

City Council
Regular Meeting
Agenda

REVISED 10/14/25 7:18 AM

Wednesday, October 15, 2025

IMMEDIATELY FOLLOWING THE 6:00 PM SPECIAL MEETING

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

INFORMATION ONLY

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:

- 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. Extra Mile Day Proclamation

INFORMATION ONLY

Presenter: *Thomas L. Schoaf, Mayor*

Mayor Schoaf may read a proclamation declaring November 1, 2025, as Extra Mile Day.

VI. Reports

A. Public Safety Services Monthly Reports

1. Goodyear Fire Report

INFORMATION ONLY

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

- EMS Calls/False Calls
- Other/Unknown/False Alarm
- Hazardous Conditions
- Other Incident Types
- Good Intent Calls
- 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 September. 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 may provide an update on activity during the month of September.

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

At any regular or special meeting of City Council, the agenda may include a listing of matters for the Council to act on as a "consent agenda." The Council may vote upon all matters contained within the consent agenda by a unanimous single vote of all those present at the meeting entitled to vote. Any matter may be removed from the consent agenda and considered as a singular item upon the request of any member of the Council.

A. Approval of Minutes ACTION/COMMENT

Presenter: Terri Roth, City Clerk

Discussion and possible action to approve the September 17, 2025, work study session and regular meeting minutes.

B. IGA with the City of Avondale for Senior Center ACTION/COMMENT

Presenter: Paige Peterson, Asst. City Mgr./Finance Director

Discussion and possible action to approve the Intergovernmental Agreement with the City of Avondale for Litchfield Park residents to utilize the Avondale Senior Center.

C. IT Equipment Disposal ACTION/COMMENT

Presenter: Paige Peterson, Asst. City Mgr./Finance Director

Discussion and possible action to approve the disposal of old and outdated IT equipment.

D. Tree Lighting Ceremony Street Closures ACTION/COMMENT

Presenter: Tricia Kramer, Community & Recreation Services Director

Discussion and possible action to approve the requested street closures for the December 5, 2025, Tree Lighting Ceremony.

E. Christmas in the Park Street Closures ACTION/COMMENT

Presenter: Tricia Kramer, Community & Recreation Services Director

Discussion and possible action to approve street closures for the Christmas in the Park Parade and Festival on December 13, 2025.

F. Litchfield Park Gathering Street Closures ACTION/COMMENT

Presenter: Tricia Kramer, Community & Recreation Services Director

Discussion and possible action to approve street closures for the Litchfield Park Gathering on January 10 and 11, 2026.

G. Purchase of Public Works Vehicle ACTION/COMMENT

Presenter: Kyle Ames, Public Works Director

Discussion and possible action to approve the purchase of a Public Works vehicle in an amount not to exceed \$62,000.

VIII. Business

A. Approval of Preliminary Hilltop Park Design ACTION/COMMENT

Presenter: Randy Proch, Planning Director

Discussion and possible action to recommend approval to the City Council the preliminary hilltop park

design located at 5374 N. Litchfield Road.

B. Adoption of Ordinance 25-294 City Code Update **ACTION/COMMENT**
Presenter: *Matthew Williams, City Manager*

Discussion and possible action to introduce Ordinance 25-294 related to the cleanup of the City Code per City Charter.

C. Introduction of Ordinance 25-295 Zoning Code Amendment **ACTION/COMMENT**
Presenter: *Matthew Williams, City Manager*

Discussion and possible action to introduce Ordinance 25-295 Zoning Code Amendment related to the Design Review Board and Zoning Administrator powers.

D. Budget Policy Revisions **ACTION/COMMENT**
Presenter: *Paige Peterson, Asst. City Mgr./Finance Director*

Discussion and possible action to adopt the revised City of Litchfield Park Budget Policy.

E. Introduction of Ordinance 25-296 Debt Limitation Policy **ACTION/COMMENT**
Presenter: *Paige Peterson, Asst. City Mgr./Finance Director*

Discussion and possible action to introduce Ordinance 25-296 Debt Limitation Policy

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)(3) for discussion or consultation for legal advice with the City Attorney regarding property annexation with the City of Glendale.**

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, October 15, 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.