

## I. Call to Order

The meeting was held in the Library Community Room and called to order by Mayor Schoaf at 6:15 PM.

**Present:** Mayor Thomas L. Schoaf; Vice Mayor Paul Faith (Zoom); Council Member Suzanne Allen; Council Member Brainard Watson; Council Member Clair; Council Member Fraser; Council Member James.

**Staff:** Matthew Williams, City Manager; Terri Roth, City Clerk; Joe Estes, City Attorney; Paige Peterson, Asst. City Mgr./Director of Finance; Maria Ceagske, Deputy City Clerk; Keith Drunasky, City Engineer; Randy Proch, Director of Planning; Lisa Adams-Williams, Director of Human Resources; Kyle Ames, Director of Public Works; Yosha Brunson Kuhl, Director of Communications; Tricia Kramer, Community and Recreation Services Director; Dawn Morocco, IT Specialist.

**Attendees:** Lt. Rios, Avondale PD; Chief Pahl, GYFD.

## II. Mayor and Council Members Report on Current Events

**Council Member Allen** reported she and Ms. Peterson attended a West Valley Cities and Towns dinner, hosted by CAP and provided information to them regarding the coalition they are creating for Protecting Arizona's Lifeline, a non-partisan platform to educate, advocate and elevate the importance of long-term water security. She thanked the Director of Communications for attending the Academies of the Southwest Leadership Alliance meeting. Council Member Allen will be getting more involved with them in the future. Mayor Schoaf stated he would support the coalition on behalf of the City.

**Council Member Fraser** provided some information regarding the coalition, stating that currently, the state is not impacted by the restrictions on the Colorado River water supply. He stated the guidelines for the seven basin States will expire next year, so negotiations have begun.

**Council Member Brainard Watson** reported attending the League Conference, the 9/11 Breakfast with Goodyear Fire and the ribbon cutting for Litchfield Villas, located just outside of the city limits.

**Vice Mayor Faith** reported the retreat and League Conference was great.

**Mayor Schoaf** reported he had a meeting with Agua Fria Superintendent who confirmed they will be open in August 2026. They will have a fundraising dinner for the PAC and is working with Litchfield Park Historical Society to raise funds as well. He also reported that the former MAG President, Ed Zueker, is the new City Manager for the City of Phoenix.

## III. City Manager's Report on Current Events

Mr. Williams stated his report is in his packet and will answer any questions. There were none from Council.

## IV. Call to the Community

There were no requests to speak.

**V. Presentations****A. Pitt Hopkins Syndrome Awareness Day**

Mayor Schoaf presented the proclamation to Mr. Joe Estes and took a photo with the Council.

**B. Ovarian Cancer Awareness Month Proclamation**

Mayor Schoaf declared the month of September as Ovarian Cancer Awareness Month.

**C. Arizona Cities and Towns Week Proclamation**

Mayor Schoaf declared October 19 - 25, 2025 as Arizona Cities and Towns Week.

**D. National School Lunch Week Proclamation**

Mayor Schoaf declared October 13 - 17, 2025 as National School Lunch Week and presented the proclamation to, and took a photo with Dr. Mary Venable, Dr. Erik Stone, and Mr. Sam Nuñez.

**E. Domestic Violence Awareness Month Proclamation**

Mayor Schoaf declared the month of October as Domestic Violence Awareness Month.

**F. Certificate of Achievement in Financial Reporting**

Mayor Schoaf congratulated the staff on achieving this accomplishment.

**VI. Reports****A. Public Safety Services Monthly Reports****1. Goodyear Fire Report**

Interim Chief Pahl reviewed the report, with nothing further to add. Mayor Schoaf thanked him for his service to our community.

**2. Avondale Police Department**

Lt. Rios reviewed his report, with nothing further to add. Mayor Schoaf thanked him for his service to our community.

**B. Staff Monthly Reports****1. Finance Monthly Report**

Ms. Peterson stated her report is in her packet and will answer any questions. She did state that sales tax is down 9%, but that could smooth out.

**2. Communications Update**

Council Member James commented on the thoroughness of her report and Council Member Allen stated she appreciates her proactiveness.

**3. Contamination / Plume Update**

Mr. Drunasky reported the findings from LAFB is still in the early stages and there is not enough information to make a statement to the public.

**4. Capital Improvement Projects (CIP) Update**

Mr. Drunasky stated the timing of the Camelback Park Parking project due to rising costs.

**5. Special Projects Update**

There were no questions from Council regarding his report.

**6. Magistrate Court Monthly Report**

This report is non-verbal. Any questions regarding it should be directed to the City Manager.

**VII. Consent Agenda****MOVE TO APPROVE ITEMS A - L****A. Approval of Minutes****APPROVED**

**MOVE TO APPROVE THE JUNE 18, 2025, REGULAR AND THE AUGUST 6, 2025, SPECIAL MEETING MINUTES**

**B. National Opiate Litigation****APPROVED**

**MOVE TO APPROVE THE CITY'S PARTICIPATION IN THE NATIONAL OPIATE LITIGATION IN BOTH THE PURDUE SETTLEMENT AND THE RELEVANT SECONDARY MANUFACTURERS OPIOID SETTLEMENT INVOLVING ALVOGEN, AMNEAL, APOTEX, KIKMA, INDIVIOR, MYLAN, SUN, ZYDUS OPIOIDS IMPLEMENTATION ADMINISTRATOR, RUBRIS AND AUTHORIZATION FOR SIGNATURE.**

**C. Amendment to Litchfield Road Underpass Agreement****APPROVED**

**MOVE TO APPROVE AMENDMENT TO LITCHFIELD UNDERPASS DESIGN AND ENGINEERING AGREEMENT WITH COLLIERS ENGINEERING & DESIGN, INC.**

**D. Amendment to Hilltop Phase 1 Agreement****APPROVED**

**MOVE TO APPROVE AN AMENDMENT TO THE AGREEMENT WITH COLLIERS ENGINEERING & DESIGN, INC. FOR DESIGN AND ENGINEERING TO HILLTOP PHASE 1**

**E. Amendment to Litchfield/Brinton Roundabout Agreement****APPROVED**

**MOVE TO APPROVE AN AMENDMENT TO THE AGREEMENT WITH COLLIERS ENGINEERING & DESIGN, INC.**

**FOR THE LITCHFIELD/BRINTON ROUNDABOUT DESIGN**

- F. APS Temporary Construction Easement Ratification** **APPROVED**

**MOVE TO RATIFY TEMPORARY CONSTRUCTION EASEMENT GRANTED TO ARIZONA PUBLIC SERVICE (APS), SIGNED BY MAYOR SCHOAF ON AUGUST 28TH, 2025, WHICH WILL PERMIT APS TO INSTALL OVERHEAD POWER LINES AND POLES WITHIN THE EASEMENT TO MAKE ROOM FOR CONSTRUCTION ON THE AFHS LEASE AREA**

- G. Camelback Park Parking Lot Construction Additional Funding** **APPROVED**

**MOVE TO APPROVE REQUEST FOR ADDITIONAL FUNDING FOR THE CONSTRUCTION OF THE CAMELBACK PARK PARKING LOT**

- H. Liberty Utilities NDA Ratification** **APPROVED**

**MOTION TO RATIFY THE NON-DISCLOSURE AGREEMENT (NDA) WITH LIBERTY UTILITIES, EXECUTED BY THE CITY MANAGER, ALLOWING THE CITY OF LITCHFIELD PARK TO RECEIVE DIGITAL AND HARD COPY RECORD MAPPING FOR THEIR EXISTING WATER AND WASTEWATER INFRASTRUCTURE**

- I. Fiscal Year 2025 Budget Adjustments** **APPROVED**

**MOVE TO APPROVE THE FISCAL YEAR 2025 BUDGET ADJUSTMENTS AS PRESENTED**

- J. IT Equipment Disposal** **APPROVED**

**MOVE TO APPROVE THE DISPOSAL OF THE IT EQUIPMENT LISTED**

- K. Litchfield Park Festival of Arts** **APPROVED**

**MOVE TO APPROVE STREET CLOSURES FOR THE LITCHFIELD PARK FESTIVAL OF ARTS ON NOVEMBER 1 AND 2, 2025**

- L. Millennium High School Homecoming Parade** **APPROVED**

**MOVE TO APPROVE STREET CLOSURES FOR THE MILLENNIUM HIGH SCHOOL HOMECOMING PARADE ON SEPTEMBER 27, 2025**

**VIII. Business**

- A. Sun Health Development Agreement Amendment** **APPROVED**

Mr. Williams explained that Sun Health has requested an extension to submit final plans for Phase 1 and conceptual plans for Phase 2. Staff has agreed to a date of February 2, 2026, so that they can work on the DA amendment, which addresses off-site improvements.

**MOVE TO APPROVE AN AMENDMENT TO THE 2020 SUN HEALTH DEVELOPMENT AGREEMENT TO ALLOW AN EXTENSION UNTIL FEBRUARY 2, 2026**

**B. Introduction of Ordinance 25-294 City Code Update**

**INTRODUCED**

Mr. Williams stated since the charter adoption, the city code needed updating. Some changes come directly from the charter, whereas others are general updates.

**MOVE TO INTRODUCE ORDINANCE 25-294 CITY CODE UPDATE**

**IX. Executive Session**

- A. An Executive Session may be called during the public meeting on any item on this agenda pursuant to A.R.S. § 38-431.03(A)(3) for the purpose of receiving legal advice.**

This was not held.

**X. Adjournment**

Mayor Schoaf adjourned the meeting at 7:26 PM.

**APPROVED:**

\_\_\_\_\_  
Thomas L. Schoaf, Mayor

**CERTIFICATION**

I, Terri Roth, MMC, City Clerk. hereby certify that the foregoing minutes are a true and correct copy of the minutes of the meeting of the City Council of the City of Litchfield Park held on Wednesday, September 17, 2025. I further certify that the meeting was duly called and held and that a quorum was present.

\_\_\_\_\_  
Terri Roth, MMC, City Clerk