

City Council
Regular Meeting
Agenda

REVISED 11/18/2025 AT 12:19 PM

Wednesday, November 19, 2025

IMMEDIATELY FOLLOWING THE 6PM WORK STUDY SESSION

Members of the Litchfield Park City Council will attend either in person, by telephone, or video conference call.
Physical access to the meeting room will be available 30 minutes prior to the meeting.

I. Call to Order

- A. The agenda and packet are available at: www.litchfieldpark.gov
- B. A video recording of the meeting can be seen here the next business day.

II. Mayor and Council Members Report on Current Events

III. City Manager's Report on Current Events

No action may be taken on this report unless the specific item is listed on the agenda for Council action.

This report may include information from the following departments:

INFORMATION ONLY

- Administration
- Building Safety
- City Clerk
- Community and Recreation Services
- Engineering
- Finance
- Human Resources
- Planning
- Public Works

IV. Call to the Community

This is the time for citizens who would like to address the City Council on any non-agenda item. Action taken as a result of public comment will be limited to asking Staff to review the matter, asking that the matter be put on a future agenda, or responding to criticism.

V. Presentations

A. Employee of the Quarter

INFORMATION ONLY

Presenter: *Thomas L. Schoaf, Mayor*

Mayor Schoaf may present a certificate to Jena Huffman, Executive Assistant, as the recipient of the 3rd quarter of 2025.

B. 2025 Annual Water Report

INFORMATION ONLY

Presenter: *Matthew Williams, City Manager*

Mr. Williams will present the annual water report regarding the City's usage for 2025.

VI. Reports

A. Public Safety Services Monthly Reports

1. Goodyear Fire Report

INFORMATION ONLY

Chief Wayne may provide this report, which may include the following items:

- EMS Calls/False Calls
- Good Intent Calls

- Other/Unknown/False Alarm
- Hazardous Conditions
- Other Incident Types
- Construction Inspections
- Construction Permits
- Plan Review

2. Avondale Police Department

INFORMATION ONLY

Lt. Rios may provide this report, which may include the following items:

- Assault
- Juvenile Disturbing
- Theft/Vehicle Theft
- Stolen Vehicle Recovery
- Drugs
- Harassment/Civil Matter
- Welfare Check
- Traffic Violations
- Traffic Citations
- Threat/Phone Calls/Burglary
- Shoplifting
- Criminal Damage
- Suspicious Activity
- Deceased Persons
- Fight/Mutual Combat
- Traffic Stops

B. Staff Monthly Reports

1. Finance Monthly Report

INFORMATION ONLY

Ms. Peterson may provide an update on the City's budget and expenditures for FY26 through October. Follow-up items from the previous Council meeting may also be discussed.

2. Contamination / Plume Update

INFORMATION ONLY

Mr. Drunasky may provide an update on the following items:

- PGA North Plume (Superfund)
- Luke AFB PFAS Remedial Investigation

3. Capital Improvement Projects (CIP) Update

INFORMATION ONLY

Mr. Drunasky may provide an update on the following items:

- Project Updates
- Budgets
- Timelines

4. Special Projects Update

INFORMATION ONLY

Mr. Proch may provide an update on the status of Special Projects, including Litchfield Square development, La Loma Restoration, and The Thomas project. The Gantt chart for the Hilltop projects is attached. Follow-up items from the previous Council meeting may also be discussed.

5. Communications Update

INFORMATION ONLY

Ms. Brunson Kuhl will provide an update on activity during the month of October.

6. Magistrate Court Monthly Report

INFORMATION ONLY

This report is non-verbal and may include information on the following:

- Cases filed
- Violations filed
- Cases dismissed
- Other Court Activity

VII. Consent Agenda

- A. Approval of Minutes** **ACTION/COMMENT**
Presenter: *Terri Roth, City Clerk*
- Discussion and possible action to approve the October 15, 2025, special and regular meeting minutes.
- B. Lot Combination for Litchfield Square & Scout Lodge Parcels** **ACTION/COMMENT**
Presenter: *Keith Drunasky, City Engineer*
- Discussion and possible action to approve a lot combination of the Scout Lodge parcel with the fragmented parcel remaining after Litchfield Square lot 4 re-plat.
- C. Traffic Signal IGA** **ACTION/COMMENT**
Presenter: *Matthew Williams, City Manager*
- Discussion and possible action to approve an Intergovernmental Agreement with the City of Glendale to construct a traffic signal at the Litchfield/Missouri intersection.
- D. Amendment to Police Services IGA** **ACTION/COMMENT**
Presenter: *Matthew Williams, City Manager*
- Discussion and possible action to approve the amendment to the existing police services IGA with the City of Avondale.
- E. Social Media Contract** **ACTION/COMMENT**
Presenter: *Yosha Brunson Kuhl, Director of Communications*
- Discussion and possible action to approve a contract renewal with Chuck Emmert for social media.
- F. Agreement with Agua Fria UHSD and Sun Health** **ACTION/COMMENT**
Presenter: *Matthew Williams, City Manager*
- Discussion and possible direction to Staff regarding an agreement with Agua Fria UHSD and Sun Health for the placement of excess dirt located at La Loma Homestead.

VIII. Business

- A. Public Works Facility Conceptual Design** **ACTION/COMMENT**
Presenter: *Randy Proch, Planning Director*
- Discussion and possible action to approve a design for the new Public Works facility and direct Staff to obtain a construction contract for future Council approval.
- B. Adoption of Ordinance 25-296 Debt Limitation Policy** **ACTION/COMMENT**
Presenter: *Paige Peterson, Asst. City Mgr./Finance Director*
- Discussion and possible action to adopt Ordinance 25-296 Debt Limitation Policy.
- C. Adoption of Ordinance 25-295 Zoning Code Amendment** **ACTION/COMMENT**
Presenter: *Matthew Williams, City Manager*
- Discussion and possible action to adopt Ordinance 25-295 Zoning Code amendment related to the Design Review Board and Zoning Administrator powers.

D. Scout Lodge MOU

ACTION/COMMENT

Presenter: *Matthew Williams, City Manager*

Discussion and possible action to approve the Memorandum of Understanding (MOU) with Scout Lodge Preservation to plan and prepare a development/lease agreement for a new Scout Lodge.

E. Litchfield/Brinton Roundabout Contract

ACTION/COMMENT

Presenter: *Matthew Williams, City Manager*

Discussion and possible action to authorize staff to negotiate and approve a contract to construct the Litchfield/Brinton roundabout in an amount not to exceed \$2.8 million

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.**
- B. An Executive Session pursuant to A.R.S. § 38-431.03(A)(7) for discussions or consultations with designated representatives of the City in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property located at Litchfield Square and associated infrastructure.**

X. Adjournment

Thomas L. Schoaf, Mayor

Affidavit of Posting

I, Terri Roth, MMC, City Clerk. do hereby certify that I caused to be posted a true and correct copy of this agenda for the City Council meeting of Wednesday, November 19, 2025, in the following place in the City of Litchfield Park:

- 1. City Hall, outside bulletin board
- 2. City Website

Terri Roth, MMC, City Clerk

Persons with special accessibility needs should contact City Hall, (623) 935-5033, at least 48 hours prior to the meeting