

**Recreation and Public Grounds
Commission
Regular Meeting
Agenda**

Thursday, September 11, 2025

7:00 PM

Members of the Recreation and Public Grounds Commission 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. Pledge of Allegiance

III. Call to the Community

This is the time for citizens who would like to address the Commission 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.

IV. Staff Report

A. Community and Recreation Services Monthly Report

INFORMATION ONLY

Presenter: **Tricia Kramer, Community & Recreation Services Director**

Ms. Kramer will provide an update on activity for the month of August.

B. Public Works Monthly Report

INFORMATION ONLY

Presenter: **Kyle Ames, Public Works Director**

Mr. Ames may provide an update on activity for the month of August.

V. Business

A. Approval of Minutes

ACTION/COMMENT

Presenter: **Tricia Kramer, Community & Recreation Services Director**

Discussion and possible action to approve the June 12, 2025, regular meeting minutes.

B. KOS Christmas Tree Decorations

ACTION/COMMENT

Presenter: **Kyle Ames, Public Works Director**

Discussion and possible action to recommend a KOS Christmas Tree decor package for approval by Council.

C. Temporary Public Art Installation

ACTION/COMMENT

Presenter: **Tricia Kramer, Community & Recreation Services Director**

Discussion and possible action regarding the design concept for the HOLA temporary public art installation in Litchfield Square Park.

VI. Commissioners Report on Current Events

This is the time Commissioners may present a brief summary on current events. The Commission may not propose, discuss, deliberate or take any legal action on the information presented, pursuant to A.R.S. § 38-431.02.

VII. Topics for Referral to City Council

VIII. Adjournment

Anthony Taddei, Chair

Affidavit of Posting

I, Tricia Kramer, do hereby certify that I caused to be posted a true and correct copy of this agenda for the Recreation and Public Grounds Commission meeting of Thursday, September 11, 2025, in the following place in the City of Litchfield Park:

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

Tricia Kramer, Staff Liason

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



**RECREATION AND PUBLIC
GROUNDS COMMISSION
COMMUNICATION**

Staff Report Item IV.A
**Community and Recreation
Services Monthly Report**

To: Recreation and Public Grounds Commission Members
From: Tricia Kramer, Community and Recreation Services Director
Meeting Date: 9/11/2025

RECOMMENDED MOTION:

N/A

BACKGROUND/DISCUSSION:

See attached report.

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

ATTACHMENTS:

1. Community and Recreation Services Monthly Report - August 2025



COMMUNITY AND RECREATION SERVICES MONTHLY REPORT

To: RPG Chairperson and Commissioners
From: Tricia Kramer, Director of Community and Recreation Services
Meeting Date: 09/11/2025

Recreation Center Facility

- Effective Tuesday, Sept. 2, the Rec pool is closed to the public until next summer.

Aquatics

- The Odyssey Swim Team and St. John Paul II Swim Team are both holding their after school swim practices at the Rec pool through early November.
- We continue to receive requests for private pool party reservations. Staff will allow private parties at the pool through October 31 with paid lifeguard coverage.

Community Services

- The next flag raising ceremony is scheduled on September 18 at 8:15am to honor the U.S Air Force. Commissioners and community members are encouraged to attend.

Preschool

- The 25/26 School Year began on August 4. During this first month, we focused on establishing a learning routine. Our preschoolers have been learning classroom rules, adjusting to daily routines, and making new friends.
- There are 55 Preschoolers registered to date. We have 2 openings that we are working to fill.

Sports

- Coach Pitch games began on September 2.
- September group tennis lessons are full. There are a total of 40 kids participating.
- Our Fall Sports Season begins on September 27. We have 599 kids registered to date: 279 in basketball, 200 in tee ball, and 120 in flag football. We are still filling a few open spots in basketball.

Special Events

- Staff have confirmed the bands and sponsors for this season's Arts in the Park concerts.
- Staff secured the movies, licensing, and food vendors for our fall Movies in the Park held at Jackie Robinson Ballfield. WM has committed to sponsoring our first movie on October 11. We will be showing the animated version of *The Addams Family*.
- Staff continue to work to secure artists and vendors for all our festivals this season.



**RECREATION AND PUBLIC
GROUNDS COMMISSION
COMMUNICATION**

Staff Report Item IV.B
Public Works Monthly Report

To: Recreation and Public Grounds Commission Members
From: Kyle Ames, Director of Public Works
Meeting Date: 9/11/2025

RECOMMENDED MOTION:

BACKGROUND/DISCUSSION:

MAINTENANCE:

- Right-of-way trimming is done on a bi-weekly maintenance schedule.
- Mowing of turf is done weekly and manicuring of turf is done bi-weekly.
- Trees and turf are watered regularly.
- Irrigation maintenance is done regularly.
- Spraying for weed control as needed.
- Street sweeping is scheduled in sections and done weekly.
- Tierra Verde Lake is monitored and cleaned out weekly.

CURRENT PROJECTS:

- Village Park and Turtle Park shade structures have been ordered. Anticipated delivery and installation is 2-3 weeks.
- Tierra Verde Lake has been completely remediated of the aquatic weed Brittle Naiad.
- Staff met with Altitude Recreation to gather square footage calculations for the EWF (Engineered Wood Fiber) playground requirements for fall-safe areas. Additional EWF will be installed to meet these requirements.
- RKS Plumbing has made the repair the collapsed shower drainpipe at the Recreation Center women's restroom.
- Staff met with Don Campbell with The Campbell Collaborative landscape architects to review and discuss the landscape design and layout for the La Loma hilltop.
- Staff are working with directional bore companies to install new irrigation lines to some of the city's public right-of-ways that currently don't have modern irrigation systems.
- Scout Park playground pony wall project is complete.

- Luchana wall additions have been completed.
- Litchfield Rd roundabout repairs have been completed.
- Multiple sidewalk panels have been repaired due to trip hazards in Village 1 subdivisions.
- Achen Gardner and staff finalized the 1 year warranty walk for GMP 5. Plants, shrubs and sidewalks are underway for repairs or replacements.
- WCA continue the California fan palm trimming schedule.

STAFF RECOMMENDATION:

FINANCIAL IMPACT:

ATTACHMENTS:



**RECREATION AND PUBLIC
GROUNDS COMMISSION
COMMUNICATION**

Business Item V.A
Approval of Minutes

To: Recreation and Public Grounds Commission Members
From: Tricia Kramer, Community & Recreation Services Director
Meeting Date: 9/11/2025

RECOMMENDED MOTION:

MOVE TO APPROVE THE JUNE 12, 2025, REGULAR MEETING MINUTES

BACKGROUND/DISCUSSION:

None

STAFF RECOMMENDATION:

Staff recommends approval of the minutes.

FINANCIAL IMPACT:

None

ATTACHMENTS:

1. 061225 REG Minutes - DRAFT tr ver

Thursday, June 12, 2025

Regular Meeting

I. Call to Order

The meeting was held in the City Hall Conference Room and called to order by Chairperson Taddei at 7:00 PM.

Present: Chairperson Anthony Taddei, Vice Chairperson Andrea Phillip, Commissioner Brian J. Faith, Commissioner Christopher Gerz, Commissioner Krysten Giordano

Staff: Tricia Kramer, Community and Recreation Services Director; Randy Proch, Director of Planning; Pat McCoy, Youth Sports Coordinator

II. Pledge of Allegiance

The Pledge of Allegiance was led by Chairperson Taddei.

III. Call to the Community

There were no requests to speak.

IV. Staff Reports

A. Community and Recreation Services Monthly Report

Ms. Kramer reviewed her written report. She highlighted the plans for Sparkle in the Square and confirmed that fireworks would be shot from Scout Park at approximately 8:30pm that evening.

B. Public Works Monthly Report

Mr. Ames was unable to attend the meeting. Commissioner Gerz noted that Mr. Ames reported on new accidents causing damage to the gabion wall at the Litchfield Road roundabout. Discussion was held, and the Commissioners recommended that the City consider using giant boulders at its roundabouts moving forward.

V. Business

A. Approval of Minutes

APPROVED

MOVE TO APPROVE THE MAY 8, 2025, REGULAR MEETING MINUTES.

MOVER Vice Chairperson Phillip, **SECONDER** Commissioner Faith
AYE: Chairperson Taddei, Vice Chairperson Phillip, Commissioner Faith,
 Commissioner Gerz, Commissioner Giordano
5 - 0 - 0 Passed

B. Cancellation of the July 10, 2025, Regular Meeting

APPROVED

MOVE TO CANCEL THE JULY 10, 2025 REGULAR MEETING

MOVER Commissioner Gerz, **SECONDER** Commissioner Giordano
AYE: Chairperson Taddei, Vice Chairperson Phillip, Commissioner Faith, Commissioner Gerz,
 Commissioner Giordano
5 - 0 - 0 Passed

C. Downtown Library Building

DISCUSSED

Vice Chair Phillips opened the discussion. The Commissioners reviewed the library's floor plan. Mr. Proch confirmed the walls within the library building are all structural. The building is about 7,000 square feet. Discussion was held about the need for multipurpose rooms. Mr. Proch said that Scout Lodge will provide rentable meeting space once it is relocated. Commissioner Gerz suggested that RPG create a survey, ideally in time to post a QR Code at Sparkle in the Square, about what amenities people would like to see in our city. Mr. Proch said the overwhelming response so far is that residents want the library building open to the public. Chairperson Taddei is excited that the building could greatly improve the City's capacity for recreation programming and services.

D. Possible Dog Park

TABLED

Discussion was tabled.

E. Rose Park Improvements

DISCUSSED

Commissioner Faith believes that Rose Park is the most underutilized park in the City. The only seating in the entire park is half walls at the amphitheater and the rose garden. There are no benches or picnic tables located in Rose Park. There are two ramadas that people use for parties, but they have to bring their own tables and chairs. Commissioner Faith feels there is an opportunity to do something there. Discussion was held about the possibility of adding picnic tables, park benches, and perhaps a small play structure for little kids. Chairman Taddei directed Staff to look into potential amenities for Rose Park and come back to the Commission with possibilities.

F. CIP Projects at Turtle Park and Staggs Park

DISCUSSED

Ms. Kramer informed the Commissioners that Staff would like to add a baseball diamond at Turtle Park, as well as rolling bleachers at Turtle Park and Staggs Park.

Discussion was held. Mr. McCoy confirmed that the baseball diamond will be used for tee ball, so the ball will not be hit far. It is not expected to interfere with the soccer field or the rest of the park. Ms. Kramer added that irrigation changes are already being taken into consideration as part of the project. Commissioner Gerz's only concern is that the rolling bleachers at Turtle Park will not be aesthetically pleasing. Commissioner Faith said that some added landscaping near the Turtle Park monument sign might offset that concern.

VI. Commissioners Report on Current Events

Commissioner Giordano reported that the Blue Star Moms Memorial Marker ceremony was lovely and that she loves the new lights around the pond.

Vice Chair Phillips agreed with Commissioner Giordano's comments.

Commissioner Gerz said it's good to see the new orange trees coming in.

Chairperson Taddei said that the city's landscaping looks great and that he is looking forward to hearing how the 4th of July event turns out. He is also excited to watch all the new developments and changes happening in the city.

VII. Topics for Referral to City Council

None

VIII. Adjournment

Chairperson Taddei adjourned the meeting at 8:25 p.m.

APPROVED:

Anthony Taddei, Chair

CERTIFICATION

I, Tricia Kramer, do hereby certify that the foregoing minutes are a true and correct copy of the minutes of the meeting of the Recreation and Public Grounds Commission of the City of Litchfield Park held on Thursday, June 12, 2025. I further certify that the meeting was duly called and held and that a quorum was present.

Tricia Kramer, Staff Liason



**RECREATION AND PUBLIC
GROUNDS COMMISSION
COMMUNICATION**

Business Item V.B
KOS Christmas Tree Decorations

To: Recreation and Public Grounds Commission Members
From: Kyle Ames, Director of Public Works
Meeting Date: 9/11/2025

RECOMMENDED MOTION:

MOVE TO APPROVE FOR COUNCIL CONSIDERATION ONE OF THE DECOR PACKAGES AS PRESENTED

BACKGROUND/DISCUSSION:

Staff are looking for recommendations from the RPG commissioners on the city's new KOS Christmas Tree for Litchfield Square. CLD (Christmas Light Decorators) have sent over decor packages for Staff and Commissioners to review.

STAFF RECOMMENDATION:

Staff defers to the commissioners.

FINANCIAL IMPACT:

N/A

ATTACHMENTS:

1. 2025_Decor Packages



DÉCOR PACKAGES 2025

Prepared by

CLD | Christmas Light Decorators

This Design Deck and all its concepts, including but not limited to photographs, artwork, project maps, and pricing, are the property of CLD and are not authorized to be shared beyond the intended recipients. This Deck may contain artistic representations. Variances to installation, scale, and inventory may occur.

Lease pricing assumes a standard installation. Prices may be subject to change depending on complexity or other circumstantial factors.



AGAVE



AGAVE



AGAVE



CHRISTMAS MORNING



CHRISTMAS
MORNING



CHRISTMAS MORNING



CHRISTMAS MORNING



CANDY CANE



CANDY CANE



CANDY CANE



GLACIAL PINE
New in 2025



SONORAN



SONORAN



SONORAN



TIMELESS



TIMELESS



GUMDROP



GUMDROP



GUMDROP



SUGAR COOKIE



SUGAR COOKIE



SUGAR COOKIE



WINTERBERRY



WINTERBERRY



WOODLAND NOIR
New in 2025



CUSTOM



CUSTOM



CUSTOM



CUSTOM



CUSTOM



CUSTOM





**RECREATION AND PUBLIC
GROUNDS COMMISSION
COMMUNICATION**

Business Item V.C
Temporary Public Art Installation

To: Recreation and Public Grounds Commission Members
From: Tricia Kramer, Community & Recreation Services Director
Meeting Date: 9/11/2025

RECOMMENDED MOTION:
LEFT TO THE COMMISSION'S DISCRETION.

BACKGROUND/DISCUSSION:

Betsy Andrews Etchart is the artist who was selected to work with the City to design and install a temporary public art project in Litchfield Square Park. This project is part of the newly established HOLA ("Highlighting Our Local Arts") program in the West Valley. Over the past several months, Ms. Etchart has been gathering community input to inspire a design concept that will be unique to Litchfield Park. She will present her concept to the Commission for their feedback and possible recommendation to Council for approval.

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

\$10,000

ATTACHMENTS:

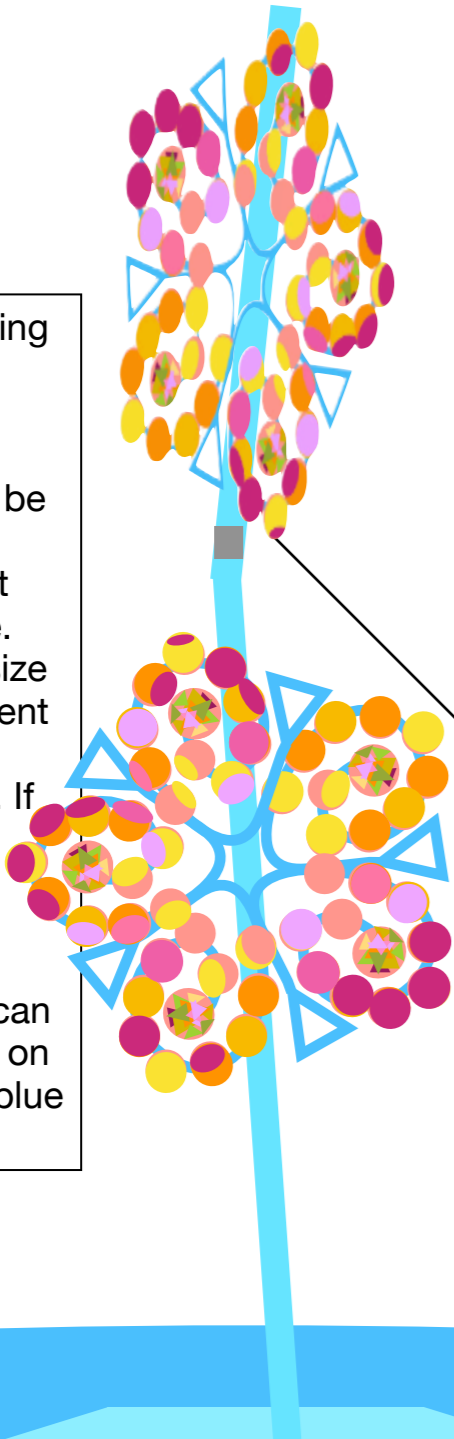
1. Litchfield Park HOLA art installation preliminary design

Litchfield Park Cotton Boll Flower
(to be named with **community input**)

Community input via a survey indicated key elements to be considered in the sculpture's concept: **interactivity, whimsy, & the City's history in agriculture. More community involvement will include** the artist spending 13 days in the City's 3 elementary schools leading a related mock community art project. Adults will be invited to prep golf balls and help create the small mosaic spheres.

5 ft

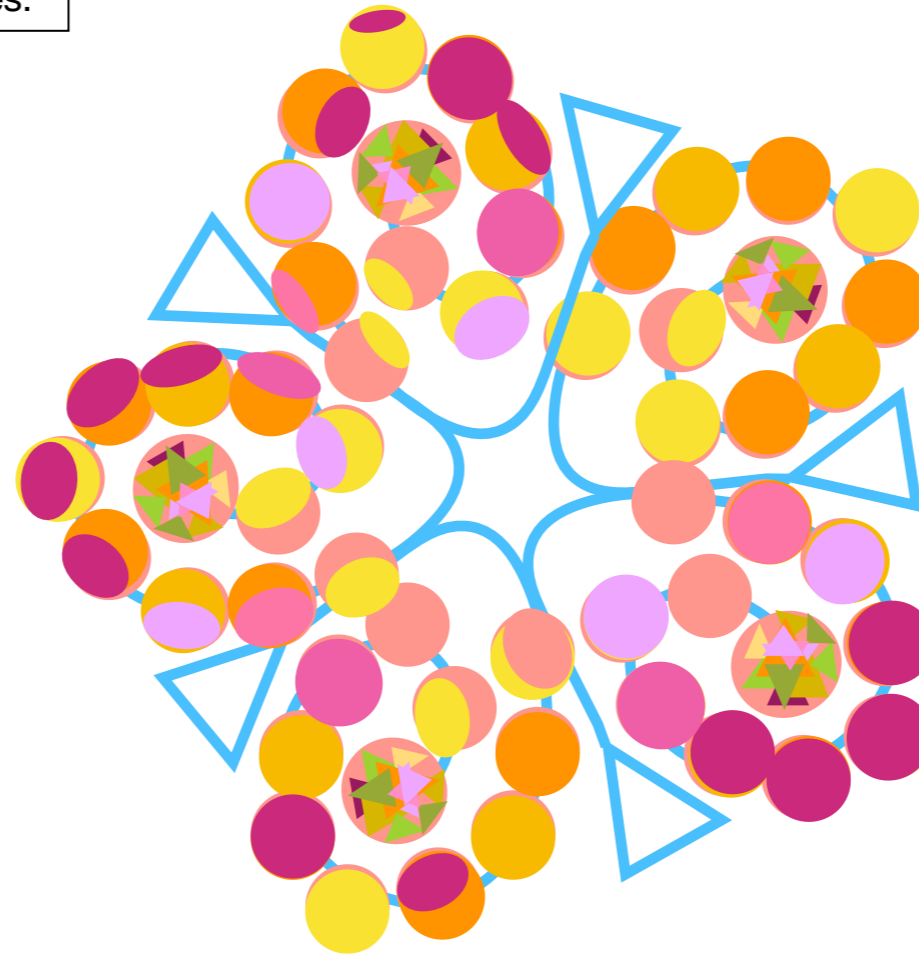
Freestanding structure includes baseplate which will be bolted to southmost blue circle. Finished size is dependent on final estimates. If budget allows, a second, shorter structure can be placed on the north blue circle.



PRELIMINARY DESIGN

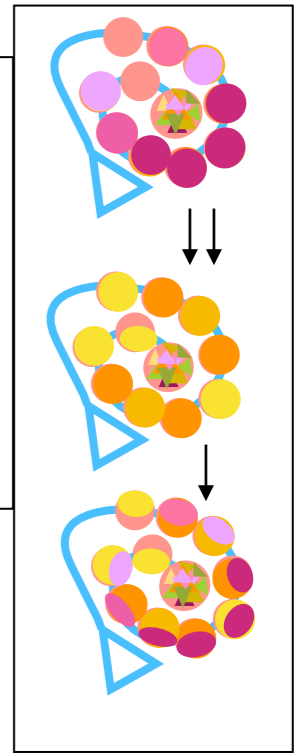
pending final estimates on materials/fabrication/
engineering/install/uninstall

Whimsical cotton boll flowers fabricated from recycled golf balls donated by the historic Wigwam Resort, painted with outdoor mural paint in the colors of Arizona sunsets and strung on a metal frame, recall LP's **agricultural origins in the cotton industry.**



Interactive QR code will link to a page on LP Historical Society's website with short clips featuring the City's rich **history of strong community**, including photographs and quotes from *Los Campos: The Camps of Litchfield Park 1929-1986*, by Cruz Pariga Dominguez and Belen Soto Moreno (after which an LESD elementary school was recently named). Photos of children playing marbles and passages from the text will remind viewers that games for young and old have a long tradition of strengthening our community.

Bicolor balls strung together around a central mosaiced sphere can rotate, inviting viewers to **interact** with the sculpture and change its appearance.



4 ft

