



Lake Havasu City

Lake Havasu City
Council Chambers
92 Acoma Boulevard South
Lake Havasu City, Arizona
86403
www.lhcaz.gov

Legislation Text

File #: ID 26-5114, Version: 1

COUNCIL COMMUNICATION

TO: Honorable Mayor and Council
FROM: Gabby Vera, Parks and Recreation Director

SUBJECT:

Discussion and Action: Professional Services Contract for the City's Parks and Recreation Department Comprehensive Master Plan with Berry, Dunn, McNeil & Parker, LLC (*Gabby Vera*)

FUNDING SOURCE:

General Fund

PURPOSE:

To consider awarding a Professional Services Contract (500778) to Berry, Dunn, McNeil & Parker, LLC, for a Comprehensive Master Plan in accordance with City Code § 3.10.030.1.

BACKGROUND:

The City issued a Request for Proposals to hire a qualified consultant to create a Comprehensive Parks and Recreation Master Plan. This plan will serve as a long-range guide for how the City maintains, improves, and grows its parks, facilities, and recreational programs.

The Master Plan will evaluate our current park system, identify community needs, and provide clear, prioritized recommendations for future improvements and investments. It will also include direct input from residents, stakeholders, and user groups to ensure the plan reflects what the community values most.

All proposals were reviewed and evaluated firms based on experience, approach, and ability to effectively engage the community. Berry, Dunn, McNeil & Parker, LLC were ranked the top firm. Their proposal demonstrates strong expertise in parks and recreation planning and a practical approach focused on delivering an actionable plan that the City can realistically implement.

COMMUNITY IMPACT:

This Master Plan will guide parks and recreation decisions for the next 10-15 years and help ensure the City invests in projects and programs that matter most to the community.

Residents will have multiple opportunities to provide input during the planning process, helping shape priorities for future parks, facilities, and services. The final plan will support thoughtful growth, improve recreational

opportunities, and help the City use public funds efficiently by prioritizing projects with the greatest community benefit.

In short, the Master Plan creates a clear roadmap so the City can make smart, transparent decisions about parks and recreation now and into the future.

FISCAL IMPACT:

Funds in the amount of \$250,000 are allocated and available for this purpose in the Fiscal Year 2025-26 General Fund budget.

ATTACHMENTS:

Selection Committee Evaluation Tabulation

Exhibit 1 - Statement of Work

Exhibit 2 - Cost of Services, Invoice and Payment

SUGGESTED MOTION:

I move to award the Professional Services Contract for the City's Parks and Recreation Department Comprehensive Master Plan with Berry, Dunn, McNeil & Parker, LLC, in the amount of \$250,000 plus applicable taxes, and authorize the City Manager to execute the Contract on behalf of the City.



February 24, 2026 Regular Meeting Summary

Line Item	Summary	Final Action
5.1	Action: Approve the February 10, 2026, City Council Regular Meeting Minutes (Kelly Williams)	Approved
5.2	Action: Resolution No. 26-3897 Approving and Authorizing Execution of Instruments to Dedicate an Electric Easement on City-Owned Property Adjacent to Cypress Drive to UNS Electric (Brent Cummings)	Adopted Resolution No. 26-3897
5.3	Action: Resolution No. 26-3898 Approving the Submission of a Grant Application to the Arizona Governor's Office of Highway Safety, Police Traffic Services (Chief Stirling)	Adopted Resolution No. 26-3898
5.4	Action: Task Order Number 11 to the Master Professional Services Agreement for Design and Bidding Services for the North Area Hangar Development Project with C&S Engineers, Inc. (Kip Turner)	Approved in the amount of \$99,509
5.5	Action: Service Agreement with Arizona Bounce Around for Inflatable Equipment and Services for Teen Break Event (Gabby Vera)	Approved
5.6	Action: Call for Executive Session Pursuant to A.R.S.? 38-431.03(A) 4:30 p.m., Tuesday, March 10, 2026 (Kelly Williams)	Executive Session Called
6.1	Announce Vacancies on Lake Havasu City Boards, Committees, and Commissions (Kelly Williams)	Vacancies Announced
6.2	City Manager's Report (Jess Knudson)	Report Given
7.1	Discussion and Action: Presentation from CliftonLarsonAllen LLP on the Fiscal Year 2025 Audit Results and Any Findings (Trinna Ware)	Accepted Lake Havasu City's audited annual financial report and audit results for Fiscal Year ending June 30, 2025
7.2	Discussion and Action: Professional Services Contract for the City's Parks and Recreation Department Comprehensive Master Plan with Berry, Dunn, McNeil & Parker, LLC (Gabby Vera)	Awarded in the amount of \$250,000 plus applicable taxes
7.3	Discussion and Action: Resolution No. 26-3899 Approving the 2025 Water Master Plan (Tim Kellett)	Adopted Resolution No. 26-3899
7.4	Discussion and Action: Ordinance No. 26-1378 Amending City Code Section Chapter 11.10.030, Location and Relocation of Facilities in Public Rights-of-Way, Regarding Damage to City Rights-of-Way and Facilities (Adoption) (Bill Young)	Adopted Ordinance No. 26-1378

- 7.5 Discussion and Action: Cooperative Purchases of Emergency Medical Supplies from Bound Tree Medical, LLC (Chief Pilafas) Approved exceeding the expenditure threshold but not to exceed the annual department budget for the duration of the Cooperative Purchase Agreement
- 7.6 Discussion and Action: Cooperative Purchase of One (1) 2026 Chevrolet Silverado 3500 Service Body from Midway Chevrolet for the Fire Department (Chief Pilafas) Approved in the amount of \$107,973.19
- 7.7 Discussion and Action: Cooperative Purchases of Services and Parts with Freightliner of Arizona dba Velocity Truck Centers (Bill Young) Approved exceeding the expenditure threshold but not to exceed the annual departmental budgets for the duration of the Cooperative Purchase Agreement