revenue					
107-00-352-010	Asset Forfeitures	Fines and Forfetis	-	18,900	18,900
		Net Increase in Revenues	**-**	**18,900**	**18,900**
		Gas Tax Fund			
Transfers					
112-70-431-52-822-330	Transfer out Capital Storm Drain Projects	Operating Transfers	-	232,000	232,000
		Net Increase in Transfers Out	**-**	**232,000**	**232,000**
		Capital Storm Drain Project Fund			
Transfers					
330-00-391-112	Transfer in Gas Tax Fund	Operating Transfers	-	232,000	232,000
		Net Increase in Transfers In	**-**	**232,000**	**232,000**
Expenditure					
330-00-431-52-432-009	Lovekin/Barnard Storm Drain	Property Services	-	232,000	232,000
		Net Increase in Expenditures	**-**	**232,000**	**232,000**
		Sanitation Fund			
Transfers					
430-00-391-025	Transfer in General Fund	Operating Transfers	100,000	50,000	(50,000)
		Net Decrease in Transfers In	**100,000**	**50,000**	**(50,000)**
		Golf Course Fund			
Transfers					
450-00-391-025	Transfer in General Fund	Operating Transfers	60,000	721,100	661,100
		Net Increase in Transfers In	**60,000**	**721,100**	**661,100**
Expenditure					
450-00-451-25-342-000	Contractual Management Services	Professional/Technical Services	60,000	712,000	652,000
450-00-451-37-432-000	Repair and Maintenance Serives	Property Services	-	9,100	9,100
		Net Increase in Expenditures	**60,000**	**721,100**	**661,100**
		Central Garage Fund			
Transfers					
505-00-391-025	Transfer in General Fund	Operating Transfers	-	80,000	80,000
		Net Increase in Transfers In	**-**	**80,000**	**80,000**
Expenditure					
505-00-419-75-742-000	Police Vehicles	Capital Outlay	155,000	235,000	80,000
		Net Increase in Expenditures	**155,000**	**235,000**	**80,000**

City of Blythe
2025-2026 Budget Amendments
Account Detail
April 14, 2026

G/L#	Account Description	Category	FY 2025-2026 Adopted Budget	FY 2025-2026 Proposed Amendment	Increase / (Decrease)
		Risk Management Fund			
Transfers					
507-00-391-025	Transfer in General Fund	Operating Transfers	800,000	705,000	(95,000)
		Net Decrease in Transfers In	**800,000**	**705,000**	**(95,000)**
		Hydrocarbon Cleanup Trust			
Revenue					
610-00-334-028	Plume #6	State Grant	-	62,875	62,875
		Net Increase in Revenues	**-**	**62,875**	**62,875**
Expenditure					
610-00-419-62-452-027	Plume #6	Property Services	-	62,875	62,875
		Net Increase in Expenditures	**-**	**62,875**	**62,875**
		Recreation Fund			
Revenue					
630-80-341-040	School Program Fees	General Government	175,000	200,000	25,000
		Net Increase in Revenues	**175,000**	**200,000**	**25,000**

CITY OF BLYTHE
CITY COUNCIL MEETING

STAFF REPORT

MEETING DATE: April 14, 2026

SUBJECT: Desert Rodeo Sponsorship

PRESENTED BY: Summer Spraggins, Council Member

PREPARED BY: Mallory Crecelius, Interim City Manager
Brittany E. Roberto, City Attorney

RECOMMENDATION: Council provide direction to staff on purchasing a sponsorship for the Desert Rodeo, which will be held April 24-26, 2026 in Thermal, California. If Council elects to move forward with a sponsorship, it is recommended that Council make the finding outlined in the staff report and authorize the Interim City Manager to execute an agreement memorializing the sponsorship, in a form approved by the City Attorney.

FISCAL IMPACT: There is not a budget for City sponsorships or donations in the adopted FY 2025/26 Operating and Capital Budget, but if Council selects one of the options identified in the staff report, the cost can be absorbed in the General Fund.

BACKGROUND: The second Desert Rodeo will be held in Thermal, California from April 24-26, 2026. Following the first Desert Rodeo in 2025, event organizers and representatives for the Colorado River Fair have had preliminary discussions regarding establishing a Blythe Rodeo at the Colorado River Fairgrounds in February 2027.

In connection with the potential establishment of a Blythe Rodeo, event organizers asked the City of Blythe to purchase a sponsorship for this year's Desert Rodeo.

For its first event in 2025, Desert Rodeo boasted 10,000 weekend attendees from 34 states with over 720 million media impressions and over 5 million social media impressions. Sixty-two percent of Desert Rodeo attendees were between 18 and 34 years old, likely due to the fact that the Rodeo is held the same weekend as the Stagecoach Music Festival.

STAFF REPORT: Council Member Spraggins asked to place this item on the Agenda to discuss purchasing a sponsorship for the Desert Rodeo.

Event sponsorship packages generally range from $1,500 to $20,000. The following are options for the Council's consideration:

1. Fence Sign Sponsorship. A $1,500 sponsorship for the City's logo to be placed on a 4'x8' fence in a high foot traffic area and two (2) General Admission day passes.
2. Arena Sign Sponsorship. A $2,500 sponsorship for a 4'x10' rodeo arena sign with visibility for all three rodeo performances, inclusion of the City's logo on Desert Rodeo's Partners website page and four (4) General Admission day passes.
3. Flag Run Sponsorship. A $5,000 sponsorship for the City's logo on a dedicated flag run by a cowgirl on horseback during each rodeo performance, verbal recognition by the rodeo announcer, inclusion of the City's logo on Desert Rodeo's Partners website page and four (4) General Admission day passes.

If the City purchases a sponsorship, event organizers have represented that they will also provide discounted tickets for Blythe residents for the 2026 Desert Rodeo as follows:

- 0-100 tickets: 20% off (based on $75 retail)
- 101+ tickets: 25% off

Event organizers have represented that if the City purchases a sponsorship, the City's signs will indicate that the Blythe Rodeo is coming in 2027.

The California Constitution prohibits the City from making a gift of public funds. However, the prohibition does not preclude expenditures and disbursements for public purposes even if a private person incidentally benefits.

A Blythe Rodeo would create a local event featuring entertainment and community engagement. A Blythe Rodeo would also attract visitors who would patronize local businesses and stay at local accommodations. If the City purchases a sponsorship for the 2026 Desert Rodeo, the City will be able to advertise the Blythe Rodeo and attract more interest in and increase attendance at the Blythe Rodeo, which would provide a benefit for the City.

Therefore, it is recommended that the City Council provide direction on purchasing a sponsorship for the 2026 Desert Rodeo. If the Council elects to move forward with a sponsorship, it is recommended that the Council:

1. Find that purchasing a sponsorship for the 2026 Desert Rodeo serves a public purpose of advertising the Blythe Rodeo.
2. Authorize the Interim City Manager to execute an agreement memorializing the sponsorship, in a form approved by the City Attorney.

ATTACHMENTS: None


REPORTS

JOE WINE BLYTHE RECREATION CENTER PRESENTS A

Daughter

DINNER & DANCE



SATURDAY, APRIL 25TH 2026

6:00 P.M. - 8:00 P.M.

127 S. MAIN ST

$25 presale ★ $30 door price

$5 each additional child

PRICE INCLUDES ONE ADULT AND TWO CHILDREN

SPAGHETTI DINNER, DANCING & LOADS OF FUN

JOE WINE BLYTHE RECREATION CENTER PRESENTS A

SON
DINNER & DANCE



SATURDAY, MAY 16TH 2026

6:00 P.M. - 8:00 P.M.

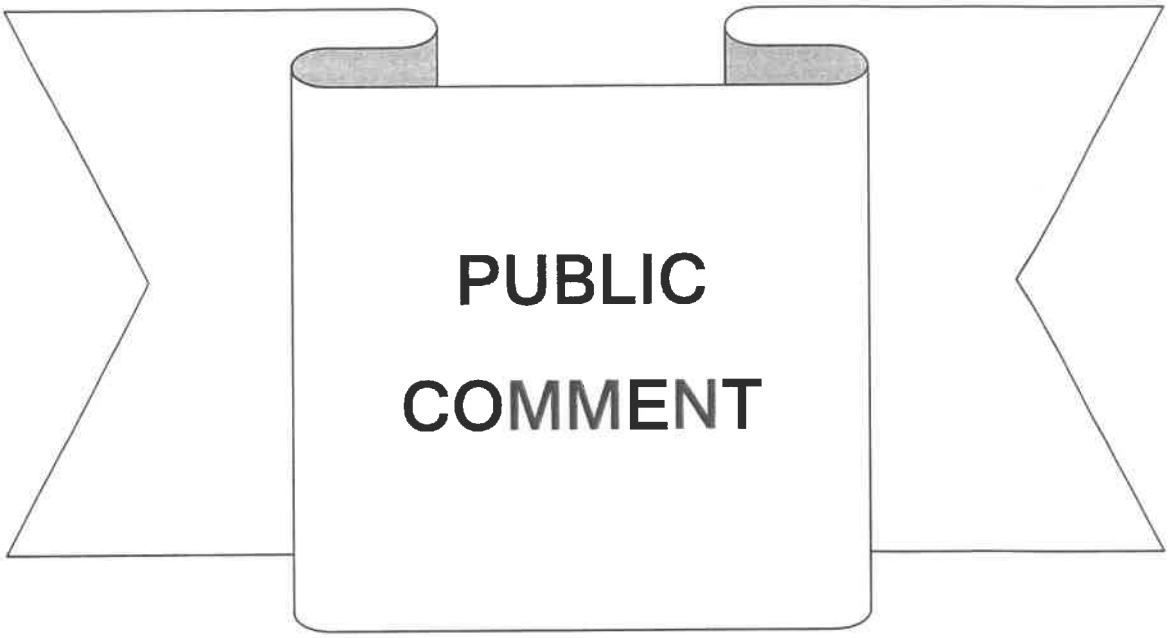
127 S. MAIN ST

$25 presale · $30 door price

$5 each additional child

PRICE INCLUDES ONE ADULT AND UP TO TWO CHILDREN

SPAGHETTI DINNER, DANCING & LOADS OF FUN


PUBLIC
COMMENT


ADJOURN