



City Council

FILE#: ID 24-4349

MEETING DATE: 9/24/2024

COUNCIL COMMUNICATION

TO: Honorable Mayor and Council

FROM: Bobbie J Kimelton, Director of Human Resources

SUBJECT:

Discussion and Action: Professional Services Contract for the Compensation and Classification Study with Public Sector Personnel Consultants, Inc. (*Bobbie Kimelton*)

FUNDING SOURCE:

General Fund

PURPOSE:

To consider award of Professional Services Contract 500423 to Public Sector Personnel Consultants, Inc., for a Compensation and Classification Study.

BACKGROUND:

The City continues to realize high than desired turnover rates, as well as difficulty filling open and authorized vacancies, and we expect many of our employees will retire over the next five years, highlighting the need to maximize our recruitment efforts.

Since our last study five years ago, there have been several changes in position classifications, new position additions, and compensation adjustments. Best practices suggest that a review of current compensation and classification practices should be conducted every five years. Staff recommends to have our job evaluation and compensation system reviewed by an outside professional firm to assess internal and external competitiveness.

The selection process identified Public Sector Personnel Consultants, Inc. as the most qualified contractor to conduct the compensation and classification study for Lake Havasu City and recommends that they be awarded the Professional Services Contract.

The result of the study is set for a potential implementation in Fiscal Year 2025-26.

COMMUNITY IMPACT:

Addressing these ongoing challenges provides the City with the tools needed to provide and maintain high

levels of City services.

FISCAL IMPACT:

Funds of \$112,000 are allocated and available for this purpose in the Fiscal Year 2024-25 adopted budget.

ATTACHMENTS:

Project Scope (Exhibit 1)

Cost of Services (Exhibit 2)

SUGGESTED MOTION:

I move to award the Professional Services Contract for the Compensation and Classification Study to Public Sector Personnel Consultants, Inc., and authorize the City Manager to execute the contract on behalf of the City; and authorize City staff to exercise the option to renew for four additional one-year terms.

Mayor Cal Sheehy
Vice Mayor Cameron Moses
Councilmember Nancy Campbell
Councilmember Jeni Coke
Councilmember Jim Dolan
Councilmember David Lane
Councilmember Michele Lin



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

City Council Regular Meeting Agenda

Tuesday, September 24, 2024

5:30 PM

One or more councilmembers may be participating and voting via remote conferencing.

In accordance with A.R.S. § 38-431.02, the public will have physical access to the meeting place fifteen (15) minutes prior to the start time as noticed on the meeting agenda.

Lake Havasu City endeavors to ensure the accessibility of all of its programs, facilities, and services to all persons with disabilities in accordance with the Americans with Disabilities Act. If you need an accommodation for a meeting, please contact the City Clerk at 453-4142 at least 24 hours prior to the meeting so that an accommodation can be arranged.

Anyone wishing to address the council on an item not shown on the agenda should fill out a "Request to Speak" form, which will be found on the desk located at the entrance to the meeting room, and hand it to the City Clerk. Action as a result of public comment on an item not on the agenda will be limited to directing staff to study the matter or rescheduling the matter to a later date.

The City Council may vote to hold an executive session for the purpose of obtaining legal advice from the City's attorney on any matter listed on the agenda under A.R.S. § 38-431.03(A)(3).

1. CALL TO ORDER

2. INVOCATION

A voluntary invocation may be offered by a private citizen to and for the benefit of the City Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved, and the City Council does not endorse the beliefs or views of the speaker. No person in attendance at this meeting is required to participate in the invocation.

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL

5. CONSENT AGENDA

The following items will be considered as one item by the City Council and will be enacted with one motion with no separate discussion unless a councilmember so requests, in which event the item will be removed.

5.1 [ID 24-4462](#) Action: Approve the September 10, 2024, City Council Regular Meeting Minutes
(Kelly Williams)

5.2 [ID 24-4472](#) Action: Resolution No. 24-3780 Approving the Designation of Authorized
Representative and Alternate Authorized Representative to the Arizona Department

of Emergency and Military Affairs (*Vijette Saari*)

- 5.3 [ID 24-4468](#) Action: Resolution No. 24-3783 Approving the Service Agreement with Mohave Community College Corporate Education for the Lake Havasu City Supervisor Excellence Academy 2.0 (*Bobbie Kimelton*)
- 5.4 [ID 24-4453](#) Action: Amendment No. 1 to Services Contract with Havasu Pest Control (*Bill Young*)
- 5.5 [ID 24-4437](#) Action: Amendment No. 3 to Ground Lease Agreement with London Bridge Plaza, Inc., to Clarify Maintenance Responsibilities (*Kelly Garry*)
- 5.6 [ID 24-4461](#) Action: PayTrac Payment Services Addendum to the Vermont Systems, Inc., Software License, Maintenance and Support Agreement (*Jill Olsen*)
- 5.7 [ID 24-4434](#) Action: Call for Executive Session Pursuant to A.R.S. § 38-431.03(A) 4:30 p.m., Tuesday, October 8, 2024 (*Kelly Williams*)

6. CORRESPONDENCE, COMMUNICATIONS, PETITIONS, ANNOUNCEMENTS, CITY MANAGER REPORT

- 6.1 [ID 24-4463](#) Investment Report as of June 30, 2024 (*Jill Olsen*)
- 6.2 [ID 24-4464](#) Announce Vacancies on Lake Havasu City Boards, Committees, and Commissions (*Kelly Williams*)
- 6.3 [ID 24-4465](#) City Manager's Report (*Jess Knudson*)

7. PUBLIC HEARINGS

- 7.1 [ID 24-4422](#) Discussion and Action: Series #12 Restaurant Liquor License, Mudshark Pizza, 283 Lake Havasu Avenue S./Stocking (*Kelly Williams*)
- 7.2 [ID 24-4455](#) Discussion and Possible Action: Airport Update - Improvements, Accomplishments, Future Planning and Goals (*Robert C. Kane*)
- 7.3 [ID 24-4473](#) Discussion and Action: Ordinance No. 24-1345 Amending City Code Chapter 2.04, to Add Section 2.04.640, Resignation to Seek City Public Office (Introduction) (*Kelly Garry*)
- 7.4 [ID 24-4452](#) Discussion and Action: Resolution No. 24-3782 Approving Funding Agreement with Mohave County, Arizona, for Site 6 Fishing Pier Replacement (*Kelly Garry*)
- 7.5 [ID 24-4454](#) Discussion and Action: Resolution No. 24-3779 Adopting a Fair Housing Policy, Making it Known its Commitment to the Principle of Fair Housing, and Describing Actions it Shall Undertake to Affirmatively Further Fair Housing in Lake Havasu City (*Heidi Hernandez*)
- 7.6 [ID 24-4349](#) Discussion and Action: Professional Services Contract for the Compensation and

Classification Study with Public Sector Personnel Consultants, Inc. (*Bobbie Kimelton*)

- 7.7 [ID 24-4457](#) Discussion and Action: Resolution No. 24-3781 Approving a Minor General Plan Amendment Revising the Future Land Use Map Designations for a Portion of 2540 Plaza Hermosa, Tract 2315B, Block 1, Lot 3A, Approximately 1,054 Square Feet, from Open Space and Park (OSP) to Low Density Residential (LDR) (*Trevor Kearns*)
- 7.8 [ID 24-4458](#) Discussion and Action: Ordinance No. 24-1344 Approving the Rezone of a Portion of 2540 Plaza Hermosa, Tract 2315B, Block 1, Lot 3A, Approximately 1,054 Square Feet, from Golf Course (GC) District to Residential Estates (R-E) District (*Trevor Kearns*)
- 7.9 [ID 24-4456](#) Discussion and Action: Professional Services Agreement with Kimley-Horn and Associates, Inc., for the Water Treatment Plant Improvement Project (*Jason Hart*)
- 7.10 [ID 24-4466](#) Discussion and Action: Construction Contract to Perco Rock Company for the Havasupai Wash 6 Project (*Shawn Clarke*)
- 7.11 [ID 24-4469](#) Discussion and Action: Construction Contract to Perco Rock Company for the Wash Crossing Improvements Queens Bay Project (*Shawn Clarke*)

8. CALL TO THE PUBLIC

We will now have an open call to the public for citizens wishing to address the council on issues within the jurisdiction of the city. Your comments must be limited to three (3) minutes or less. If you wish to address an item already on tonight's agenda, you should wait until that item is announced for a public hearing. At the conclusion of the open call to the public, individual members of the council may respond to criticism made by those who have addressed the council, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the council cannot discuss or take legal action on matters not already on the agenda.

9. CURRENT EVENTS

Pursuant to A.R.S. § 38-431.02(K), a public body shall not propose, discuss, deliberate, or take legal action on any Current Event item

Council Committee Reports:

Airport Advisory Board - Councilmember Dolan
Clean Colorado River Sustainability Coalition (CCRSCo) - Mayor Sheehy
Havasupai Youth Advisory Council - Councilmembers Coke & Lin
Lake Havasu Area Chamber of Commerce - Councilmember Campbell
Go Lake Havasu - Councilmember Lane
Lake Havasu Metropolitan Planning Organization (MPO) -
Mayor Sheehy & Councilmembers Campbell/Coke/Dolan (Alternate)
Mohave County Water Authority - Mayor Sheehy
Parks & Recreation Advisory Board - Councilmember Lane
Partnership for Economic Development (PED) - Vice Mayor Moses
Public Safety Personnel Retirement System – Local Fire Board - Councilmember Lane

Public Safety Personnel Retirement System – Local Police Board - Councilmember Lane
Western Arizona Council of Governments (WACOG) - Councilmember Lin

10. FUTURE MEETINGS

Tuesday, October 8, 2024 @ 5:30 p.m. - Regular Meeting

Tuesday, October 22, 2024 @ 5:30 p.m. - Regular Meeting

11. FUTURE DISCUSSION ITEMS

12. ADJOURN