

**City Council  
Regular Meeting  
Agenda**

Wednesday, February 18, 2026

IMMEDIATELY FOLLOWING THE 6:00PM 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](http://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. Unified Responder Community Award**

**INFORMATION ONLY**

**Presenter:** [Cricket Barrientos](#)

Ms. Cricket Barrientos will present the City Council with an award for the work they have done to support the Sounds of Autism Mission.

**B. National School Breakfast Week Proclamation**

**INFORMATION ONLY**

**Presenter:** [Thomas L. Schoaf, Mayor](#)

Mayor Schoaf may read a proclamation declaring March 2–6, 2026, as National School Breakfast Week.

**C. Employee of the Quarter**

**INFORMATION ONLY**

**Presenter:** [Thomas L. Schoaf, Mayor](#)

Mayor Schoaf may present a certificate to Lisa Adams-Williams, Human Resources Director, as the recipient of the 4th quarter of 2025.

**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**

Sgt. Emmett 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 January. Follow-up items from the previous Council meeting may also be discussed.

**2. Communications Update****INFORMATION ONLY**

Ms. Brunson Kuhl will provide an update on activity during the month of January 2026.

**3. Contamination / Plume Update****INFORMATION ONLY**

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

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

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

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

- Project Updates
- Budgets
- Timelines

**5. 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.

**6. Magistrate Court Monthly Report****INFORMATION ONLY**

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

- Cases filed
- Cases dismissed
- Violations filed
- 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 January 21, 2026, work study session and regular meeting minutes.

**B. Street Closures for Boy Scout Troop 99 Run****ACTION/COMMENT**

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

Discussion and possible action to approve street closures for Boy Scout Troop 99's "Are You Faster Than A Scout" Run on March 21, 2026.

**C. Camelback Road Intersection Emergency Repairs****ACTION/COMMENT**

**Presenter:** Keith Drunasky, City Engineer

Discussion and possible action to approve use of general contingency funds to complete emergency roadway repairs at Camelback and Dysart Roads and Camelback and Litchfield Roads intersections.

**D. Hilltop Booster Pump Surplus Disposal****ACTION/COMMENT**

**Presenter:** Matthew Williams, City Manager

Discussion and possible action to place existing booster pump on surplus or to dispose of by the contractor.

**VIII. Business****A. Resolution 26-599 Personnel Policy Amendment HR-2044 Stand By Time****ACTION/COMMENT**

**Presenter:** Lisa Adams-Williams, Human Resources Director

Discussion and possible action to adopt Resolution 26-599 Personnel Policy Amendment HR-2044 Stand By Time.

**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 discussions or consultations with the City Attorney regarding legal considerations associated with City facility designations and uses, and implementation of the City's vision statement and strategic plan.**

**X. Adjournment**

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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, February 18, 2026, in the following place in the City of Litchfield Park:

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

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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.



**CITY COUNCIL  
COMMUNICATION**

**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:** Matthew Williams, City Manager  
**Meeting Date:** 2/18/2026  
**Presenter:** Matthew Williams, City Manager

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**RECOMMENDED MOTION:**

N/A

**BACKGROUND/DISCUSSION:**

N/A

**STAFF RECOMMENDATION:**

N/A

**FINANCIAL IMPACT:**

N/A

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**ATTACHMENTS:**

1. CM Monthly Report - February 2026

**To: Mayor and Council**  
**From: City Manager, Matthew Williams**  
**Subject: February 2026, Manager's Report**

**Community and Recreation Services** (Tricia Kramer)

Recreation Center Facility

- Rec Director invited Interim PW Director and HR Director to Rec Center on Tues., 2/3, for a brief site walk to discuss possible ways to improve employee safety at the facility.

Aquatics

- We have 8 registrants so far for upcoming Lifeguard Certification classes.
- We have received 10 applications for open lifeguard positions to date.

Community Services

- Staff received a Yard of the Quarter submission this week which will be presented to RPG for consideration at their 2/12 meeting.
- On Tues., 1/27, Staff attended the West Valley Arts Council's Culturalist launch event. This new site connects artists, municipalities, and arts-related organizations. We plan to use the site to post our events, recruit festival artists, and announce future public art projects.
- The RPG Commission's annual orange tree painting event has been scheduled for 3/14 & 3/15. We are starting to recruit sponsors and volunteers to paint the trees.
- The annual community garage sale event is set for 4/18. The [sign-up form](#) is available on the website.

Preschool

- Miss Emily, our AM Preschool Aide's last day was Fri., 2/6. We have several interviews lined up for the open Preschool Aide positions.

Sports

- Staff worked with Public Works to purchase four new sets of bleachers for our youth sports game spectators. Two have already been installed at Staggs Park. We plan to install the other two at Scout Park.
- Registration for the Spring Sports Season is ongoing. Our leagues currently have 524 kids registered (116 -basketball, 297 soccer, and 111 flag football).
- On Thurs., 2/5, Staff met with Avondale PD, PW, and the City Engineer to review traffic and public safety plans for the 2/28 Litchfield Park Run.
- We currently have 505 registrants for the 2/28 Litchfield Park Run, so we exceeded our goal of 500 registrants. We will continue to accept registrations through race day.

Special Events

- Staff has been working with USA Today/AZ Central to finalize our digital ad campaigns for the Spring Art & Wine Festival. Staff also finalized print ads for various local papers.
- The Trout Fishing Derby was a fun event with lots of families enjoying the experience together. New this year - Turner's Outdoorsman of Goodyear held free fishing lessons for kids on the dock all day long. We enjoyed seeing Councilmembers Allen, Brainard Watson, and Fraser at the derby.

- Staff and Councilmembers Allen, Brainard Watson and Councilmember James met with Candy Vermillion to discuss event promotions. Vermillion promotions is under contract with other organizations for events the same weekend as both our fall and spring art and wine festival.
- At the Litchfield Park Gathering (Native American Festival) artists were pleased with the move to Litchfield Square Park. Performers and attendees also enjoyed the updated layout of the stage. Several of our artists had great sales activity including one who sold over \$20,000 worth of artwork.
- Staff also started purchasing giveaways and securing vendors for Easter in the Park, which is scheduled for 3/28.
- Upcoming February Events:
  - 2/14 - The Parent Trap - Free Movie Night at Jackie Robinson Ballfield
  - 2/22 - Come Back Buddy – Free Arts in the Park Concert at The Wigwam
  - 2/28 - The BFG – Free Movie Night at Jackie Robinson Ballfield

#### **City Engineer** (Keith Drunasky)

- Completed a preconstruction meeting with Straight Arrow on the repairs of existing ramp and for the proposed repairs for wall damage at Bird Lane/Litchfield Road.
- Completed CIP inspections at Hilltop, utility installations, resident gathering space, AFHS and Library projects.
- Attended monthly MCDOT Liaison meeting.
- Attended monthly Sun Health meeting.
- Attended Hilltop Contractor All Hands progress meeting.
- Attended the weekly Library AOC Construction meeting with Haydon, ADM and Staff.
- Attended PGA South monthly call.
- Attended PGA North monthly call.
- Attended and participated in the AFHS beam signing event at the new school site.
- Attended Plaza Del Parque comment resolution meeting.
- Met with PD, Rec, PW, regarding traffic impacts to upcoming fun run races.
- Reviewed multiple submittals and RFI's for the Library Project
- Issued Hilltop Phase I plans to 6 contractors this week for construction bids.
- Coordinated with Sun Valley to install rumble bars on Litchfield Road at the roundabout. Purchase order was issued, bars should go down in the next week or two.
- Coordinated with SDL Landscaping to make repairs on the roundabout from the previous DUI car accidents. Work should start in the next week or two.
- Coordinated with a contractor to make repairs to Camelback Road at Litchfield and at Dysart.
- Engaged a contractor to complete Citywide pavement management/repairs.
- Reviewed traffic control for requested night closure for water main installation across Litchfield Road for the AFHS project.

#### **Communications and Government Relations** (Yosha Brunson Kuhl)

##### **Communications**

- State of the City

- Filming completed for Councilmember Justin James, Councilmember Ron Clair, Councilmember Suzanne Allen, and Vice Mayor Paul Faith
- Winter CityLine issue
  - In review
- City Mission Statement in review
  - Presented to Council in 1/22/2026 Work Study Session, Council to discuss
- Trainings/Meetings Attended
  - CivicPlus category review
  - Social media strategy/review
  - WESTMARC Public Affairs Committee
  - Agua Fria Beam Signing
  - West Valley Partners Intergov meeting
  - MAG Intergov meeting
  - Arizona League of Cities and Towns Intergov meeting
- 20 pieces of content published (4 FB posts, 7 FB stories, 4 IG posts, 5 IG stories)
- Total reach/Viewers: 18.8K Viewers via FB (-38.9%), 23.2K via IG (+30.7%)
- Total views: 33.8K via FB (-41.5%), 40.5K via IG (+9.5%)
- Content interactions: 447K FB (-36.3%), 2.1K IG (+13.9%)
- New Follows: 39 FB (-42.6%), 94 IG (+49.2%)
- Top Post (FB)
  - **Litchfield Park Run**
  - Views: 5.3K
  - Reactions: 38
  - Comments: 3
  - Shares: 5
- Top Post (IG)
  - **Litchfield Park Run**
  - Views: 3.8K
  - Reactions: 120
  - Comments: 3
  - Shares: 102
- Ongoing outreach to connect with community businesses for features
- Media Coverage:
  - Litchfield Park Independent – [Candidate Packets Made Available for Litchfield Park Election](#)
  - Litchfield Park Independent - [Litchfield Park Opens Registration for Citizens' Leadership Academy](#)

- o Golfpass.com – [Best 25 Public Golf Courses in Arizona – Golfers’ Choice 2026](#)
- o Wigwam Resort’s Red included as #15, while the Gold Course was included in the “Editor’s Choice” for best public golf courses in Arizona
- Litchfield Park Independent – [Come Back Buddy to Headline Free Concert in Litchfield Park](#)

Government Relations

**Special Projects/Planning Department** (Randy Proch)

Special Projects

- Masonry work has been finished at the school, PAC, and library projects with second floor decking, architectural embellishments, and eventually roofing to follow.
- The City still has not received the resubmittal of the Building Plans for the PWLHC since November and has not received the Civil Plans for initial submittal either. Once received, the review will be expedited to assist their efforts.
- The City held a public information open house on the Capital Improvement Program projects around the La Loma Restoration area. About 40 people attended to see the various boards and designs for roadway improvements around the area. Approximately half of the questions received were regarding the status of Litchfield Square and possible updates on businesses coming soon as well as questions about a potential Camelback underpass.
- Significant progress has been made on the utility connections through the school and library site. Sewer connections into Sun Health are imminent, and the library will be extending the stub from the school site to the library.
- A pre-construction meeting was held for The Thomas project. Site improvements are underway to include the raised wall on the east end, on-site circulation and driveway improvements, changes to Old Litchfield Road and Villa Nueva striping, and street frontage landscape enhancements. Once completed, tenants may receive their C of O to open.
- A Public Input Meeting was held on Wednesday night to discuss the numerous City facilities: Florence Brinton Litchfield Memorial building, Recreation Center, St. Thomas Aquinas Church, and Cottage #2 and #3 on the hilltop. Approximately 120 people attended with about 75 respondents providing input. The video presentation along with an analysis of results received so far is available on our website with a link for others to provide feedback that did not attend.  
<https://litchfieldpark.gov/1806/Facility-Programming-and-Reuse>

Planning Department

- A proposed addition with an RV garage was sent to the Design Review Board through the Enhanced Track for recommendation. After deliberation and discussion, the proposal was recommended for approval to the Zoning Administrator with the request to push the RV garage facade as far back as possible into the lot.

**Building Safety Department** (Brian Bertucci)

- Permit submittals 2
- Permits issued 1
- Field inspections 15
- Building, Planning, and Engineering held a meeting with the architect to discuss final plan review comments on the Rudolfo Family Building at 350 W Village Pkwy.
- A Certificate of Occupancy was granted for Milk and Honey Coffee at 107 W Honeysuckle St.

**Public Works Department** (Troy White)

- Lighting System Cross-Training – Litchfield Square: Public Works Supervisors and Crew Leaders were trained on the Litchfield Square lighting system. Previously, only one staff member was familiar with system operations. This training supports operational redundancy and continuity of service.
- Expanded Cross-Training in Critical Operations: Staff is cross-training in key areas including Blue Staking, playground equipment inspections, irrigation systems, and other essential operational functions to eliminate single points of failure.
- Palm Tree Replacements: Six replacement palm trees were replanted this past week.
- Graffiti Abatement Initiative: Public Works has implemented a more aggressive graffiti response protocol with a goal of removal within 24 hours of identification.
- Speed Hump Reflector Replacement – Bird Lane: New reflectors for the speed humps along Bird Lane have been ordered and will be installed upon receipt.
- Additional Uplighting – Litchfield Road: Staff is coordinating with a contractor to install additional uplighting on Litchfield Road north of the roundabout. A quote is expected late next week.
- Greenbelt Wall Painting – North Villa Nueva & Dysart Road: Staff will obtain quotes to paint an interior section of wall along the greenbelt perimeter. Wall repairs were recently completed.
- Roof Repairs – Library & Town Hall: Roofing repairs for the Library and Town Hall buildings are scheduled to begin February 18.
- Eucalyptus Tree Assessment – Camelback Park: The Town is procuring drone services to verify that the nest in the dead eucalyptus tree is void of eggs. Pending verification, the tree will be scheduled for removal.
- Picnic Table Replacement – Little Park: A new replacement picnic table has been ordered.
- Window Replacement – Library: Replacement of the broken window is scheduled for Tuesday, February 12.
- Hilltop Facility – Garage Cleanup: Staff cleaned out the garage of the main house at the Hilltop facility in preparation for PWLHC consultants to utilize the space as temporary office accommodations during renovations. During cleanup, four rattlesnakes were encountered, and a licensed snake removal company was engaged to safely remove them from the site
- Townwide Painting Needs: Public Works will be obtaining quotes from a painting contractor to estimate costs for various painting needs throughout town, including block walls, gateway signs, curbing, and other infrastructure elements.

**Human Resource Department** (Lisa Adams-Williams)

- Hiring
  - Site Supervisors—3 applicants in pre-employment process
  - Lifeguard I, II & III
  - Preschool Aide - PM
- Department Projects (In Progress/Completed)
  - Winter Closure vs. Personal Leave Survey Results
    - 48 Full-time employees eligible to participate in survey
    - 42 (87.5%) out of 48 employees selected the option to Keep Winter Closure as is with no changes.
    - 4 (8.33%) out of 48 employees did not respond
    - 2 (4.17%) out of 48 employees selected the option for Personal Leave in lieu of winter closure.

**City Clerk's Department** (Terri Roth)

- Received a liquor license application and processed. It will be on the March agenda for a public hearing and action.
- Researched the 1997 / 1998 Referendum and Recall documents and assisted with filling in the blanks for the timeline. This is part of the Litchfield Square historical timeline that staff is assembling.

**Finance/IT Department/ACM** (Paige Peterson)

Finance

- Prepared and submitted the annual Electronic Municipal Market Access (EMMA) report to maintain compliance with the disclosure requirements of the Series 2021 and 2023 bonds.

Assistant City Manager

- Attended the winter Arizona City/County Managers Association conference in Sedona.
- Attended the community input meeting regarding the City's public facilities.
- Attended the Helping One-Woman dinner.
- Attended the Governor's State of the State luncheon at Phoenix Raceway.

IT

- Engage LP (SeeClickFix) - Met with our rep on Friday and covered Assignment Automations. Scheduled time to meet our Client Success Manager next week. Received final approval from Apple for the iOS app to go live. Waiting on android approval.

**Code Enforcement** (Rena Dosch)

- Opened new cases at:
  - Property maintenance on Bird Ln
- Issued 2<sup>nd</sup> Notice to:
  - Landscaping/property maintenance on Old Litchfield Rd
- Issued Notice of Violation to:
  - Property maintenance on Ancora Dr
  - Altering exterior without approval on Laguna Royale

- Closed 4 cases due to compliance.
- Conducted proactive and reactive inspections
- Issued 2 short-term rental permits.

### **Administration**

- The new traffic position began on January 5<sup>th</sup>. As a reminder, AVPD is loaning us a vehicle until our new vehicle arrives. Our F150 that was on order was destroyed in a fire at Ford, and a new vehicle has been ordered.
- Lisa and I attended the annual AZMIT (Arizona Municipal Insurance Trust) meeting in Wickenburg.
- Staff and Joe met with exponent for ongoing negotiations. More meetings will be scheduled.
- Staff spoke with Mike Hirth regarding land availability in Monument Point for a Public Works facility.
- The Sun Health DA extension agreement passed on February 2<sup>nd</sup>. This extension allowed a 90-day extension for submission of conceptual plans on Phase II and final development plans for Phase 1. Neither has been submitted. It is more important to remember Sun Health is moving forward with the Litchfield Road improvements and design for Camelback Road (from Bullard wash to Litchfield Road) both of which are DA components.
- Randy and I met with Poyner to discuss his appraisal of parcel 13 and 14. Poyner has been provided the formal appraisal for his proposed property. Negotiations are ongoing.
- Staff met with Sun Health for the monthly progress meeting.
- The Mayor, Vice Mayor and Councilmember Clair and I met with JDM for lunch at the Biltmore. This meeting was positive and productive.
- Thank you to everyone who attended the special zoom Council meeting for the Sun Health-Camelback design contract.
- Our Public Works Director Kyle Ames submitted his resignation effective February 11, 2026. We thank Kyle for his years of service, and this position will be posted soon. Troy White remains under contract as the Interim Public Works Director.
- PWLHC has requested city staff to remove the surplus street signs from the Litchfield house garage. These signs were placed there in 21' for surplus sale (by PWLHC) to benefit the restoration of the Litchfield house. These signs will be moved, and PWLHC still intends to auction these signs.

**Respectfully submitted,**

*Matthew C. Williams*

**City Manager**



**CITY COUNCIL  
COMMUNICATION**

**Presentations Item V.A  
Unified Responder Community  
Award**

**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:** Cricket Barrientos, Sounds of Autism Founder  
**Through:** Matthew Williams, City Manager  
**Meeting Date:** 2/18/2026  
**Presenter:** Cricket Barrientos

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**RECOMMENDED MOTION:**

N/A

**BACKGROUND/DISCUSSION:**

This is a Unified Responder Community Award for the work the City Leaders, Families of Litchfield Park, First Responders and Educational Leaders have done to support Sounds of Autisms Mission. The City has evolved from 2020 until now based on an unknown Rubric they have been working towards.

They will be presenting the award and gift bags for the Council to say thank you and learn more about how this all came about. We are now the 5th City to receive this award.

**STAFF RECOMMENDATION:**

N/A

**FINANCIAL IMPACT:**

None

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**ATTACHMENTS:**



**CITY COUNCIL  
COMMUNICATION**

**Presentations Item V.B  
National School Breakfast Week  
Proclamation**

**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:** Terri Roth, City Clerk  
**Through:** Matthew Williams, City Manager  
**Meeting Date:** 2/18/2026  
**Presenter:** Thomas L. Schoaf, Mayor

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**RECOMMENDED MOTION:**

N/A

**BACKGROUND/DISCUSSION:**

Mayor Schoaf may read a proclamation declaring March 2–6, 2026, as National School Breakfast Week.

**STAFF RECOMMENDATION:**

N/A

**FINANCIAL IMPACT:**

N/A

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**ATTACHMENTS:**

1. National School Breakfast Week March 2026



# CITY OF LITCHFIELD PARK P R O C L A M A T I O N



**WHEREAS**, the School Breakfast Program has served our nation admirably since it was permanently established in 1975; and

**WHEREAS**, the School Breakfast Program is dedicated to the health and well-being of our nation’s children; and

**WHEREAS**, the School Breakfast Program joins and has been joined through the years by many other excellent child nutrition programs; and

**WHEREAS**, there is evidence of continued need for nutrition education and awareness of the value of school nutrition programs

**NOW, THEREFORE, I**, Thomas L. Schoaf, Mayor of the City of Litchfield Park, Arizona, do hereby proclaim the week of March 2 through 6, 2026, as

## “NATIONAL SCHOOL BREAKFAST WEEK IN LITCHFIELD PARK, ARIZONA”

and I encourage all residents to become aware and concerned about their children’s and their own nutrition habits, in hope, of achieving a more healthful citizenry for today and the future.

Dated this 18<sup>th</sup> day of February, 2026.

City of Litchfield Park

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

Attest:

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





**CITY COUNCIL  
COMMUNICATION**

**Presentations Item V.C  
Employee of the Quarter**

**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:** Terri Roth, City Clerk  
**Through:** Matthew Williams, City Manager  
**Meeting Date:** 2/18/2026  
**Presenter:** Thomas L. Schoaf, Mayor

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**RECOMMENDED MOTION:**

N/A

**BACKGROUND/DISCUSSION:**

N/A

**STAFF RECOMMENDATION:**

N/A

**FINANCIAL IMPACT:**

N/A

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**ATTACHMENTS:**

1. EOQ Council Notice\_4th Qtr 2025
2. 4th Qtr EOQ Certificate\_L Adams Williams



**Nominees for the 4<sup>th</sup> Quarter of 2025**

<b>Employee</b>	<b>Department</b>	<b>Number of Nominations</b>
Lisa Adams Williams	City Hall	1
Brittney Martinez	Rec Center	1
Terri Roth	City Hall	1

**Employee of the 4<sup>th</sup> Quarter of 2025:  
Lisa Adams Williams**



In appreciation of your service,  
we hereby present to

**Lisa Adams Williams**

the Employee of the Quarter award recognizing her outstanding quality of  
work and public ambassadorship for the quarter ending December 31, 2025.

*City of Litchfield Park*

This 18<sup>th</sup> Day of February 2026

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Matthew Williams  
City Manager



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Thomas L. Schoaf  
Mayor



**CITY COUNCIL  
COMMUNICATION**

**Reports Item VI.A  
Public Safety Services Monthly  
Reports**

**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:**  
**Through:** Matthew Williams, City Manager  
**Meeting Date:** 2/18/2026  
**Presenter:**

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**RECOMMENDED MOTION:**

**BACKGROUND/DISCUSSION:**

**STAFF RECOMMENDATION:**

**FINANCIAL IMPACT:**

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**ATTACHMENTS:**



**CITY COUNCIL  
COMMUNICATION**

**Reports Item VI.A.1  
Goodyear Fire Report**

**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:** Chief Pahl, GYFD  
**Through:** Matthew Williams, City Manager  
**Meeting Date:** 2/18/2026  
**Presenter:** Chief Pahl

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**RECOMMENDED MOTION:**

N/A

**BACKGROUND/DISCUSSION:**

N/A

**STAFF RECOMMENDATION:**

N/A

**FINANCIAL IMPACT:**

N/A

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**ATTACHMENTS:**

1. LFP\_Monthly\_Dashboard\_JAN\_2026

Goodyear Fire Department  
 Incident Report  
 City of Litchfield Park  
 Date Range: 01/01/2026 - 01/31/2026

Apparatus	Jurisdiction
E54	Phoenix
BC171 - E175	Avondale
BC181 - E185, CR181	Goodyear



Incident Number	Apparatus ID	Incident Date	Arrival Time	Property Use	Incident Type	Street Prefix	Street Name	Street Type
26010013	BC181	1/7/2026	18:21:13	419 - Residential	111 - Building fire	West	VILLAGE	Parkway
26013042	E174	1/9/2026	16:35:36	419 - Residential	151 - Fire - Trash	West	INDIAN SCHOOL	Road
26022662	E183	1/16/2026	1:07:13	419 - Residential	3211 - EMS Code	North	DESERT STREAM	Way
26044641	E183	1/30/2026	7:07:29	419 - Residential	3211 - EMS Code	East	CASCADA	Road
26000672	E174	1/1/2026	11:09:37	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26001389	E174	1/1/2026	20:32:22	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26001629	E183	1/2/2026	1:15:37	419 - Residential	3212 - ALS EMS Call	East	CASCADA	Road
26001637	E174	1/2/2026	1:32:11	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26001864	E183	1/2/2026	7:50:02	419 - Residential	3212 - ALS EMS Call	West	ESCONDIDO	Court
26001959	E183	1/2/2026	9:28:29	419 - Residential	3212 - ALS EMS Call	West	VILLAGE	Parkway
26002454	E174	1/2/2026	15:17:54	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26002545	E183	1/2/2026	16:22:13	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26002605	E174	1/2/2026	16:55:06	419 - Residential	3212 - ALS EMS Call	North	VILLA NUEVA	Drive
26002850	E181	1/2/2026	20:02:38	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26003855	E174	1/3/2026	15:10:07	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26003917	E183	1/3/2026	16:13:15	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26004184	E183	1/3/2026	19:42:40	459 - Assisted Living	3212 - ALS EMS Call	South	DENNY	Boulevard
26004221	E174	1/3/2026	20:17:33	960 - Street	3212 - ALS EMS Call	North	OLD LITCHFIELD	Road
26005052	E174	1/4/2026	12:31:08	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26007713	E183	1/6/2026	8:57:16	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26009061	E174	1/7/2026	6:06:12	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26009659	E185	1/7/2026	13:57:54	419 - Residential	3212 - ALS EMS Call	West	HIDDEN TERRACE	Loop
26010888	E174	1/8/2026	11:00:36	419 - Residential	3212 - ALS EMS Call	West	VAL VERDE	Circle
26011348	E183	1/8/2026	16:09:46	419 - Residential	3212 - ALS EMS Call	North	VILLAGE	Road
26012259	E171	1/9/2026	8:36:00	960 - Street	3212 - ALS EMS Call	South	OLD LITCHFIELD	Road
26012337	E183	1/9/2026	9:28:46	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26012431	E185	1/9/2026	10:23:28	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26012634	E183	1/9/2026	12:25:08	459 - Assisted Living	3212 - ALS EMS Call	South	DENNY	Boulevard
26012757	E183	1/9/2026	13:51:48	960 - Street	3212 - ALS EMS Call	North	OLD LITCHFIELD	Road
26013825	E174	1/10/2026	7:17:56	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26013982	E174	1/10/2026	9:53:23	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26015016	E174	1/10/2026	23:17:49	419 - Residential	3212 - ALS EMS Call	North	DYSART	Boulevard
26015420	E174	1/11/2026	9:38:59	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26016582	E183	1/12/2026	5:18:01	419 - Residential	3212 - ALS EMS Call	North	CLEAR CREEK	Drive
26018893	E183	1/13/2026	15:49:00	960 - Street	3212 - ALS EMS Call	South	OLD LITCHFIELD	Road
26019067	E174	1/13/2026	17:40:22	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26019905	E183	1/14/2026	10:12:38	459 - Assisted Living	3212 - ALS EMS Call	South	DENNY	Boulevard
26022167	E174	1/15/2026	17:57:50	960 - Street	3212 - ALS EMS Call	West	CAMELBACK	Road
26022700	E183	1/16/2026	1:58:37	419 - Residential	3212 - ALS EMS Call	West	PALO BREA	Drive
26022956	E183	1/16/2026	8:18:40	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26024154	E183	1/16/2026	21:43:59	960 - Street	3212 - ALS EMS Call	South	OLD LITCHFIELD	Road
26024836	E183	1/17/2026	11:22:18	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26025250	E183	1/17/2026	16:27:42	459 - Assisted Living	3212 - ALS EMS Call	South	DENNY	Boulevard
26025481	E183	1/17/2026	19:17:50	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26026834	E174	1/18/2026	17:52:25	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26027161	E183	1/18/2026	22:32:44	419 - Residential	3212 - ALS EMS Call	North	ALEPPO	Court
26031636	E181	1/21/2026	19:27:59	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26032779	E183	1/22/2026	13:47:58	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26034102	E183	1/23/2026	10:52:31	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26034171	E183	1/23/2026	11:45:13	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26034500	E183	1/23/2026	14:54:50	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26036485	E174	1/24/2026	20:06:30	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26037384	E183	1/25/2026	13:30:33	419 - Residential	3212 - ALS EMS Call	West	ALDEA	Court
26039709	E183	1/27/2026	0:57:32	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26041526	E183	1/28/2026	8:04:36	419 - Residential	3212 - ALS EMS Call	East	SAGEBRUSH	Street
26041841	E183	1/28/2026	11:46:23	459 - Assisted Living	3212 - ALS EMS Call	South	DENNY	Boulevard
26044008	E183	1/29/2026	18:14:47	960 - Street	3212 - ALS EMS Call	West	CAMELBACK	Road
26045342	E174	1/30/2026	15:19:52	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26046061	E183	1/30/2026	23:53:11	459 - Assisted Living	3212 - ALS EMS Call	South	DENNY	Boulevard
26000171	E174	1/1/2026	1:38:55	419 - Residential	3213 - BLS EMS Call	West	CASTILLO	Drive
26000675	E183	1/1/2026	11:12:40	459 - Assisted Living	3213 - BLS EMS Call	West	LAS CRUCES	Drive
26001795	E183	1/2/2026	6:27:05	459 - Assisted Living	3213 - BLS EMS Call	West	DENNY	Boulevard
26002793	E181	1/2/2026	19:23:57	419 - Residential	3213 - BLS EMS Call	North	FLORENCE	Avenue
26003808	E183	1/3/2026	14:33:59	419 - Residential	3213 - BLS EMS Call	West	WALLY	Lane
26005060	E183	1/4/2026	12:31:54	419 - Residential	3213 - BLS EMS Call	North	ALEPPO	Court

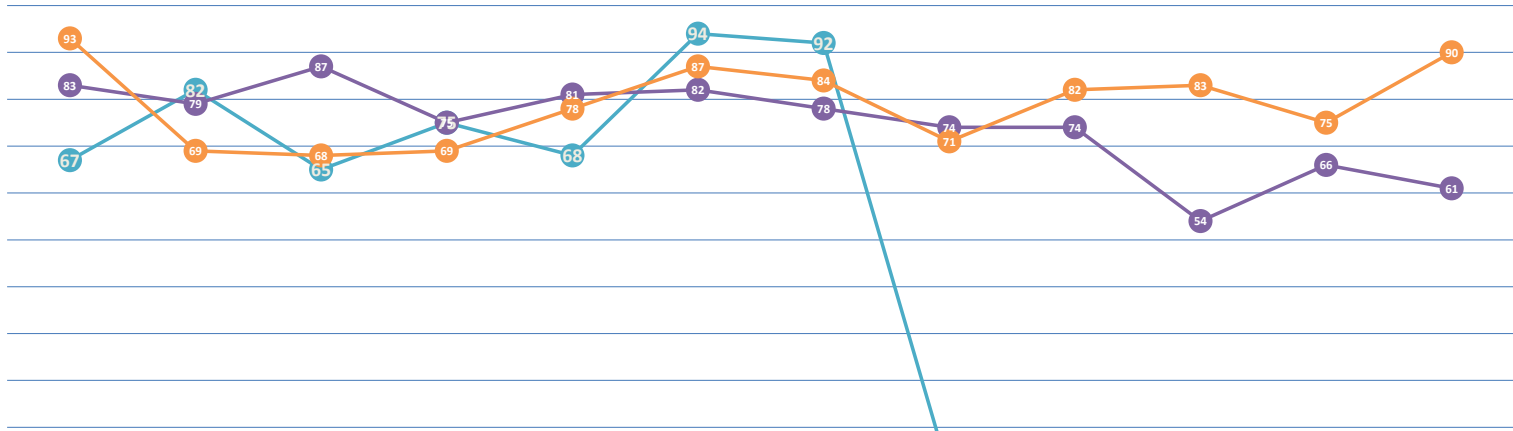
Goodyear Fire Department  
 Incident Report  
 City of Litchfield Park  
 Date Range: 01/01/2026 - 01/31/2026

Apparatus	Jurisdiction
E54	Phoenix
BC171 - E175	Avondale
BC181 - E185, CR181	Goodyear



Incident Number	Apparatus ID	Incident Date	Arrival Time	Property Use	Incident Type	Street Prefix	Street Name	Street Type
26005203	E174	1/4/2026	14:40:24	419 - Residential	3213 - BLS EMS Call	West	INDIAN SCHOOL	Road
26006026	E183	1/5/2026	6:45:20	419 - Residential	3213 - BLS EMS Call	West	MAYA	Drive
26012597	E174	1/9/2026	12:04:39	459 - Assisted Living	3213 - BLS EMS Call	West	LAS CRUCES	Drive
26019086	E183	1/13/2026	17:52:38	459 - Assisted Living	3213 - BLS EMS Call	West	DENNY	Boulevard
26023837	E174	1/16/2026	17:44:32	419 - Residential	3213 - BLS EMS Call	North	ORO VISTA	Drive
26024304	E174	1/17/2026	0:19:54	419 - Residential	3213 - BLS EMS Call	West	WALLY	Lane
26026322	E183	1/18/2026	11:23:47	419 - Residential	3213 - BLS EMS Call	West	MAYA	Drive
26030445	E183	1/21/2026	4:14:20	419 - Residential	3213 - BLS EMS Call	South	DESERT	Avenue
26033213	E174	1/22/2026	18:44:12	459 - Assisted Living	3213 - BLS EMS Call	West	LAS CRUCES	Drive
26037746	E183	1/25/2026	18:37:28	459 - Assisted Living	3213 - BLS EMS Call	South	DENNY	Boulevard
26038027	E183	1/25/2026	23:02:08	419 - Residential	3213 - BLS EMS Call	South	CERVATO	Circle
26040270	E183	1/27/2026	11:35:47	419 - Residential	3213 - BLS EMS Call	West	WIGWAM	Boulevard
26040594	E183	1/27/2026	15:20:52	419 - Residential	3213 - BLS EMS Call	West	HIDDEN TERRACE	Loop
26040997	E183	1/27/2026	19:39:00	419 - Residential	3213 - BLS EMS Call	West	HIDDEN TERRACE	Loop
26031610	E174	1/21/2026	19:04:56	960 - Street	322 - MVA / 962	West	CAMELBACK	Road
26035306	E183	1/24/2026	1:36:36	419 - Residential	3222 - 962 Motorcycle	East	BIRD	Lane
26009028	E183	1/7/2026	5:19:34	960 - Street	3223 - ALS 962	West	CAMELBACK	Road
26040075	E185	1/27/2026	9:28:48	419 - Residential	412 - HazMat - Gas leak	West	HIDDEN TERRACE	Loop
26009999	E183	1/7/2026		960 - Street	611 - Cancelled - En Route	West	CAMELBACK	Road
26014552	E183	1/10/2026	16:57:50	960 - Street	611 - Cancelled - En Route	North	OLD LITCHFIELD	Road
26023355	E183	1/16/2026		419 - Residential	611 - Cancelled - En Route		ANCORA	Drive
26031046	E174	1/21/2026	13:15:31	960 - Street	611 - Cancelled - En Route	West	CAMELBACK	Road
26012609	E183	1/9/2026		459 - Assisted Living	6111 - Cancelled - On scene	West	LAS CRUCES	Drive
26013203	E183	1/9/2026	18:24:12	419 - Residential	6111 - Cancelled - On scene	West	WIGWAM	Boulevard
26000089	E183	1/1/2026	0:45:25	419 - Residential	735 - Alarm malfunction	East	WIGWAM	Boulevard
26008647	E174	1/6/2026	20:15:58	419 - Residential	735 - Alarm malfunction	West	CAMELBACK	Road
26037643	E174	1/25/2026	17:07:33	419 - Residential	735 - Alarm malfunction	North	VISTA VERDE	Drive
<b>92</b>	<b>Total Responses</b>							

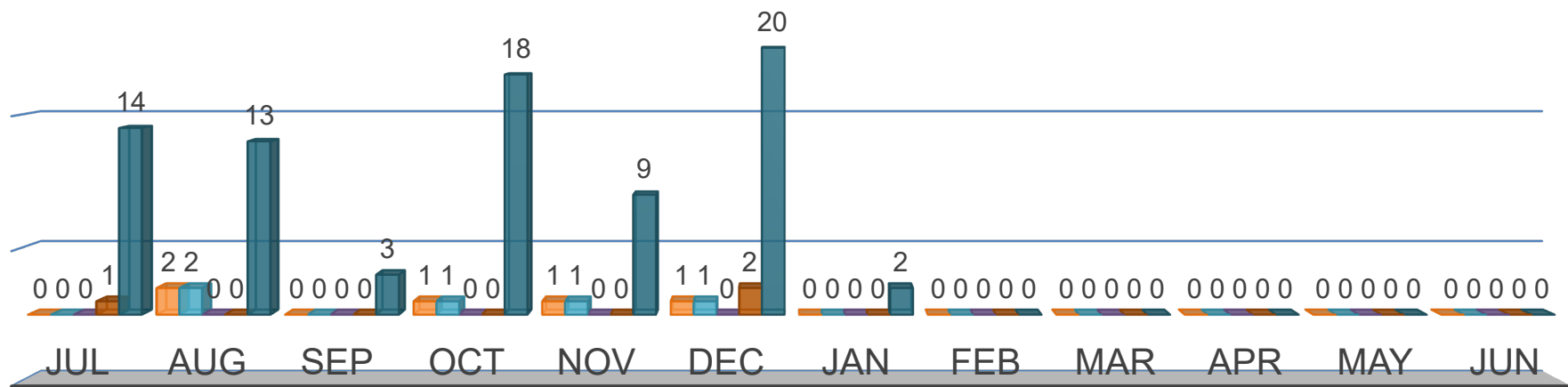
FY26  
LFP Annual Trend



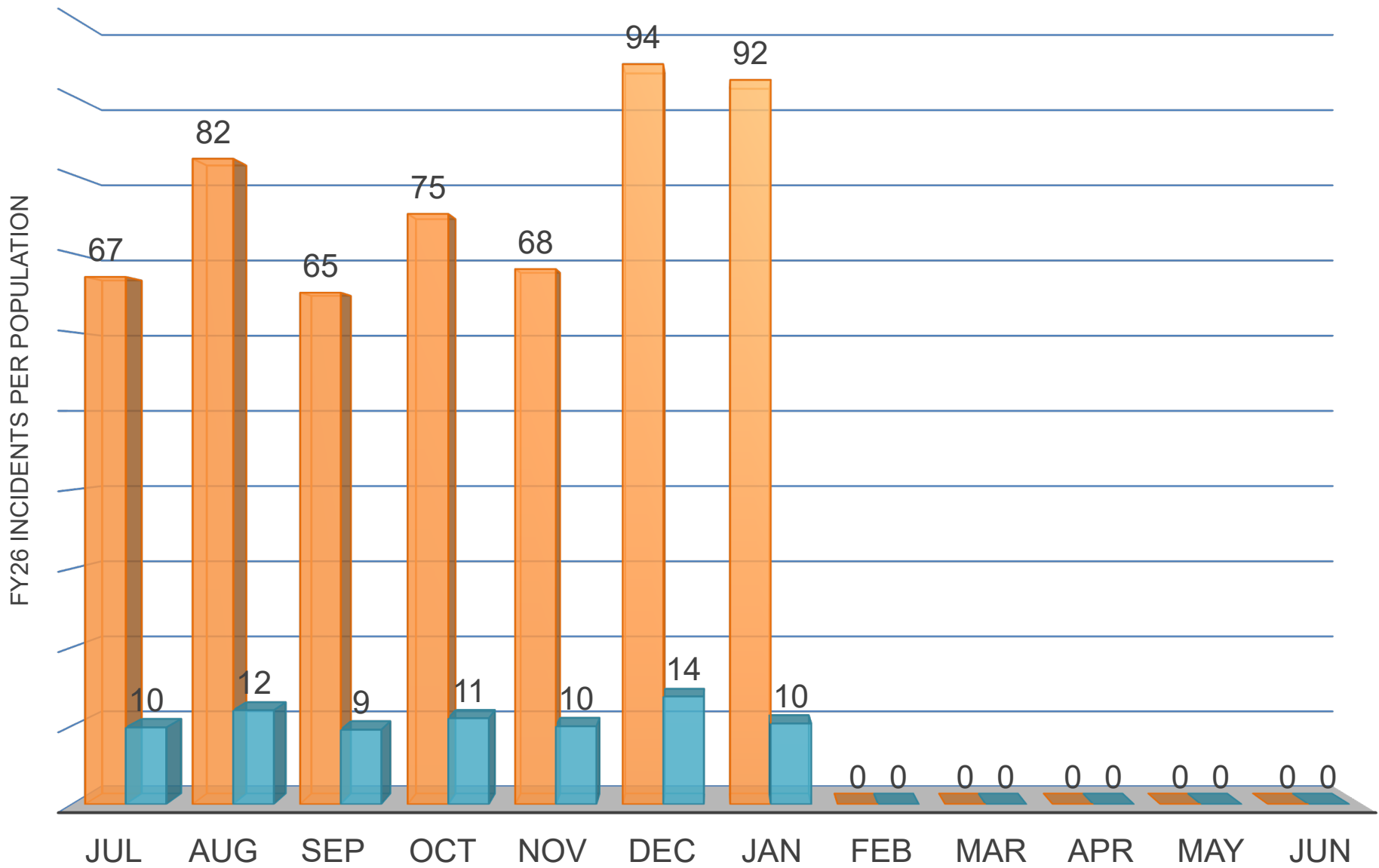
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Incidents FY26	67	82	65	75	68	94	92	0	0	0	0	0
Incidents FY25	83	79	87	75	81	82	78	74	74	54	66	61
Incidents FY24	93	69	68	69	78	87	84	71	82	83	75	90

INCIDENT TYPES	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total	YTD	Annual Trend
100 - All Fires	0	0	2	1	1	2	2	0	0	0	0	0	8	14	
200 - Explosion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
300 - EMS	60	70	54	57	56	78	80	0	0	0	0	0	455	780	
400 - Hazardous Conditions	0	2	0	4	0	1	1	0	0	0	0	0	8	14	
500 - Calls for Service	1	2	1	1	1	3	0	0	0	0	0	0	9	15	
600 - Good Intent	3	7	6	6	5	8	6	0	0	0	0	0	41	70	
700 - False Alarm/False Calls	3	1	2	5	5	2	3	0	0	0	0	0	21	36	
800 - Severe Weather	0	0	0	1	0	0	0	0	0	0	0	0	1	2	
900 - Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>Incidents FY26</b>	<b>67</b>	<b>82</b>	<b>65</b>	<b>75</b>	<b>68</b>	<b>94</b>	<b>92</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>543</b>	<b>931</b>	
Incidents FY25	83	79	87	75	81	82	78	74	74	54	66	61	894	934	
Incidents FY24	93	69	68	69	78	87	84	71	82	83	75	90	813	813	
Incidents Increase/Decrease	-16	3	-22	0	-13	12	14								
Percentage Increase/Decrease	19%	4%	25%	0%	16%	13%	15%								

FY26 INSPECTIONS & PERMITS



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Plan Reviews	0	2	0	1	1	1	0	0	0	0	0	0
Construction Permits	0	2	0	1	1	1	0	0	0	0	0	0
Construction Inspections	0	0	0	0	0	0	0	0	0	0	0	0
Special Event Inspections	1	0	0	0	0	2	0	0	0	0	0	0
Occupancy Inspections	14	13	3	18	9	20	2	0	0	0	0	0



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
■ Litchfield Park	67	82	65	75	68	94	92	0	0	0	0	0
■ Incidents per 1000 pop.	10	12	9	11	10	14	10	0	0	0	0	0

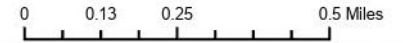
■ Litchfield Park    ■ Incidents per 1000 pop.



# Litchfield Park Incidents for January 2026



Date: 2/4/2026



**Legend**

**Incident Type**

- Fires (2)
- EMS (80)
- Hazmat (1)
- Good Intent (6)
- False Alarms (3)



**CITY COUNCIL  
COMMUNICATION**

**Reports Item VI.A.2  
Avondale Police Department**

**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:** Lt. Rios, APD  
**Through:** Matthew Williams, City Manager  
**Meeting Date:** 2/18/2026  
**Presenter:** Sgt. Emmett

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**RECOMMENDED MOTION:**

N/A

**BACKGROUND/DISCUSSION:**

N/A

**STAFF RECOMMENDATION:**

N/A

**FINANCIAL IMPACT:**

N/A

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**ATTACHMENTS:**

1. APD Monthly Report - January 2026



**LAW ENFORCEMENT REPORT  
JANUARY 2026  
PROVIDED BY THE AVONDALE POLICE  
DEPARTMENT**



This report documents the law enforcement service and activity within the City of Litchfield Park. The Avondale Police Department has a contractual agreement with Litchfield Park and provides their enforcement services. This report reflects the monthly activity along with a comparison of the previous months' activity. A call for service or law enforcement activity does not always generate a written document by the Police Department. This report provides a breakdown of the types of criminal activity within the City of Litchfield Park such as assaults, burglaries and thefts. Also included are the traffic citations issued, traffic accidents and subsequent drug and alcohol violations. The Uniform Crime Reporting procedure is being utilized which is the standard for crime reporting by the FBI. A brief synopsis is provided at the end of this which documents any significant or notable incidents which have occurred.

**CRIMINAL/TRAFFIC ACTIVITY**

<b>ACTIVITY TYPE</b>	<b>JAN 2026</b>	<b>FEB 2026</b>	<b>MAR 2026</b>	<b>APR 2026</b>	<b>MAY 2026</b>	<b>JUN 2026</b>
Homicide	0					
Aggravated Assault	0					
Assault	2					
Adult Abuse	0					
Child Crime	0					
Arson/Suspicious Fire	0					
Robbery	0					
Commercial Burglary	0					
Residential Burglary	1					
Vehicle Burglary	0					
Criminal Trespassing	3					
Theft	1					
Fraud	2					
Shoplifting	2					
Stolen Vehicle	0					
Disorderly Conduct	1					
Criminal Damage	4					
DUI	2					
Drug Offense	1					
Wanted Person Arrest	3					
Parking Problem	3					
Accidents	14					
Traffic Offenses (Traffic Stops)	365					
<b>Traffic Warnings*</b>	154					
<b>Citations Issued*</b>	211					
<b>Flock Alerts*</b>	1					
<b>Flock Contacts*</b>	0					

*\*Note: Traffic warnings are dispositions from traffic stops and can be verbal or written warnings. Citations are combined from vehicle accidents; traffic stops and parking problems. Traffic warnings, citations, traffic stops, parking problems and FLOCK information are for informational purposes and are not included in the number for "Total Calls Tracked" section.*



**LAW ENFORCEMENT REPORT  
JANUARY 2026  
PROVIDED BY THE AVONDALE  
POLICE DEPARTMENT**



**POLICE & COMMUNITY ASSIST ACTIVITY**

ACTIVITY TYPE	JAN 2026	FEB 2026	MAR 2026	APR 2026	MAY 2026	JUN 2026
Fight/Mutual Combat	0					
Citizen Dispute	5					
Family Fights	3					
Harassment/Stalking	1					
Threats/Threatening	3					
Found/Lost Property	3					
Trespassing Warnings	0					
Stolen Vehicle Recovery	0					
Stolen License Plate Recovery	0					
Recovered Stolen Property	0					
Animal Problem/Concern	0					
Juvenile Disturbance	4					
Runaway/Endangered Juvenile	1					
Missing/Endangered Person	0					
Recovered Person/Juvenile	0					
Noise Disturbance	1					
Suspicious Activity Person	12					
Suspicious Circumstance	23					
Suspicious Activity Vehicle	10					
Citizen Assist	32					
Abandoned Vehicle	1					
City Code Violation	2					
911 Hang Ups	1					
Commercial Alarms	9					
Residential Alarms	9					
School Zone Details	13					
Speed Zone Details	52					
Natural Death of Person	2					
Suicide	0					
Suicidal Person/Threats	0					
Unsecured Premises Checks	1					
Patrol Vacation Watch	1					
Welfare Checks	21					
Business Checks	98					
Fireworks	1					
Mental Issue	0					
Agency Assist	8					
<b>TOTAL CALLS TRACKED</b>	<b>720</b>					
<b>Community Contacts</b>	<b>9</b>					

**Flock information:**

**Alerts:**

During the month of January 2026, 1 valid Flock alert was received for the following activation type:

On 01/02/2025 at about 1253 hours officers received a Flock alert of a stolen vehicle entering at Bird Ln & Litchfield Rd and exiting at Wigwam Blvd & Indian School Rd at 1302 hours. Officers attempted to locate the vehicle in the area with negative results.

**Notable Incidents:**

**Disorderly Conduct (DR 26005410):**

On 01/04/2025 at about 0356 hours officers responded to the area of Old Litchfield Rd & Wigwam Blvd for a family fight. On scene officers developed probable cause to arrest an adult for disorderly conduct after they were found fighting and being disorderly at the location. The suspect was placed under arrest and booked into jail without incident.

**Wanted Person (DR 2600560)**

On 01/04/2025 at about 0845 hours officers conducted a traffic stop in the area of Litchfield Greens Blvd & Litchfield Rd. The driver was found to have an active arrest warrant. Once the warrant was confirmed the driver was arrested and booked into jail without incident.

**Wanted Person (DR 2600590):**

On 01/04/2025 at about 1337 hours officers were on routine patrol in the area of Estero Ln & Robles Dr when they observed a suspicious vehicle parked in the area with a person seated inside. Officers made consensual contact with the subject who was found to have an active arrest warrant. Once the warrant was confirmed the subject was arrested and booked into jail without incident.

**Criminal Damage (DR 2601174):**

On 01/07/2026 at about 1824 hours, officers responded to an Agency Assist call from the Goodyear Fire Department for assistance with traffic control at Rose Park at 580 W Village Parkway Litchfield Park, AZ. Investigation revealed an unknown person(s) lit a ground-based firework inside the restroom resulting in soot/smoke damage and damage to an air filter. No suspects, leads, witnesses, or video surveillance exist for this incident which was also reported to the City of Litchfield Park Public Works department.

**Traffic Offense/Warrant (DR 2601291):**

On 01/08/2026 at about 1252 hours officers were conducting speed enforcement in the area of Denny Blvd & Camelback Rd when they stopped a vehicle for a traffic offense. The

driver was found to have an active arrest warrant as well as driving on a suspended driver's license. The driver was placed under arrest and booked into jail without incident.

**DUI (DR 2601354):**

On 01/08/2026 at about 2112 hours officers responded to the area of Litchfield Rd & Camelback Rd for a suspicious vehicle. Officers made contact with the driver and observed signs of impairment. During a DUI investigation officers developed probable cause to arrest the driver who was transported to the Avondale City Jail and processed for DUI.

**Wanted Person (DR 26018033):**

On 1/11/1016 at about 1123 hours officers conducted a traffic stop in the area of Village Pkwy & Garnett Cir for a traffic violation. The driver was found to have an active arrest warrant. Once the warrant was confirmed, the driver was placed under arrest and transported to jail without incident.

**Missing/RAJ (DR 2602642):**

On 01/15/2026 at about 0613 hours, officers responded to the area of Azure Ln & Vineyard Ln for a Missing/RAJ in which a 17 year old juvenile ran away from home without permission. The juvenile has since been located.

**Death Investigation (DR 2602697):**

On 01/16/2026 at about 0100 hours officers responded to the area of Desert Stream Way & Clear Creek Dr for a death investigation. An elderly male with multiple medical ailments was found deceased in his residence by his wife. A primary care physician agreed to sign the death certificate. No signs of foul play were reported or observed and officers remained on-scene to assist the family with mortuary services.

**Traffic Offense/Wanted Person (DR 2602941):**

On 01/17/2026 at about 0741 hours officers conducted a traffic stop in the area of Litchfield Rd & Camelback Rd. Both the driver and the passenger were found to have active arrest warrants. Once the warrants were confirmed, both subjects were placed under arrest and booked into jail without incident.

**Drugs/Narc (DR 2603471):**

On 01/20/2026 at about 0930 hours, officers responded to the area of Old Litchfield Rd & Desert Ave to serve a Mental Health Petition. While searching the subject prior to transport to the mental health facility, dangerous drugs were found on his possession. The drugs were sent to the DPS Crime Lab for analysis. The subject was then transported to the mental health facility where he was admitted and charges for dangerous drug possession are pending DPS analysis.

**Criminal Damage DV (DR2603962):**

On 1/22/2026 at about 1859 hours officers responded to the area of Wigwam Blvd & Neolin Ave for a family fight. Officers learned there was a verbal altercation when the suspect became upset and threw a stool into a vanity breaking both the stool and vanity. The suspect was placed under arrest for Criminal Damage DV and booked into jail without incident.

**DUI/Accident (DR 2604233):**

On 01/24/2026 at about 0130 hours, a vehicle was travelling southbound on Litchfield Rd from Camelback Rd at a high rate of speed, when they lost control and collided with the cinderblock wall on the southeast corner of Litchfield Rd and Bird Ln, causing damage to the wall. The driver was transported to Abrazo with non-life threatening injuries was processed for DUI. City of Litchfield Park Risk Management was notified.

**Death Investigation (DR 2605352):**

On 01/30/2026 at about 0546 hours, officers responded to the area of Cascada Rd & Villa Nueva Dr for a welfare check on an elderly subject who had not been seen or contacted by family for several days. Officers found the subject deceased inside the residence. No signs of foul play were reported or observed. The Officer of the Medical Examiner declined jurisdiction and officers assisted family with mortuary services.



**CITY COUNCIL  
COMMUNICATION**

**Reports Item VI.B  
Staff Monthly Reports**

**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:**  
**Through:** Matthew Williams, City Manager  
**Meeting Date:** 2/18/2026  
**Presenter:**

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**RECOMMENDED MOTION:**

**BACKGROUND/DISCUSSION:**

**STAFF RECOMMENDATION:**

**FINANCIAL IMPACT:**

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**ATTACHMENTS:**



**CITY COUNCIL  
COMMUNICATION**

**Reports Item VI.B.1  
Finance Monthly Report**

**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:** Paige Peterson, Asst. City Manager/Director of Finance  
**Through:** Matthew Williams, City Manager  
**Meeting Date:** 2/18/2026  
**Presenter:** Paige Peterson, Asst. City Mgr/Finance Director

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**RECOMMENDED MOTION:**

N/A

**BACKGROUND/DISCUSSION:**

N/A

**STAFF RECOMMENDATION:**

N/A

**FINANCIAL IMPACT:**

N/A

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**ATTACHMENTS:**

1. January 2026 Financial Report Memo
2. January 2026 Sales Tax Report
3. January 2026 Finance Report
4. Capital Improvement Plan

**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:** Paige Peterson, Assistant City Manager / Director of Finance  
**Through:** Matthew Williams, City Manager  
**Meeting Date:** 2/18/2026  
**Subject:** Financial Report – Fiscal Year 2026 through January

### **Financial Report**

This financial report is a preliminary summary of Fiscal Year 2026 (July 1, 2025 through January 31, 2026). 59% of the fiscal year has elapsed so that will be used as a benchmark to compare revenues and expenses to budget estimates.

Supporting schedules are attached.

### **General Fund**

In summary, the net operating result of the general fund is \$1,594,527. Revenue received through January totaled \$9,738,248, which is 61% of the budget estimate of \$15,967,692. Operating expenditures in the General Fund totaled \$8,143,721, which is 57% of the budget estimate of \$14,284,958.

Taxes received (net of construction sales tax) are \$6,610,975 which is 59% of the budget estimate. Sales tax received (net of construction sales tax) is up 1% from last fiscal year. Notable categories compared to last fiscal year at this time include: retail up 1%, online retail up 2%, restaurant and bars up 7%, utilities down 9%, rentals down 32% (the residential rental tax ended in January 2025 so this was expected) and the remaining categories are up 6%.

Other notable revenues include State Shared revenues of \$1,645,169 which is 60% of budget estimates; Recreation Services revenues of \$200,306 which is 37% of budget estimates; and Special Events of \$127,066 which is 35% of budget estimates. Special Event revenue will increase as the year progresses, and we host more events.

Investment earnings were \$659,732 which is 82% of the budget estimate. As of January 31, 2026, there was \$26,611,483 invested with the State's Local Government Investment Pool. The investment performance for the past three months is 3.96% and 4.23% for the past 12 months.

The \$6.2M in bond investments earned \$130,144 this fiscal year through January.

Overall, general fund departments are at 57% of the total operating expense budget of \$14,284,958. Some departments are over 59%, but there are larger one-time expenses. Staff will continue to monitor department expenditures.

Construction Sales Tax received through January 2026 is \$883,351 which is 31% of the budget estimate of \$2,850,600. The city has invested \$2,384,522 in city capital projects including the Luchana Wall, Camelback Park parking lot, City Wall improvements, the library and other various projects.

The City received \$905,128 for the sale of Parcels 1 and 2 and \$75,000 for the storm water fee.

The beginning fund balance is \$31,208,871. The General Fund balance increased by \$1,073,483 since July 1, bringing the total fund balance to \$32,282,354 as of January 31, 2026. The following amounts are restricted by the Council's fund balance policy: \$7,140,000 minimum fund balance, \$1,711,044 one year of debt payments, \$1,000,000 for TPT refunds/corrections. An additional \$12,800,746 is reserved for specific capital projects: La Loma Restoration: \$3,372,000, Litchfield Park Library: \$3,927,184, Brinton Roundabout: \$1,800,000, Litchfield Road Underpass design and engineering: \$201,562, Camelback Road improvements: \$3,500,000. The remaining unassigned fund balance is \$9,630,564 which is available to use for one-time capital projects.

### **Recreation Services and Special Events Cost Recovery**

Recreation services revenue through January is \$200,306 and expenditures are \$523,865 that resulted in a 38% cost recovery. There are more expenditures than revenues during the first few months of the year, but this should smooth out as the year progresses.

Special Events revenue through January is \$127,066 and expenditures are \$246,808 that resulted in a 51% cost recovery. Revenues will increase as the year progresses.

### **Special Revenue Funds**

The Highway Users Revenue (HURF) through January is \$309,831 which is 56% of the budget estimate of \$551,229. Interest earnings through January are \$22,130. Work on the Brinton Roundabout began and we spent \$137,854 through January. The HURF fund has \$1,268,644 remaining in accumulated fund balance as of January 31, 2026.

Street Light District (SLID) assessment revenues posted through January are \$164,743 and expenditures are \$144,917. Fiscal Year 2026 assessments are collected in conjunction with the Maricopa County Treasurer's property tax bill which is due January 1 and March 1. The beginning

fund balance is -\$45,245 and the fund balance as of January 31 is -\$25,419. The negative beginning fund balance is due to the Qasimyar settlement payments; Fiscal Year 2026 tax collections will make up the deficit.

The Court Enhancement beginning fund balance is \$65,393. There is \$19,000 budgeted in this fund for court operations. Revenue received is \$3,837 bringing the fund balance to \$69,230. The fund cannot drop below \$50,000 per city code.

**Fund Balance Summary and Reserve balance**

The total *estimated* Citywide fund balance as of January 31, 2026, is \$33.6 million. Of that, \$1.3 million is restricted for HURF, SLIDs, and Court Enhancement. This leaves a balance of \$32.3M in the general fund with a restricted minimum fund balance of \$7.1M, one year debt service payments of \$1.7M, \$1M for TPT refunds/corrections, and \$12.8M reserved for specific capital projects. The remaining unassigned fund balance is \$9.6M.

The fund balance and reserve details are indicated on the table below:

City of Litchfield Park			
Fund Balance Summary - Unaudited Budgetary Basis			
For the Month Ended January 2026 - 59% of the fiscal year has elapsed			
FY26 Year to Date	General Fund	Special Revenue	Total
Fund Balance 7/1/25	\$ 31,208,871	1,094,685	\$ 32,303,556
Operating Result	1,594,527	217,770	1,812,297
One-time Revenue Over Capital Uses	(521,044)	-	(521,044)
Ending Balance	<u>\$ 32,282,354</u>	<u>\$ 1,312,455</u>	<u>\$ 33,594,809</u>
<b>Ending Fund Balance Detail</b>			
Minimum Balance (15%)	\$ 2,140,000		
Stabilization Reserve (35%)	5,000,000		
One Year Debt Service Payments	1,711,044		
TPT Refunds/Corrections	1,000,000		
Unassigned Fund Balance	22,431,310		
<b>Total General Fund Balance</b>	<u>\$ 32,282,354</u>		
<b>Future Committed Projects/Events that impact Fund Balance</b>			
Unassigned Fund Balance	\$ 22,431,310		
La Loma Restoration	\$ (3,372,000)		
Litchfield Park Library	\$ (3,927,184)		
Brinton Roundabout (\$1M HURF, \$1.8M GF=\$2.8M total)	\$ (1,800,000)		
Litchfield Road Underpass Design & Engineering	\$ (201,562)		
Camelback Rd Improvements (MC contribution)	\$ (3,500,000)		
<b>Remaining Unassigned Fund Balance</b>	<u>\$ 9,630,564</u>		

*City CIP Projects in excess of one-time construction sales tax revenues will impact fund balance*

**Number of Months of General Fund Operating Expenditures with Remaining Fund Balance**

Total Ending Balance	8.1
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Fund balance should be evaluated within the context of long-term forecasting to avoid placing too much emphasis upon the level of unrestricted fund balance in the general fund at any one time.

**Attachments:**

January 2026 Sales Tax

January 2026 Finance Report

Capital Improvement Plan

### Tax Revenue Summary

January 2026

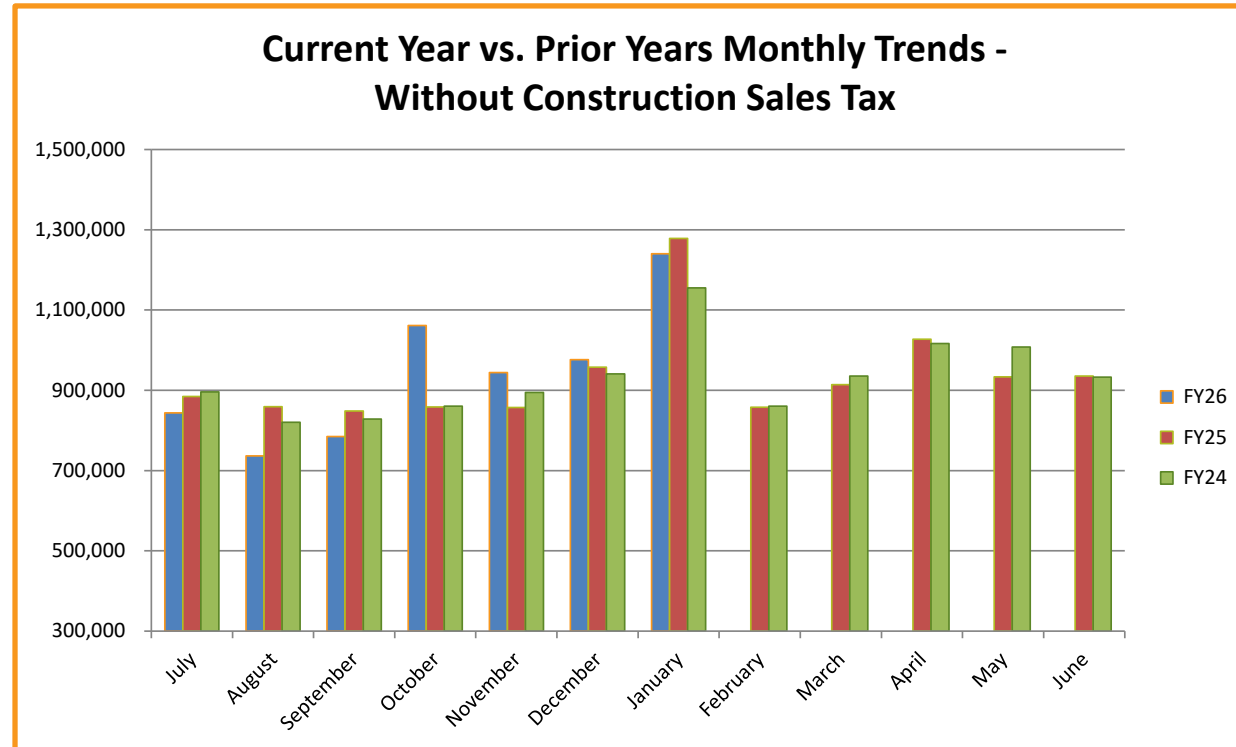
#### PRIVILEGE AND USE TAX BY CATEGORY

Reporting Category	January					Fiscal Year to Date				
	2024	2025	2026	% Change 2025/2026	% of Total 2026	FY24	FY25	FY26	% Change from FY25/26	% of Total FY26
Retail Sales	\$ 682,742	\$ 728,574	\$ 730,884	0%	49%	\$ 3,283,630	\$ 3,317,294	\$ 3,353,437	1%	45%
Online Sales	91,293	132,620	107,831	-19%	7%	641,541	626,841	638,485	2%	9%
Restaurant & Bars	139,846	129,346	138,240	7%	9%	839,208	812,866	870,086	7%	12%
Utilities	39,986	32,508	35,773	10%	2%	489,409	455,747	416,068	-9%	6%
Rentals (Comm & Res)	73,100	54,729	26,231	-52%	2%	299,450	274,741	187,323	-32%	3%
Other	127,956	200,598	201,629	1%	13%	842,369	1,055,369	1,122,851	6%	15%
<b>Subtotal</b>	<b>1,154,923</b>	<b>1,278,375</b>	<b>1,240,588</b>	<b>-3%</b>	<b>82%</b>	<b>6,395,606</b>	<b>6,542,858</b>	<b>6,588,250</b>	<b>1%</b>	<b>88%</b>
Construction	25,747	177,139	264,608	49%	18%	439,802	751,163	883,351	18%	12%
<b>Total</b>	<b>\$ 1,180,670</b>	<b>\$ 1,455,514</b>	<b>\$ 1,505,196</b>	<b>3%</b>	<b>100%</b>	<b>\$ 6,835,408</b>	<b>\$ 7,294,021</b>	<b>\$ 7,471,601</b>	<b>2%</b>	<b>100%</b>

#### PRIVILEGE AND USE TAX TOTAL - BY MONTH AND FISCAL YEAR

	FY23	FY24	FY25	3 Year		FY26	Amount		% Change	
				3 Year Average	Average % of Total		Over(Under) Prior FY	% Change from FY25	3 Year Average	
July	\$ 1,012,494	\$ 992,766	\$ 955,818	\$ 987,026	8.2%	\$ 913,102	\$ (42,716)	-4%	-7%	
August	803,330	928,467	1,012,873	914,890	7.6%	816,468	(196,405)	-19%	-11%	
September	817,527	918,901	1,002,898	913,109	7.6%	951,215	(51,683)	-5%	4%	
October	921,900	919,733	954,388	932,007	7.7%	1,120,495	166,107	17%	20%	
November	856,639	931,850	947,376	911,955	7.6%	1,074,563	127,187	13%	18%	
December	943,870	963,022	965,154	957,349	7.9%	1,090,562	125,408	13%	14%	
January	1,330,787	1,180,670	1,455,514	1,322,324	11.0%	1,505,196	49,682	3%	14%	
February										
March										
April										
May										
June										
<b>YTD Totals</b>	<b>\$ 6,686,547</b>	<b>\$ 6,835,409</b>	<b>\$ 7,294,021</b>	<b>\$ 6,938,659</b>		<b>\$ 7,471,601</b>	<b>\$ 177,580</b>	<b>2%</b>	<b>8%</b>	
<b>Actual Total</b>	<b>\$ 11,908,367</b>	<b>\$ 11,880,793</b>	<b>\$ 12,359,878</b>	<b>\$ 12,049,679</b>						
<b>Percent of FY Elapsed</b>	<b>58%</b>	<b>58%</b>	<b>58%</b>	<b>58%</b>						
<b>YTD Percent of Total</b>	<b>56%</b>	<b>58%</b>	<b>59%</b>	<b>58%</b>						

TREND ANALYSIS



**City of Litchfield Park**  
**General Fund - Unaudited Budgetary Basis**  
**Summary of Revenues and Expenditures**  
**For the Month Ended January 2026 - 59% of the fiscal year has elapsed**

Revenue	FY26		% of Budget
	Actual	Budget	
Local Taxes	\$ 6,610,975	\$ 11,128,000	59%
State Shared Revenue	1,645,169	2,738,122	60%
Licenses and Permits	380,086	238,000	160%
Recreation Charges for Services	200,306	541,700	37%
Special Events Revenue	127,066	367,500	35%
Fines	24,075	30,000	80%
Interest Income	659,732	800,000	82%
Community Services	-	24,370	0%
Miscellaneous	90,838	100,000	91%
<b>Total Revenue</b>	<b>\$ 9,738,248</b>	<b>\$ 15,967,692</b>	<b>61%</b>

**Operating Expenditures by Department**

City Manager	\$ 386,235	\$ 607,654	64%
Council & Commission	63,095	78,600	80%
City Clerk	200,135	342,700	58%
City Attorney	33,572	150,000	22%
Budget & Finance	281,017	463,804	61%
Information Technology	147,486	264,929	56%
Communications	90,991	171,344	53%
Human Resources	261,066	421,667	62%
Building Safety	117,452	205,866	57%
Code Enforcement	64,973	121,074	54%
Planning Services	159,832	298,654	54%
Engineering Services	202,173	453,886	45%
Magistrate Court	78,466	197,500	40%
Public Safety	1,719,922	2,902,404	59%
Public Works	2,472,538	4,213,486	59%
Recreation Services	523,865	1,077,290	49%
Community Services	95,985	194,367	49%
Special Events	246,809	408,689	60%
Debt Service	184,567	316,400	58%
Debt Service - LS Series 2021 Bonds	293,121	502,494	58%
Debt Service - LS Series 2023 Bonds	520,421	892,150	58%
<b>Total</b>	<b>\$ 8,143,721</b>	<b>\$ 14,284,958</b>	<b>57%</b>

**Net General Fund Operations**      \$ 1,594,527      \$ 1,682,734

**One time sources (uses)**

Construction Sales Tax	\$ 883,351	\$ 2,850,600	31%
Bond Proceeds	\$ -	\$ 12,500,000	
Land Sales & Storm Water Fee	\$ 980,128		
Capital Expenditures	(2,384,522)	(32,413,700)	7%
<b>Total One-time sources (uses)</b>	<b>\$ (521,044)</b>	<b>\$ (17,063,100)</b>	

**Ending Balance**

Net Change in Fund Balance	\$ 1,073,483	\$ (15,380,366)
Fund Balance - Beginning	31,208,871	29,098,467
<b>Fund Balance - Ending</b>	<b>\$ 32,282,354</b>	<b>\$ 13,718,101</b>

**Recreation Services**  
**Cost Center Trend Analysis**  
**For the Month Ended January 2026 - 59% of the fiscal year has elapsed**

	FY25 <u>Thru January</u>	FY25 <u>Total</u>	% Thru <u>January</u>	FY26 <u>Thru January</u>	FY26 <u>Budget</u>	% of FY26 <u>Budget</u>
<b>RECREATION SERVICES</b>						
<b>Recreation Center</b>						
Revenue	\$ 28,754	\$ 61,484	47%	\$ 14,250	\$ 54,100	26%
Expenditures	183,093	306,198	60%	170,094	354,208	48%
Net Revenue Over (Under)	<u>\$ (154,339)</u>	<u>\$ (244,713)</u>		<u>\$ (155,844)</u>	<u>\$ (300,108)</u>	
<i>% Cost Recovery</i>	16%	20%		8%	15%	
<b>Preschool</b>						
Revenue	\$ 82,879	\$ 141,782	58%	\$ 58,159	\$ 127,500	46%
Expenditures	61,520	118,981	52%	65,751	156,466	42%
Net Revenue Over (Under)	<u>\$ 21,359</u>	<u>\$ 22,800</u>		<u>\$ (7,593)</u>	<u>\$ (28,966)</u>	
<i>% Cost Recovery</i>	135%	119%		88%	81%	
<b>Aquatics</b>						
Revenue	\$ 50,515	\$ 122,588	41%	\$ 41,943	\$ 127,800	33%
Expenditures	124,567	253,973	49%	137,078	254,086	54%
Net Revenue Over (Under)	<u>\$ (74,052)</u>	<u>\$ (131,385)</u>		<u>\$ (95,135)</u>	<u>\$ (126,286)</u>	
<i>% Cost Recovery</i>	41%	48%		31%	50%	
<b>Sports</b>						
Revenue	\$ 141,017	\$ 244,877	58%	\$ 85,954	\$ 232,300	37%
Expenditures	142,793	252,721	57%	150,942	312,530	48%
Net Revenue Over (Under)	<u>\$ (1,776)</u>	<u>\$ (7,845)</u>		<u>\$ (64,988)</u>	<u>\$ (80,230)</u>	
<i>% Cost Recovery</i>	99%	97%		57%	74%	
<b>TOTAL RECREATION SERVICES</b>						
Revenue	\$ 303,165	\$ 570,731	53%	\$ 200,306	\$ 541,700	37%
Expenditures	511,973	931,874	55%	523,865	1,077,290	49%
Net Revenue Over (Under)	<u>\$ (208,808)</u>	<u>\$ (361,143)</u>		<u>\$ (323,559)</u>	<u>\$ (535,590)</u>	
<i>% Cost Recovery</i>	59%	61%		38%	50%	
<b>SPECIAL EVENTS</b>						
Revenue	\$ 250,237	\$ 411,868	61%	\$ 127,066	\$ 367,500	35%
Expenditures	\$ 273,601	\$ 407,860	67%	\$ 246,808	\$ 408,689	60%
Net Revenue Over (Under)	<u>\$ (23,364)</u>	<u>\$ 4,009</u>		<u>\$ (119,742)</u>	<u>\$ (41,189)</u>	
<i>% Cost Recovery</i>	91%	101%		51%	90%	

Special Events Detail	FY25			FY26		% of FY26
	Thru January	Total		Thru January	Budget	
<b>Fall Arts in the Park</b>						
Revenue	\$ 94,114	\$ 94,186	100%	\$ 77,109	\$ 95,000	81%
Expenditures	65,966	67,421	98%	65,652	65,000	101%
Net Revenue Over (Under)	<u>\$ 28,148</u>	<u>\$ 26,765</u>		<u>\$ 11,456</u>	<u>\$ 30,000</u>	
<b>Christmas in the Park</b>						
Revenue	\$ 19,389	\$ 19,389	100%	\$ 19,457	\$ 19,500	100%
Expenditures	24,907	27,658	90%	25,930	30,000	86%
Net Revenue Over (Under)	<u>\$ (5,519)</u>	<u>\$ (8,269)</u>		<u>\$ (6,472)</u>	<u>\$ (10,500)</u>	
<b>Native American Arts Festival</b>						
Revenue	\$ 39,199	\$ 54,199	72%	\$ 9,618	\$ 45,000	21%
Expenditures	67,195	68,177	99%	52,627	65,000	81%
Net Revenue Over (Under)	<u>\$ (27,996)</u>	<u>\$ (13,978)</u>		<u>\$ (43,009)</u>	<u>\$ (20,000)</u>	
<b>Trout Derby</b>						
Revenue	\$ 7,058	\$ 7,888	89%	\$ 4,787	\$ 10,000	48%
Expenditures	2,336	2,336	100%	664	2,500	27%
Net Revenue Over (Under)	<u>\$ 4,722</u>	<u>\$ 5,552</u>		<u>\$ 4,124</u>	<u>\$ 7,500</u>	
<b>Spring Art Festival</b>						
Revenue	\$ 32,927	\$ 89,362	37%	\$ 10,845	\$ 97,000	11%
Expenditures	15,855	71,622	22%	9,456	67,000	14%
Net Revenue Over (Under)	<u>\$ 17,072</u>	<u>\$ 17,739</u>		<u>\$ 1,389</u>	<u>\$ 30,000</u>	
<b>Arts in the Park Concerts</b>						
Revenue	\$ 8,000	\$ 12,000	67%	\$ 4,250	\$ 15,000	28%
Expenditures	8,466	12,211	69%	3,739	12,000	31%
Net Revenue Over (Under)	<u>\$ (466)</u>	<u>\$ (211)</u>		<u>\$ 511</u>	<u>\$ 3,000</u>	
<b>Movie Event</b>						
Revenue	\$ -	\$ -		\$ 1,000	\$ 5,000	20%
Expenditures	1,617	3,198	51%	343	4,000	9%
Net Revenue Over (Under)	<u>\$ (1,617)</u>	<u>\$ (3,198)</u>		<u>\$ 657</u>	<u>\$ 1,000</u>	
<b>4th of July</b>						
Revenue	\$ -	\$ -		\$ -	\$ -	
Expenditures	-	-		-	10,000	0%
Net Revenue Over (Under)	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	<u>\$ (10,000)</u>	

**City of Litchfield Park**  
**Special Revenue Funds - Unaudited Budgetary Basis**  
**Highway User Revenue Fund, Street Light Districts, Court Enhancement Fee**  
**Summary of Revenues and Expenditures**  
**For the Month Ended January 2026 - 59% of the fiscal year has elapsed**

	FY26	FY26	
	Actual	Budget	% of Budget
<b>HIGHWAY USER REVENUE</b>			
Annual HURF Distribution	\$ 309,831	\$ 551,229	56%
Interest Income	22,130	10,000	221%
<b>Total HURF Revenue</b>	<b>\$ 331,961</b>	<b>\$ 561,229</b>	<b>59%</b>
<b>Expenditures</b>			
Streets Maintenance Expenditures	\$ -	\$ 30,000	0%
Streets Capital Projects	-	500,000	0%
Brinton Roundabout	137,854	1,000,000	
<b>Total HURF Expenditures</b>	<b>\$ 137,854</b>	<b>\$ 1,530,000</b>	
<b>Ending Balance</b>			
Net Change in Fund Balance	\$ 194,107	\$ (968,771)	
Fund Balance - Beginning	1,074,537	1,058,484	
<b>Fund Balance - Ending</b>	<b>\$ 1,268,644</b>	<b>\$ 89,713</b>	
<b>SLID Assessment Revenue</b>			
SLID Assessment Revenue	\$ 164,743	\$ 314,281	52%
SLID Electricity Expenditures	144,917	257,976	56%
Net Change in Fund Balance	<b>\$ 19,826</b>	<b>\$ 56,305</b>	
<b>Ending Balance</b>			
Fund Balance - Beginning	\$ (45,245)	\$ (43,407)	
<b>Fund Balance - Ending</b>	<b>\$ (25,419)</b>	<b>\$ 12,898</b>	
<b>COURT ENHANCEMENT FEE</b>			
Fee Revenue & Interest Earnings	\$ 3,837	\$ 4,565	84%
Transfers Out	-	-	
<b>Total Court Enhancement Revenue</b>	<b>3,837</b>	<b>4,565</b>	
<b>Magistrate Court Operating Exp.</b>			
Magistrate Court Operating Exp.	-	19,000	0%
<b>Total Court Enhancement Revenue</b>	<b>-</b>	<b>19,000</b>	
<b>Net Change in Fund Balance</b>			
Net Change in Fund Balance	<b>\$ 3,837</b>	<b>\$ (14,435)</b>	
<b>Ending Balance</b>			
Fund Balance - Beginning	\$ 65,393	\$ 64,740	
<b>Fund Balance - Ending</b>	<b>\$ 69,230</b>	<b>\$ 50,305</b>	

**City of Litchfield Park**  
**Fund Balance Summary - Unaudited Budgetary Basis**  
**For the Month Ended January 2026 - 59% of the fiscal year has elapsed**

<b>FY26 Year to Date</b>	<b>General Fund</b>	<b>Special Revenue</b>	<b>Total</b>
Fund Balance 7/1/25	\$ 31,208,871	1,094,685	\$ 32,303,556
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<b>Ending Balance</b>	<b>\$ 32,282,354</b>	<b>\$ 1,312,455</b>	<b>\$ 33,594,809</b>

**Ending Fund Balance Detail**

Minimum Balance (15%)	\$ 2,140,000
Stabilization Reserve (35%)	5,000,000
One Year Debt Service Payments	1,711,044
TPT Refunds/Corrections	1,000,000
Unassigned Fund Balance	22,431,310
<b>Total General Fund Balance</b>	<b>\$ 32,282,354</b>

**Future Committed Projects/Events that impact Fund Balance**

Unassigned Fund Balance	\$ 22,431,310
La Loma Restoration	\$ (3,372,000)
Litchfield Park Library	\$ (3,927,184)
Brinton Roundabout (\$1M HURF, \$1.8M GF=\$2.8M total)	\$ (1,800,000)
Litchfield Road Underpass Design & Engineering	\$ (201,562)
Camelback Rd Improvements (MC contribution)	\$ (3,500,000)
<b>Remaining Unassigned Fund Balance</b>	<b>\$ 9,630,564</b>

*City CIP Projects in excess of one-time construction sales tax revenues will impact fund balance*

**Number of Months of General Fund Operating Expenditures with Remaining Fund Balance**

Total Ending Balance	8.1
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FY2026-2031 City of Litchfield Park Capital Improvement Plan

		FY26 Budget	FY26	Council	FY27	FY28	FY29	FY30	FY31	Total 6 Year
		7/1/25-6/30/26	PROJECTED	Action	7/1/26-6/30/27	7/1/27-6/30/28	7/1/28-6/30/29	7/1/29-6/30/30	7/1/30-6/30/31	Budget Plan
<b>ROAD PROJECTS</b>										
Phase I - #1	Brinton Roundabout - Must be completed by August 2026 (\$1M HURF)	\$ 2,200,000	\$ 2,800,000	CC approved 11/20/2024 D&E \$200K. Construction up to \$2.6M	\$ -	\$ -	\$ -	\$ -		\$ 2,200,000
Phase I - #2	Litchfield Road Underpass - Completion date TBD	1,200,000	1,200,000	CC approved 04/16/2025 D&E \$258K	-	-	-	-		\$ 1,200,000
Phase I - #3	Litchfield, Missouri Signal (cost recovery ordinance applies)	1,000,000	1,000,000	Design was less than \$50K	-	-	-	-		\$ 1,000,000
Phase I - #4	Sun Health/Camelback Road West Roundabout	2,200,000	220,000	Rec'd CC Staff Direction 02/19/2025 WSS discussed; not finding a vote on it; will keep looking	1,980,000	-	-	-		\$ 4,180,000
Phase II - #1	Camelback Road West, Half Street Improvements and Pathways	4,400,000	440,000	Needs CC approval	3,960,000	-	-	-		\$ 8,360,000
Phase II - #2	Camelback Road East, Pathway and Lighting	605,000	60,500	Needs CC approval	544,500	-	-	-		\$ 1,149,500
Phase II - #3	Litchfield Road Pathway and Curbs	605,000	-	Needs CC approval	605,000	-	-	-		\$ 1,210,000
Phase III - #1	Camelback, Village Parkway Signal	1,000,000	100,000	Needs CC approval	900,000	-	-	-		\$ 1,900,000
Phase III - #2	Camelback, Villa Nueva Signal/Roundabout	2,200,000	220,000	Needs CC approval	1,980,000	-	-	-		\$ 4,180,000
NEW	Litchfield Road / Denny Signal (cost recovery ordinance applies)	-	1,000,000	Needs CC approval	-	-	-	-		\$ -
NEW	Camelback Underpass	-	-	Needs CC approval	1,200,000	-	-	-		\$ 1,200,000
<b>3.7% Inflation Annual Adjustment</b>			-		44,400	-	-	-		\$ 44,400
<b>ROAD PROJECTS</b>		<b>15,410,000</b>	<b>7,040,500</b>		<b>11,213,900</b>	-	-	-		<b>\$ 26,623,900</b>
		FY26 Budget	FY26	Council	FY27	FY28	FY29	FY30	FY31	Total 6 Year
		7/1/25-6/30/26	PROJECTED	Action	7/1/26-6/30/27	7/1/27-6/30/28	7/1/28-6/30/29	7/1/29-6/30/30	7/1/30-6/30/31	Budget Plan
<b>COMMITTED PROJECTS</b>										
1	Hilltop Restoration Phase I - Utilities, desertscape, greenscape, parking, pathways, access, bandstand restoration, restroom, Public Works Yard	3,650,000	3,650,000	CC approved \$1.1M. CC approved \$2.5M on 1/21/26 CC meeting	-	-	-	-		\$ 3,650,000
2	Library Construction	3,500,000	3,694,939	CC approved 12/13/2024						\$ 3,500,000
3	Library Tenant Improvements	1,000,000	1,000,000	CC approved 12/13/2024						\$ 1,000,000
<b>3.7% Inflation Adjustment Annually</b>					-	-	-	-		\$ -
<b>TOTAL COMMITTED OTHER PROJECTS</b>		<b>8,150,000</b>	<b>8,344,939</b>		-	-	-	-		<b>\$ 8,150,000</b>
<b>REQUIRED PROJECTS</b>										
1	Camelback Park View Fence Construction	2,000,000	2,000,000	CC approved D&E						\$ 2,000,000
2	Camelback Park Parking (wasn't included in FY26 budget as we thought project would be done in FY25) and playground curbing	-	520,000	CC approved \$520K 05/21/2025 additional funding 09/17/2025						\$ -
3	City Hall Updates - Office Reconfiguration - Storage	75,000	75,000	Projects < than \$50K						\$ 75,000
4	Citywide Road Program (General Fund)	300,000	300,000	CC approved \$70K 1/21/26 CC meeting	300,000	300,000	300,000	300,000	300,000	\$ 1,800,000
5	Citywide Road Program (HURF)	530,000	530,000	CC approved \$530K 1/21/26 CC meeting	550,000	555,000	560,000	565,000	570,000	\$ 3,330,000
6	IT Equipment and/or Software	125,000	125,000	Projects < than \$50K	100,000	100,000	75,000	75,000	75,000	\$ 550,000
7	Jackie Robinson Drainage Improvements (pipe is already there)	80,000	80,000	Needs CC approval						\$ 80,000
8	Luchana and Perimeter Wall (added wall repair, additional safety screen at playground, ADA sidewalk extension and ramp, replace buckled sidewalk)	185,000	428,000	CC approved \$428K						\$ 185,000
9	Perimeter Wall Repairs	75,000	75,000	Projects < than \$50K						\$ 75,000

**FY2026-2031 City of Litchfield Park Capital Improvement Plan**

	FY26 Budget 7/1/25-6/30/26	FY26 PROJECTED	Council Action	FY27 7/1/26-6/30/27	FY28 7/1/27-6/30/28	FY29 7/1/28-6/30/29	FY30 7/1/29-6/30/30	FY31 7/1/30-6/30/31	Total 6 Year Budget Plan
10 Playground shade structure	70,000	75,715	CC approved 06/18/2025						\$ 70,000
11 Public Works Equipment and Vehicles	200,000	200,000	CC approved vehicle	200,000	200,000	200,000	200,000	200,000	\$ 1,200,000
12 Relocate and improve Scout Lodge	300,000	5,000	On Hold						\$ 300,000
13 Villa Nueva Irrigation Upgrade	100,000	100,000	Needs CC approval						\$ 100,000
<b>3.7% Inflation Adjustment Annually</b>				42,550	85,470	125,985	168,720	211,825	\$ 634,550
<b>REQUIRED PROJECTS TOTAL</b>	<b>4,040,000</b>	<b>4,513,715</b>		<b>1,192,550</b>	<b>1,240,470</b>	<b>1,260,985</b>	<b>1,308,720</b>	<b>1,356,825</b>	<b>\$ 10,399,550</b>

	FY26 Budget 7/1/25-6/30/26	FY26 PROJECTED	Council Action	FY27 7/1/26-6/30/27	FY28 7/1/27-6/30/28	FY29 7/1/28-6/30/29	FY30 7/1/29-6/30/30	FY31 7/1/30-6/30/31	Total 6 Year Budget Plan
<b>RECOMMENDED PROJECTS</b>									
1 Bird Lane Drainage Study (possible reimbursement from MCFCD)	50,000	50,000	Needs CC approval						\$ 50,000
2 Bleachers at Staggs and Turtle Parks	10,000	-		10,000					\$ 20,000
3 Church at Litchfield Park ROW acquisition	100,000	-							\$ 100,000
4 City Entrance Signs		-							\$ -
5 Congestion at Litchfield Road and Camelback Road NB right turn lane	500,000	-		-	500,000	-	-	-	\$ 1,000,000
6 Converting Turtle Park to baseball diamond	25,000	25,000	Less than \$50K						\$ 25,000
7 Downtown electrical updates	200,000	200,000	Needs CC approval						\$ 200,000
8 Field Lining Machine		-			33,000				\$ 33,000
9 Finance Accounting and Budget System	125,000	125,000	CC approved						\$ 125,000
10 Florence Brinton Community Center		-		100,000					\$ 100,000
11 Gathering Park Benches and Picnic Tables	20,000	20,000	Less than \$50K						\$ 20,000
12 Hilltop Phase III - Litchfield Train Depot		-				500,000			\$ 500,000
13 Hilltop Restoration Phase II - Gardens, TPA		-				1,000,000	1,000,000		\$ 2,000,000
14 <b>Landscaped Medians NEW (start with downtown and Estero Lane)</b>	-	-							\$ -
15 Litchfield Square Parking Garage Construction (at old Scout Lodge site)		-							\$ -
16 Litchfield Square Parking Garage D&E (at old Scout Lodge site)	200,000	-		1,100,000					\$ 1,300,000
17 Litchfield Square Parking Garage #2		-							\$ -
18 Litchfield Square Public Works Storage Area	50,000	50,000	Needs CC approval						\$ 50,000
19 Oro Vista drainage issue	100,000	100,000							\$ 100,000
20 Parking at Turtle Park		-		450,000					\$ 450,000
21 Perimeter Wall Reconstruction - Dysart from Camelback Park to Indian Schoo	-	-		2,000,000	-	-	-		\$ 2,000,000
22 Play area west side of tennis courts	25,000	-							\$ 25,000
23 Police Vehicle (FY26 Traffic Officer and replace 2013 Tahoe)	108,700	108,700	CC approved	108,700					\$ 217,400
24 Pool Deck Resurfacing (recommended every 5 years)	30,000	30,000	Less than \$50K						\$ 30,000
25 Preschool Playground		-			100,000				\$ 100,000
26 Public Works Facility Construction	2,000,000	2,000,000	CC approved D&E \$125K						\$ 2,000,000
27 Public Works Facility Furniture, IT equipment		-		175,000					\$ 175,000
28 <b>NEW Rec Center Pool Heater (approved in FY25, but came after 7/1)</b>	-	44,598							\$ -
29 Reconfigure Rec Courts	40,000	40,000	Less than \$50K						\$ 40,000
30 Right Turn Lane N. Litchfield Road onto East Wigwam		-					400,000		\$ 400,000
31 Study / Design for Florence Brinton Library Building and Rec Center		-		50,000	50,000				\$ 100,000
32 Temporary Art Installation	10,000	10,000	Less than \$50K						\$ 10,000
33 Wigwam Parking and Medians	-	250,000	Needs CC approval						\$ -
<b>3.7% Inflation Adjustment Annually</b>				236,016	234,132	446,439	594,581	502,025	\$ 2,013,192
<b>TOTAL RECOMMENDED PROJECTS</b>	<b>\$ 3,593,700</b>	<b>\$ 3,053,298</b>		<b>\$ 4,229,716</b>	<b>\$ 917,132</b>	<b>\$ 1,946,439</b>	<b>\$ 1,994,581</b>	<b>\$ 502,025</b>	<b>\$ 13,183,592</b>
<b>GRAND TOTAL ALL PROJECTS</b>	<b>\$ 31,193,700</b>	<b>\$ 22,952,452</b>		<b>\$ 16,636,166</b>	<b>\$ 2,157,602</b>	<b>\$ 3,207,424</b>	<b>\$ 3,303,301</b>	<b>\$ 1,858,850</b>	<b>\$ 58,357,042</b>

<b>Funding Sources</b>									
HURF	1,530,000	1,530,000		550,000	555,000	560,000	565,000	570,000	\$ 4,330,000
Maricopa County Camelback Road Contribution	3,500,000	820,500		2,679,500	0	0	0	0	\$ 6,179,500
Agua Fria Intersection Contribution		-		500,000					\$ 500,000
Construction Sales Tax	2,850,600	2,850,600		797,600	777,600	1,159,800	450,000	450,000	\$ 6,485,600
Bonds (Requires Council Approval)	12,500,000	7,045,500	Needs CC approval	5,454,500					\$ 17,954,500
Maricopa County Library Contribution	4,500,000	4,500,000							\$ 4,500,000
Cash/Other Sources/Grants	6,313,100	6,205,852		6,654,566	825,002	1,487,624	2,288,301	838,850	\$ 18,407,442
<b>Total funding sources</b>	<b>31,193,700</b>	<b>22,952,452</b>		<b>16,636,166</b>	<b>2,157,602</b>	<b>3,207,424</b>	<b>3,303,301</b>	<b>1,858,850</b>	<b>\$ 58,357,042</b>

**FY2026-2031 City of Litchfield Park Capital Improvement Plan**

	<b>FY26 Budget</b>	<b>FY26 Council</b>	<b>FY27</b>	<b>FY28</b>	<b>FY29</b>	<b>FY30</b>	<b>FY31</b>	<b>Total 6 Year</b>
	<b>7/1/25-6/30/26</b>	<b>PROJECTED Action</b>	<b>7/1/26-6/30/27</b>	<b>7/1/27-6/30/28</b>	<b>7/1/28-6/30/29</b>	<b>7/1/29-6/30/30</b>	<b>7/1/30-6/30/31</b>	<b>Budget Plan</b>
<b>SUMMARY PROJECTS</b>								
ROAD PROJECTS	15,410,000	7,040,500	11,213,900	-	-	-	-	26,623,900
COMMITTED PROJECTS	8,150,000	8,344,939	-	-	-	-	-	8,150,000
REQUIRED PROJECTS	4,040,000	4,513,715	1,192,550	1,240,470	1,260,985	1,308,720	1,356,825	10,399,550
RECOMMENDED PROJECTS	3,593,700	3,053,298	4,229,716	917,132	1,946,439	1,994,581	502,025	13,183,592
<b>TOTAL</b>	<b>31,193,700</b>	<b>22,952,452</b>	<b>16,636,166</b>	<b>2,157,602</b>	<b>3,207,424</b>	<b>3,303,301</b>	<b>1,858,850</b>	<b>58,357,042</b>



**CITY COUNCIL  
COMMUNICATION**

**Reports Item VI.B.2  
Communications Update**

**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:** Yosha Brunson Kuhl, Director of Communications  
**Through:** Matthew Williams, City Manager  
**Meeting Date:** 2/18/2026  
**Presenter:** Yosha Brunson Kuhl, Director of Communications

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**RECOMMENDED MOTION:**

N/A

**BACKGROUND/DISCUSSION:**

See attachment

**STAFF RECOMMENDATION:**

N/A

**FINANCIAL IMPACT:**

N/A

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**ATTACHMENTS:**

1. Communications Monthly Report January 2026



City of Litchfield Park

# COMMUNICATIONS MONTHLY REPORT

Prepared by Yosha Brunson Kuhl, Director of  
Communications



January  
**2026**



# JANUARY

January was filled with events that allowed the City to engage in regional events, such as the Governor’s State of the State address, the Southwest Valley Regional Chamber’s “Day at the Capitol,” and the AZ congressional staffing lunch, hosted by Fighter Country Partnership. Social media fostered conversations around public safety, with information about the “ghost car” dominating engagement - prompting over 20K interactions.

Focus remains on the creation of the State of the City address, held on February 26.



## On Deck

- State of The City Address
- 250th Anniversary





## SOCIAL MEDIA

# PLATFORM INSIGHTS

Facebook  
Snapshot



12.1K Followers (+829)



17 Posts + 18 Stories

Results were driven  
by public safety  
messaging and  
informational posts

Content



562.9K  
Viewers  
(+76.2)



7.2K  
Interactions  
(-0.1%)



1.1M  
Views  
(+46%)



865  
Comments





## Social Media

# PLATFORM INSIGHTS

Instagram  
Snapshot



5.4K Followers (+1K)



16 Posts + 31 Stories

Performance was led by Reels, with substantial visibility and sustained views

Content



307.1K  
Reach  
(+1.2K%)



30.8K  
Interactions  
(+814.4%)



563.3K  
Views  
(+544.3%)



663  
Comments





## Social Media

# PLATFORM INSIGHTS

### Youtube Snapshot



253 Subscribers (+5)



12 Videos+ 16 Shorts

While overall views and watch time were lower this month, historical features and civic updates attracted steady audiences.

### Content



3.1K  
Views  
(-63.5%)



57.9  
Hours  
Watch Time  
(-58.8%)





## Social Media

# TOP POSTS



**f** **Traffic Safety  
Reminder: Ghost  
Car**

Views: 501.6K  
Shares: 288  
Interactions: 2K



**Instagram** **Traffic Safety  
Reminder: Ghost  
Car**

Views: 535.1K  
Reach: 323.8K  
Interactions: 19.5K



**01/21/2026 City Council Work  
Study Session**

54 views • 2 weeks ago

**City Council  
Work Study  
Session**

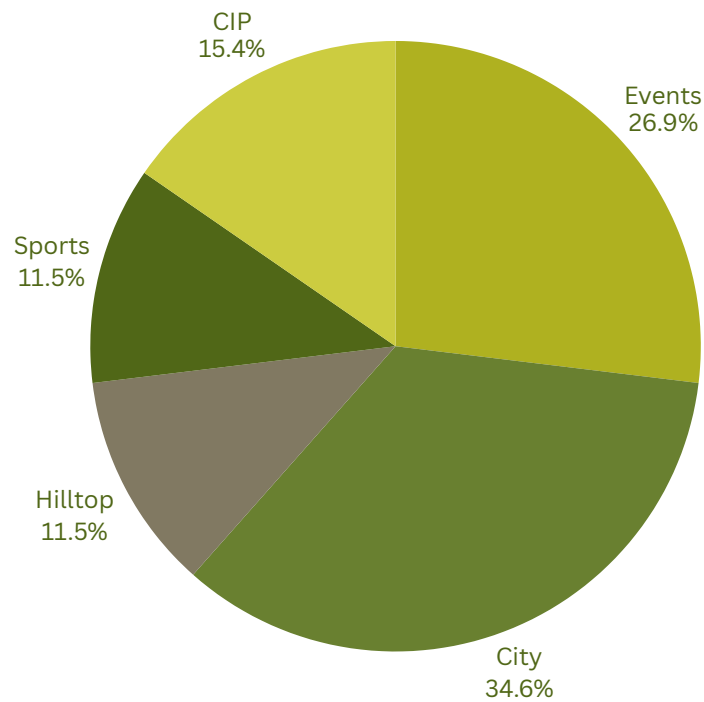
Views: 54



5



# MEDIA COVERAGE



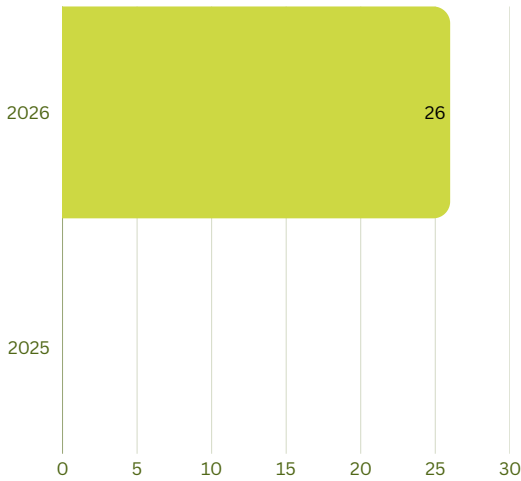
Local media coverage was driven by City news and announcements around the Hilltop activity.



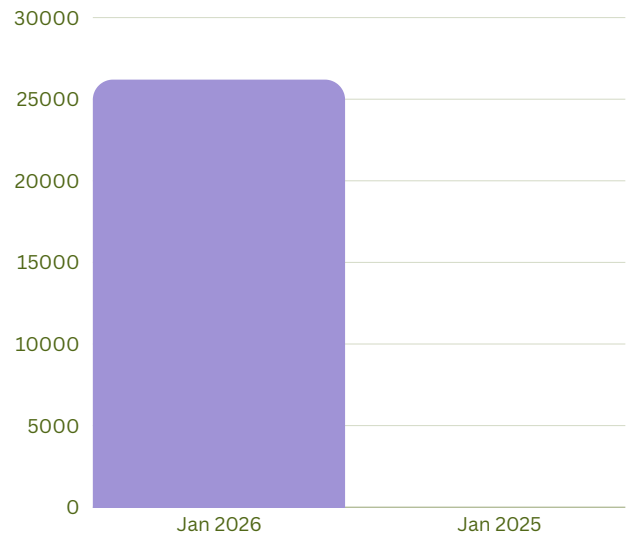
# YOY RESULTS (JAN)



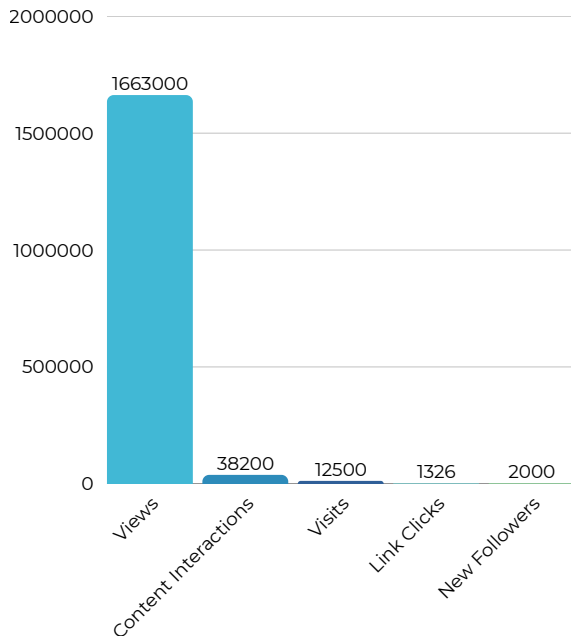
Media Coverage  
(Number of mentions)



Media Impressions (Approximate)

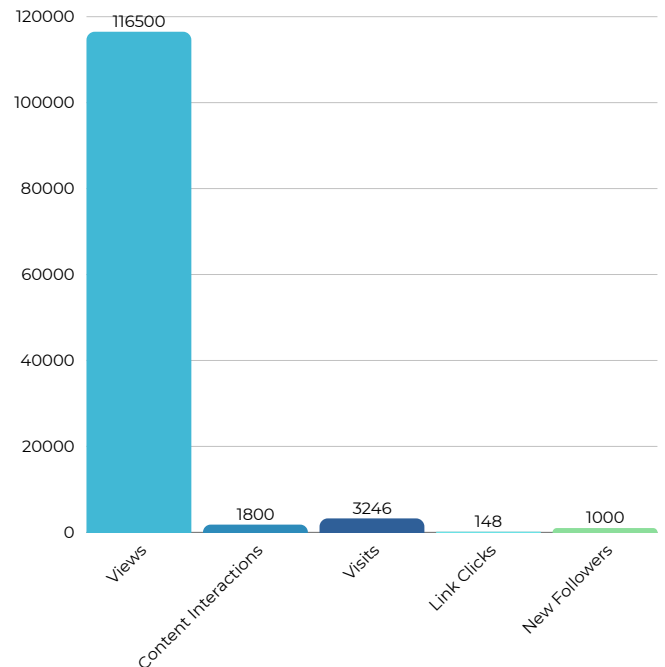


Social Media Jan. 2026



7

Social Media Jan. 2025



**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:** Keith Drunasky, City Engineer  
**Through:** Matthew Williams, City Manager  
**Meeting Date:** 2/18/2026  
**Presenter:** Keith Drunasky, City Engineer

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**RECOMMENDED MOTION:**

N/A

**BACKGROUND/DISCUSSION:**

The following are updates to the Phoenix-Goodyear Airport (PGA) North & Luke Air Force PFAS contaminations:

**PGA North**

Monitoring, injection and extraction wells are continuously running, and wells are sampled each month. Dozens of extraction, injection and monitoring wells are in operation at any given time within a mile of the City limits. Every indication is the plume is continuing to retreat south/southwest to extraction well locations away from the City limits.

There are no recent major updates within the PGA North contamination area to report for this period.

**Luke Air Force Base PFAS**

There have been no major updates or actions by LAFB since early Summer 2025. A December 2025 virtual meeting with LAFB project manager for this remediation effort indicated funding is not in place for further activities. It is not likely that funding will be made available until FY27. Currently, it is planned that the 5 year congressionally mandated review will be complete by January of 2027, however, if funding is not allocated, that date will not be met and the remediation will not move forward. Additional information will be forthcoming by LAFB representatives.

Previous activities within the City limits with regards to PFAS testing and sampling are summarized as follows:

- PFAS sampling results letter received in September 2025 from Dept of Defense (Air Force) summarizing recent tests and lab results from monitoring wells located within City Limits from sampling that occurred June 2024, again in January 2025 to May 2025.
- 6 total monitoring wells within City of Litchfield Park, with samples from groundwater

(taken after wells are in operation), subsurface soil (taken from extracted well material) and vertical aquifer samples (taken from water extracted as well is being drilled).

- Sample Findings indicate all but 1 of 6 wells tested positive for PFAS at or above MCL limit(s). PFOA & PFOS exceed limits most often in samples. These chemicals are common in Aqueous Film Forming Foam (AFFF), used for firefighting and training.

According to DOD, anticipated next steps are as follows:

- Phase I – Current remedial investigation/assessment. Continue to test and monitor wells, additional wells to be installed in the next few years to identify limits and concentrations. More to happen in FY26/27 when funding becomes available. Currently under review for funding and scope. Additional wells in and around Valley Utilities service area and downgrade of the wastewater treatment plant on Glendale Avenue.
- Phase II – Risk assessments, rank projects (overall, not just local and not just Arizona), identify responsible party/parties, identify remedial needs and actions, secure funding and begin remediations. This phase has long timelines, up to 5 years for potential actions to be taken.

**STAFF RECOMMENDATION:**

N/A

**FINANCIAL IMPACT:**

N/A

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**ATTACHMENTS:**



**CITY COUNCIL  
COMMUNICATION**

**Reports Item VI.B.4  
Capital Improvement Projects  
(CIP) Update**

**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:** Keith Drunasky, City Engineer  
**Through:** Matthew Williams, City Manager  
**Meeting Date:** 2/18/2026  
**Presenter:** Keith Drunasky, City Engineer

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**RECOMMENDED MOTION:**

N/A

**BACKGROUND/DISCUSSION:**

The following are updates to the listed Capital Improvement Projects:

**New Library Project  
(FY25/26 CIP - GL #40-20-6100-14)**

Haydon Construction began construction activities the week of October 20<sup>th</sup>, with completion no later than July 31, 2026. Library groundbreaking ceremony occurred on October 28<sup>th</sup>. Haydon, City Staff and Library Staff attend weekly construction meetings to coordinate construction activities onsite as well as the complex coordination with other entities completing improvements on the Hilltop, including the high school, park, roadway and roundabout projects. Vertical construction has “topped out”. There is ongoing coordination with APS to complete the electrical designs, coordination with Lumen/CenturyLink for the Library District services, Cox Communication for City services and security/video improvements are actively being coordinated. The City Building Department issued building permits and Engineering issued at risk grading permits in December 2025. Final permits for the revised 100% designs are pending Liberty Utilities and MCESD approvals and permits. Utility coordination, site grading and drainage, connectivity/access to the Hilltop and School continue to be major coordination and conflict resolution items.

Design and engineering contract with ADM Group, Inc. was executed in March 2025 for \$489,270. Library shell, tenant improvements and some site work construction costs total \$4,460,124.00. Additional site improvements connected to the Hilltop Phase I project will also be constructed by Haydon at the same time, at a cost of \$980,470.00. Maricopa County granted the City \$5M dollars for design and construction of the new library building and associated site improvements. These funds and the project a part of FY24/25 Capital Projects budget.

**Hilltop Park – Paseo La loma, Phase I  
(FY25/26 CIP - GL #40-20-6030-12)**

Council approved a design and engineering contract with Colliers Design for just under \$279,000 for final designs. Draft 60% designs for the Hilltop Phase I improvements were submitted and have been issued to contractors to develop. The 90% plans will be issued in the coming weeks. Construction is anticipated to begin March 2026, with completion targeted by August 2026. This project is being designed concurrently with the Library, Roundabout and Pedestrian Underpass.

Staff is continuing to coordinate with stakeholders, utility providers and the AFHS project on access, utilities, staging, construction water, phasing and overlapping construction activities. APS began their designs of the electrical infrastructure based on the electrical engineering demands. Staff has begun coordination with communication services providers as well to extend their infrastructure onto the site.

Staff sent the construction documents to 7 contractors that have existing job order contracts with other municipalities that provide for cooperative language, which will allow Litchfield Park to utilize and execute an agreement for construction services. Construction funding for this project will come from Capital Projects, with a budget amount of \$3.65M. Council approved the use of just under \$1.1M at the June 2025 council meeting for the initial phase of the Hilltop Project, which will be constructed by Haydon Contracting at the same time as they are constructing the New Library Project.

**Litchfield Road/Brinton Avenue Roundabout (FY25/26 CIP – GL #21-20-6020-02 & 40-20-6020-07) + Pedestrian Underpass (FY25/26 – GL #40-20-6020-08)**

Nesbitt Construction has been selected as the Contractor for the preconstruction and final construction services. Nesbitt provided review comments and a constructability review of the 60% plans for the roundabout. Final designs should be completed within February of this year. The roundabout configuration was finalized by the consultant and the roundabout specialist earlier in 2025. Nesbitt Construction has mobilized with preconstruction services, such as potholing, surveying, establishing a construction yard, attending progress meetings of adjacent library and school project, and coordinating efforts with City staff. The contract for Nesbitt Construction is just over \$2.8M and was approved by Council in November. Construction is anticipated to be completed in July 2026.

The underpass alignment crosses Litchfield Road just south of the southern boundary of the AFHS school, north of the Fry's Food Stores commercial complex. 30% plans/designs have been issued to City staff for review. These designs were updated with the latest information from the adjacent Hilltop and AFHS projects, as well as feedback by Staff. Colliers has engaged utility providers to start relocation designs. Geotechnical borings & utility potholing has already been completed.

Council approved a design and engineering contract with Colliers for just under \$200,000 for final design of the Litchfield/Brinton roundabout and for just under \$258,000 for final design of

the Litchfield Road Pedestrian Underpass. Both projects are being designed concurrently. Funding for design and construction of these projects comes from Capital Projects. The Litchfield Road/Brinton Roundabout construction budget is currently \$2.2M from capital projects and \$600k from the general fund. The underpass construction capital projects budget is at \$1.2M.

**FY25/26 Citywide Road Program - Street Repair & Replacement**  
***(FY25/26 CIP - GL #21-20-6020-01)***

Mapping for the current FY25/26 Pavement Maintenance Program has been completed. Staff and the on-call engineering consultant has identified approximately 105 items of work, consisting of crack sealing, PMM sealing, micro sealing, mill/overlay and pavement replacement. Some street segments will receive multiple treatments (i.e. crack seal and micro seal). Given the time of year, only crack seal and pavement replacement/milling can be completed until the temperatures warm up in the Spring, which at which point micro seal and slurry seals can be completed. At the same time in the Spring, pavement striping will also be completed. Based on available budget, depending on final contractor pricing, there may be multiple segments of streets that will received treatment next year.

Preliminary street evaluations began in late September and were wrapped the last week of October. A final evaluation and list of street segments was completed in December. A total cost for the work to be completed by a contractor has note yet been compiled. It is anticipated this work will be done by a single general contractor through a cooperative contract. The maps will be used by contractors to scope the work and provide costs. It is anticipated that construction activities can begin in February and March for crack seal and pavement mill/replacement work.

HURF funds will be used for these pavement treatments, and the City will utilize a cooperative construction contract to complete the work. A high-level cost estimate indicates the need for approximately \$950,000 - \$1,100,000. The current HURF fund balance is over \$1 Million. The completion of these pavement treatments will substantially draw down the HURF fund. Council approved the use of up to \$600k at the January 2026 meeting.

**Litchfield Road/Missouri Avenue Traffic Signal**  
***(FY25/26 CIP - GL #40-20-6020-09)***

Traffic signals at this location will be installed on all 4 corners of the intersection, ramps will be modified for ADA compliance, new sidewalks, curb and asphalt as necessary, as well as revise traffic signs and markings to account for a controlled intersection. Final design services for this signal design are underway with the City's Engineering on call consultant, EPS Group. Comments for the 60% set of construction drawings were received by City of Glendale and MCDOT and are being addressed.

Staff has engaged the City of Glendale to enter into an IGA for the City of Litchfield Park to construct and maintain/operate this signal within their right of way. This IGA was approved by Glendale at their January City Council meeting. Staff has also engaged MCDOT and is working

on a new IGA for traffic signal operation and maintenance that will allow up to 7 additional signals in the future with just a letter and not an amendment.

Final engineering services contract is \$49,285.00. It is anticipated that signal construction costs will be between \$800k and \$1.1M. Staff has a contractor completing a ROM estimate of costs for this signal. Funding for design and construction of these projects will come from Capital Projects. The Litchfield Road/Missouri Signal project budget for FY25/26 is \$300,00.00. This amount was allocated for this fiscal year, primarily for design and partial construction. The remaining amount will be allocated in FY26/27 from the general fund. There will be a cost recovery with Sun Health to pay for half of the design and construction fees for this signal at a later time. Additionally, the Sunset Terrace development at the southeast corner of the intersection had previously contributed funds to the City for this future signal.

**Public Works and Development Services Facility Construction**  
***(FY25/26 CIP - GL #40-20-5240-00)***

Public Works facility final design plans/construction documents were completed in November 2025. Subsequent City Council and DRB reviews of these documents resulted in requested changes to the architectural elements, which are currently under way. Staff is working with the designers on any changes or modifications – we anticipate a change order to the design consultant for these changes will be between \$10-\$20k. Recent staff discussions regarding project scoping and final PW yard locations will likely result in pausing construction of this project until staff and Council make a final determination.

In early 2025, a rough order magnitude (ROM) cost of \$1,965,484 to construct 5,700 SF CMU offices, 4,470 SF prefabricated steel PW shop that includes 1,733 SF mezzanine, 1,900 SF equipment shade and approximately 35,000 SF of site work. In January 2026, a revised ROM cost of just over \$3M was provided by a contractor after they reviewed the plans. Staff will provide the plans to additional contractors that are on existing cooperative construction contracts to ensure comprehensive and competitive construction quotes are obtained.

Council approved the use of \$125,000 for design and engineering services at the August 2024 Council meeting. The City executed a contract with Motley Design in April 2025 for just under \$118,000 to provide final designs of the public works facility. Geotechnical soil borings and field evaluations were completed in early May 2025. Current CIP Budget is \$2.2M (General Fund) for design and construction. Final design phase began April 2025, with construction anticipated to begin in the Spring of this year. Construction should take between 9 to 11 months to complete. Staff will be evaluating locations for PW staff, equipment, and material to relocate to during construction of the facility.

**Scout Lodge Relocation**  
***(FY25/26 CIP - GL #40-20-6200-05)***

Current location of Scout Lodge is located within the Litchfield Square development and CFD boundary, and where the future parking garage will be constructed. Initial design efforts considered salvage and relocation of the existing structure to the north side of Fairway Drive,

on the southern end of Scout Park, as well as construct an attached park restroom. This current effort is ON HOLD pending the current Scout organization members intend to construct a new facility within Scout Park, to include an attached, exterior park restroom, and City demolition of the existing structure. The memo of understanding (MOU) from the November 2025 Council meeting was approved, allowing the City to negotiate with the Scout organization and develop scope and efforts as discussed above.

Initial design efforts include structural evaluations and preliminary building and site plan layouts as well as geotechnical soil borings and field evaluations. Current CIP Budget is \$300,000 (General Fund) for design and construction. The City executed a contract with Motley Design in July for \$49,915 to provide design for the structure relocation and new attached park restroom. Design tasks began late Spring 2025 and were halted approximately half way through the process in August 2025.

**Perimeter Wall Phase VII (Camelback Park) + Turn Lane  
(FY25/26 CIP - GL #40-20-6020-10)**

Design of the wall and turn lane is at 90% complete phase. There has not been a lot of movement on this project as a result of current staff workload and deadlines, but now that Camelback Park Parking lot is complete, this project should get some movement. This stage of construction documents has been reviewed by Staff for comments and corrections. Utility locating services along the wall alignment were completed, and adjustments have been made. Right turn lane at Camelback/Dysart has been designed and is included in this plan set. Most frontage along Dysart belongs to MCDOT. This is anticipated to go into construction by this Spring.

Budget for this project is \$1.2M for design and construction and will come from General Funds. Upon review of construction industry unit pricing, the budget amount will likely only allow for a portion of the perimeter wall to be constructed, approximately from the west side of Camelback Park to the southern edge of Camelback Park and will include the wall between the park and the 2 residential parcels to its south. The City will be reimbursed by these property owners for ½ of the design and ½ of the construction costs of the wall at these locations. While the designs extend much further to the south, those sections will need to be included in a future capital project for perimeter wall phase VIII.

**Camelback Rd South Half Widening – Village Pkwy to Litchfield Rd (GL #40-20-6020-13)  
Sun Health/Camelback Road West Roundabout (GL #40-20-6020-12)**

Staff has engaged Sun Health and their engineering consultant to provide a design & engineering cost proposal for the improvements of the south half of Camelback Road from approximately Village Parkway to Litchfield Road. The provide proposal from Colliers Engineering for this segment is just under \$300K. The City and Sun Health will enter into an agreement that allows Sun Health to be reimbursed for these engineering and design services from the City. Design efforts have begun for the north half as part of the Sun Health project. The south half design services is anticipated to begin by the end of February or early March 2026. Construction is anticipated to begin this Summer 2026 after Litchfield Road

improvements are completed.

FY26 budget for Camelback Road south half is \$440,000 & for the roundabout is \$220,000, primarily for design and engineering. FY27 budget for Camelback Road south half is \$3.96M and for the roundabout is \$1.98M, for construction services. This funding will come from the City's General Fund. In 2022, MCDOT provided the City of Litchfield Park \$3.5M for roadway improvements for the south half of Camelback Road within this projects' limits.

**STAFF RECOMMENDATION:**

N/A

**FINANCIAL IMPACT:**

N/A

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**ATTACHMENTS:**



**CITY COUNCIL  
COMMUNICATION**

**Reports Item VI.B.5  
Special Projects Update**

**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:** Randy Proch, Planning Director  
**Through:** Matthew Williams, City Manager  
**Meeting Date:** 2/18/2026  
**Presenter:** Randy Proch, Planning Director

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**RECOMMENDED MOTION:**

N/A

**BACKGROUND/DISCUSSION:**

**Litchfield Square**

Construction activity continues to progress at Heritage Place, where the building shell will be completed soon. The parking lot is starting to form along with the driveway ingress connection from Fairway Drive. The first tenant improvement for a dental office on the second floor was submitted, though no further update has been given by the applicant. No additional tenant improvement plans have been submitted yet.

For Rudolfo's Downtown project, staff met with the architect's team after the second Building Permit submittal was denied. Each outstanding comment was discussed with the team to ensure the next submittal could be approved. Civil Permit resubmittal was delayed and is under second review.

Delana Mae, a mixed-use development featuring retail, restaurants, and condominiums, has not yet been scheduled for City Council review of its final design. Staff anticipates this will occur in the coming months, paving the way for a significant addition to the Square's mix of uses.

**La Loma Restoration**

The final building heights have been completed for the academy and performing arts center with architectural elements, including roof overhangs and shading being completed. Underground utilities are complete for sewer work up to the library site with work onto the Sun Health site to the south starting now.

Utility work for the library tie in with the school site is nearing completion with the dirt spoils pile being removed over the next two weeks. Work on the building has slowed due to the steel producer being unable to manufacture the beams needed. A alternative source is being procured.

The second Building Permit set for the PWLHC was resubmitted on February 10, 2026; first comments were sent to the applicant on November 25, 2025. The first/initial Civil Permit has not been submitted yet. Work cannot begin until plans have been submitted, reviewed, and approved.

From February 15th through March 6th, Litchfield Road will have roadway restrictions from 8PM to 6AM nightly to construct the water line connection to the various projects at Brinton Avenue. The main entry into Sunset Terrace will be shut with cars rerouted to Missouri Avenue during this time.

**The Thomas**

Progress continues, where staff is working closely with the developer to finalize on-site improvements required ahead of tenant occupancy. These improvements include enhanced landscaping, sidewalk additions, and drainage upgrades to meet City standards. Once these items are complete, tenants will be able to receive Certificates of Occupancy and begin operations, adding new retail and dining options for residents and visitors. The civil plans have been issued for that work to commence.

**STAFF RECOMMENDATION:**

N/A

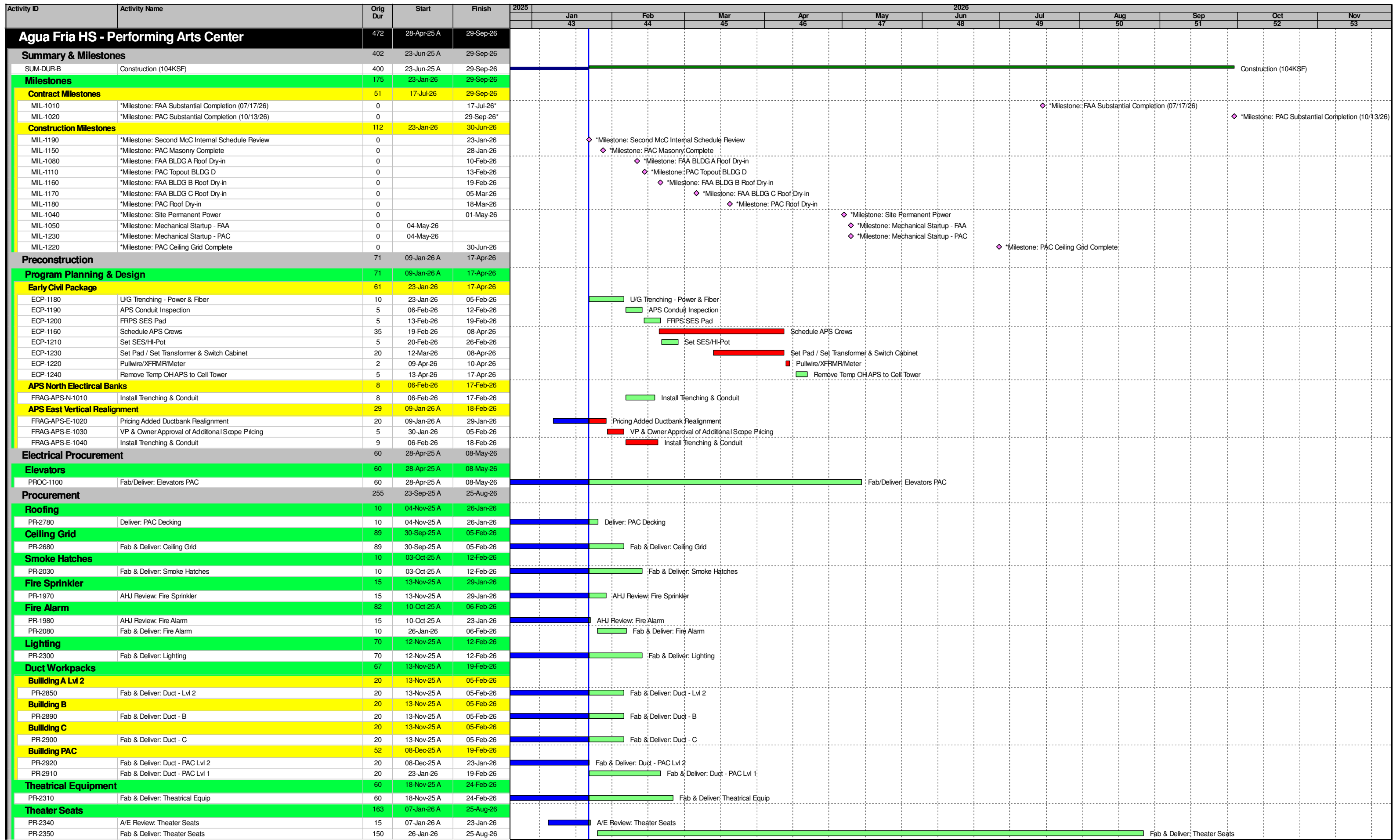
**FINANCIAL IMPACT:**

N/A

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**ATTACHMENTS:**

- 1. Hilltop School - February Gantt Chart
- 2. Litchfield Library - February Gantt Chart



Run Date - 26-Jan-26  
Data Date - 23-Jan-26

### Agua Fria HS - Performing Arts Center - Detail

Activity ID	Activity Name	Orig Dur	Start	Finish	2025											
					Jan 43	Feb 44	Mar 45	Apr 46	May 47	Jun 48	Jul 49	Aug 50	Sep 51	Oct 52	Nov 53	
<b>Acoustical Panels</b>																
PR-2390	Fab & Deliver: Acoustical Panels	59	30-Sep-25 A	22-Jun-26	Fab & Deliver: Acoustical Panels											
<b>Carpet</b>																
PR-2180	Fab & Deliver: Carpet	30	30-Sep-25 A	13-Jul-26	Fab & Deliver: Carpet											
<b>Epoxy Flooring</b>																
PR-2010	Fab & Deliver: Epoxy Flooring	10	30-Sep-25 A	20-Jul-26	Fab & Deliver: Epoxy Flooring											
<b>Dance Floor</b>																
PR-2130	Fab & Deliver: Dance Floor	20	30-Sep-25 A	11-May-26	Fab & Deliver: Dance Floor											
<b>Millwork</b>																
PR-2190	Fab & Deliver: Millwork	45	21-Oct-25 A	06-Feb-26	Fab & Deliver: Millwork											
<b>Store Fronts</b>																
PR-2220	Fab & Deliver: Store Fronts	40	08-Oct-25 A	20-Apr-26	Fab & Deliver: Store Fronts											
<b>Glass &amp; Glazing</b>																
PR-2200	Fab & Deliver: Glass & Glazing	30	08-Oct-25 A	09-Feb-26	Fab & Deliver: Glass & Glazing											
<b>Ceramic Tile</b>																
PR-2170	Fab & Deliver: Ceramic Tile	30	23-Sep-25 A	06-Jul-26	Fab & Deliver: Ceramic Tile											
<b>Ticket Booth</b>																
PR-2250	Fab & Deliver: Ticket Booth	40	08-Oct-25 A	13-Jul-26	Fab & Deliver: Ticket Booth											
<b>Roll-up Door Lobby</b>																
PR-2210	Fab & Deliver: Roll-up Door in Lobby	3	11-Dec-25 A	02-Feb-26	Fab & Deliver: Roll-up Door in Lobby											
<b>Garage Door Back of House</b>																
PR-2240	Fab & Deliver: Garage Door BOH	40	28-Oct-25 A	02-Feb-26	Fab & Deliver: Garage Door BOH											
<b>Doors &amp; Hardware</b>																
PR-2280	Fab & Deliver: Doors & Hardware	60	10-Jan-26 A	17-Apr-26	Fab & Deliver: Doors & Hardware											
<b>Landscaping</b>																
PR-2090	Fab & Deliver: Landscaping	15	23-Jan-26	12-Feb-26	Fab & Deliver: Landscaping											
<b>Signage</b>																
PR-2270	Fab & Deliver: Signage	58	08-Jan-26 A	30-Mar-26	Fab & Deliver: Signage											
<b>Restroom Partitions / Accessories / Lockers</b>																
PR-2230	Fab & Deliver: Restroom Partitions / Accessories / Lockers	40	02-Dec-25 A	05-Mar-26	Fab & Deliver: Restroom Partitions / Accessories / Lockers											
<b>Agua Fria Construction</b>																
<b>Site Utilities - Storm</b>																
SITE-1410	Site Utilities - West Storm Brix System	11	31-Dec-25 A	27-Jan-26	Site Utilities - West Storm Brix System											
SITE-1430	Install North Storm Brix System	12	20-Jan-26 A	04-Feb-26	Install North Storm Brix System											
SITE-1440	Site Utilities - West Storm - Install DW 2	3	05-Feb-26	09-Feb-26	Site Utilities - West Storm - Install DW 2											
SITE-1320	Site Utilities - North Storm Drain	16	10-Feb-26	03-Mar-26	Site Utilities - North Storm Drain											
SITE-1330	Site Utilities - Install Building Storm Drain	5	04-Mar-26	10-Mar-26	Site Utilities - Install Building Storm Drain											
SITE-1340	Site Utilities - Install West Storm Drain	16	11-Mar-26	01-Apr-26	Site Utilities - Install West Storm Drain											
SITE-1350	Site Utilities - Install South Storm Drain	13	02-Apr-26	20-Apr-26	Site Utilities - Install South Storm Drain											
<b>Site Utilities - Water</b>																
SITE-1400	Site Utilities - Install Fire Line	7	23-Jan-26	02-Feb-26	Site Utilities - Install Fire Line											
SITE-1450	Site Utilities - Install Domestic Water Service	3	03-Feb-26	05-Feb-26	Site Utilities - Install Domestic Water Service											
SITE-1460	Site Utilities - Install Irrigation Service	3	06-Feb-26	10-Feb-26	Site Utilities - Install Irrigation Service											
SITE-1470	Site Utilities - Install ARV	4	11-Feb-26	16-Feb-26	Site Utilities - Install ARV											
SITE-1390	Litchfield Lane Closure Tie In Water - North & South (Nights)	12	24-Feb-26	11-Mar-26	Litchfield Lane Closure Tie In Water - North & South (Nights)											
SITE-1480	Hold for Luke Days (3/20-3/23 No Road Work)	2	20-Mar-26*	23-Mar-26	Hold for Luke Days (3/20-3/23 No Road Work)											
<b>Site Utilities - Power &amp; Internet</b>																
SITE-1040	Site Utilities - Power & Internet	15	23-Jan-26	12-Feb-26	Site Utilities - Power & Internet											
<b>Fine Arts Academy</b>																
CR-1000	Summary - FAA	404	04-Aug-25 A	29-Sep-26	Summary - FAA											
<b>Permanent Power</b>																
PER-1000	Permanent Power - FAA	15	13-Apr-26	01-May-26	Permanent Power - FAA											
PER-1010	*Milestone: Permanent Power Complete - FAA	0		01-May-26	*Milestone: Permanent Power Complete - FAA											
<b>Structure - A</b>																
FAA-STRU-1070	Roof Structural Steel & Decking Steel Flying - BLDG A	5	16-Jan-26 A	23-Jan-26	Roof Structural Steel & Decking Steel Flying - BLDG A											
FAA-STRU-1030	Roof Structural Steel Detailing & Decking - BLDG A	9	19-Jan-26 A	30-Jan-26	Roof Structural Steel Detailing & Decking - BLDG A											
<b>Exterior Finishes - A</b>																
<b>Skin - A</b>																
FAA-EXT A-1090	Install EIFS - BLDG A	45	12-Jan-26 A	12-Mar-26	Install EIFS - BLDG A											
FAA-EXT A-1020	Install Canopy Framing - BLDG A	20	23-Jan-26	19-Feb-26	Install Canopy Framing - BLDG A											
FAA-EXT A-1170	Exterior Framing - Low Roof to High Roof - BLDG A	10	23-Jan-26	05-Feb-26	Exterior Framing - Low Roof to High Roof - BLDG A											
FAA-EXT A-1100	Install Storefront Windows - BLDG A	20	26-Jan-26	20-Feb-26	Install Storefront Windows - BLDG A											
FAA-EXT A-1050	Sprinkler Roughin - BLDG A	5	30-Jan-26	05-Feb-26	Sprinkler Roughin - BLDG A											
FAA-EXT A-1120	Install Faux Brick Venier - BLDG A	10	02-Mar-26	12-Mar-26	Install Faux Brick Venier - BLDG A											
FAA-EXT A-1110	Install Faux Wood Accents - BLDG A	5	13-Mar-26	19-Mar-26	Install Faux Wood Accents - BLDG A											
FAA-EXT A-1130	Exterior Caulking - BLDG A	10	13-Mar-26	26-Mar-26	Exterior Caulking - BLDG A											
FAA-EXT A-1030	Install Exterior Doors & Hardware - BLDG A	5	02-Apr-26	08-Apr-26	Install Exterior Doors & Hardware - BLDG A											
FAA-EXT A-1140	Paint Ext - BLDG A	10	09-Apr-26	22-Apr-26	Paint Ext - BLDG A											
FAA-EXT A-1150	Sprinkler Trim - BLDG A	5	23-Apr-26	29-Apr-26	Sprinkler Trim - BLDG A											

Run Date - 26-Jan-26  
Data Date - 23-Jan-26

### Agua Fria HS - Performing Arts Center - Detail

















#	Activity ID	Activity Name	Orig Dur	Start	Finish	2026											
						Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
1	<b>Litchfield Park Library Reflection</b>		239	05-Sep-25 A	14-Aug-26												
2	<b>Summary &amp; Milestones</b>		239	05-Sep-25 A	14-Aug-26												
3	<b>Summary</b>		181	20-Oct-25 A	14-Aug-26												
4	SUM-CON-C	Summary - Construction Duration (Calendar Days)	261	20-Oct-25 A	14-Aug-26												Summ
5	SUM-CON-W	Summary - Construction Duration (Work Days)	181	20-Oct-25 A	14-Aug-26												Summ
6	<b>Milestones</b>		239	05-Sep-25 A	14-Aug-26												
7	MIL-1000	Project Award - Building	0	05-Sep-25 A		◆											
8	MIL-1100	Project Award	0	10-Sep-25 A		◆											
9	MIL-1050	Project Award - Civil	0	15-Sep-25 A		◆											
10	MIL-1010	Start Construction	0	20-Oct-25 A			◆										
11	MIL-1040	NTP	0	20-Oct-25 A			◆										
12	MIL-1060	Ground Breaking	0	28-Oct-25 A			◆										
13	MIL-1110	Start Masonry	0	05-Jan-26 A						◆							
14	MIL-1120	Structure Complete	0		27-Feb-26						◆						
15	MIL-1080	Building Temp Dry In	0		09-Apr-26							◆					
16	MIL-1090	Building Power On	0		14-May-26								◆				
17	MIL-1020	Substantial Completion	0		21-Jul-26											◆	
18	MIL-1030	Contract Completion	0		14-Aug-26*												◆
19	MIL-1070	Final Acceptance	0		14-Aug-26												◆
20	<b>Preconstruction</b>		30	15-Oct-25 A	16-Jan-26												
21	<b>Permitting</b>		30	15-Oct-25 A	16-Jan-26												
22	PMT-1000	At Risk Grading	5	15-Oct-25 A	05-Nov-25 A												
23	PMT-1010	Civil Permit	16	20-Oct-25 A	16-Jan-26												
24	PMT-1020	Building Permit	15	20-Oct-25 A	14-Nov-25 A												
25	PMT-1030	At Risk Permit Civil Issued	5	14-Nov-25 A	19-Nov-25 A												
26	<b>Procurement</b>		158	12-Sep-25 A	21-Apr-26												
27	<b>Contracts</b>		47	12-Sep-25 A	20-Nov-25 A												
28	SUB-1010	Subcontract - Masonry	15	12-Sep-25 A	28-Oct-25 A												
29	SUB-1040	Subcontract - Electrical	15	12-Sep-25 A	15-Oct-25 A												
30	SUB-1100	Subcontract - Earthwork	15	17-Sep-25 A	13-Oct-25 A												
31	SUB-1050	Subcontract - Wet Utilities	15	19-Sep-25 A	23-Oct-25 A												
32	SUB-1020	Subcontract - Concrete	15	22-Sep-25 A	23-Oct-25 A												
33	SUB-1070	Subcontract - Doors & Hardware	15	08-Oct-25 A	20-Nov-25 A												
34	SUB-1000	Subcontract - Structural Steel	15	13-Oct-25 A	05-Nov-25 A												
35	SUB-1110	Subcontract - Fire Sprinklers (Deferred Submittal)	15	13-Oct-25 A	11-Nov-25 A												
36	SUB-1120	Subcontract - Fire Alarm (Deferred Submittal)	15	13-Oct-25 A	11-Nov-25 A												
37	SUB-1030	Subcontract - Plumbing	15	22-Oct-25 A	07-Nov-25 A												
38	SUB-1090	Subcontract - Mechanical	15	22-Oct-25 A	30-Oct-25 A												
39	<b>Material Procurement</b>		138	12-Sep-25 A	21-Apr-26												
40	<b>Masonry</b>		76	06-Oct-25 A	23-Jan-26												
41	PRO-1000	Submittal Prep - Masonry	10	06-Oct-25 A	22-Oct-25 A												
42	PRO-1030	A/E Review / Approve - Masonry	2	22-Oct-25 A	23-Oct-25 A												
43	PRO-1040	PO Creation - Masonry	2	24-Oct-25 A	28-Oct-25 A												
44	PRO-1090	Fab / Deliver - Masonry	10	28-Oct-25 A	19-Nov-25 A												
45	PRO-1300	Fab / Deliver - Red Brick Veneer	60	28-Oct-25 A	23-Jan-26												
46	<b>Electrical Gear</b>		102	12-Sep-25 A	02-Mar-26												
47	PRO-1010	Submittal Prep - Electrical Gear	10	12-Sep-25 A	06-Oct-25 A												
48	PRO-1050	A/E Review / Approve - Electrical Gear	10	07-Oct-25 A	19-Oct-25 A												
49	PRO-1100	PO Creation - Electrical Gear	2	20-Oct-25 A	21-Oct-25 A												

█ Remaining Level of Effort   
 █ Actual Work   
 █ Critical Remaining Work  
█ Actual Level of Effort   
 █ Remaining Work   
 ◆ Milestone



#	Activity ID	Activity Name	Orig Dur	Start	Finish	2026												
						Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	
50	PRO-1120	Fab / Deliver - Electrical Gear	90	22-Oct-25 A	02-Mar-26													
51	PRO-1260	Fab / Deliver Panel Boards	40	22-Oct-25 A	16-Jan-26													
52	<b>Steel Trusses</b>		81	13-Oct-25 A	20-Feb-26													
53	PRO-1020	Submittal Prep - Steel Trusses	20	13-Oct-25 A	07-Nov-25 A													
54	PRO-1060	A/E Review / Approve - Steel Trusses	10	07-Nov-25 A	11-Nov-25 A													
55	PRO-1110	PO Creation - Steel Trusses	1	12-Nov-25 A	12-Nov-25 A													
56	PRO-1130	Fab / Deliver - Steel Trusses	50	13-Nov-25 A	20-Feb-26													
57	<b>Storefront</b>		91	03-Nov-25 A	02-Apr-26													
58	PRO-1070	Submittal Prep	30	03-Nov-25 A	02-Dec-25 A													
59	PRO-1150	A/E Review / Approve	10	03-Dec-25 A	12-Dec-25 A													
60	PRO-1180	PO Creation	2	02-Jan-26 A	12-Jan-26 A													
61	PRO-1190	Fab / Deliver - Aluminium Frames	40	13-Jan-26 A	09-Mar-26													
62	PRO-1200	Field Measure - Storefront	2	05-Feb-26	06-Feb-26													
63	PRO-1210	Fab / Deliver - Insulated Glass	25	27-Feb-26	02-Apr-26													
64	<b>Doors &amp; Hardware</b>		104	03-Nov-25 A	21-Apr-26													
65	PRO-1080	Submittal Prep	20	03-Nov-25 A	11-Dec-25 A													
66	PRO-1140	A/E Review / Approve (Back and Forth)	10	11-Dec-25 A	23-Jan-26													
67	PRO-1160	PO Creation	2	26-Jan-26	27-Jan-26													
68	PRO-1170	Fab / Deliver - Doors and Hardware	60	28-Jan-26	21-Apr-26													
69	<b>Concrete</b>		28	20-Oct-25 A	19-Nov-25 A													
70	PRO-1220	Submittal Prep - Concrete / Rebar	10	20-Oct-25 A	05-Nov-25 A													
71	PRO-1230	A/E Review / Approve - Concrete	10	07-Nov-25 A	12-Nov-25 A													
72	PRO-1250	Fab / Deliver - Rebar	5	12-Nov-25 A	19-Nov-25 A													
73	<b>Deferred Submittals</b>		53	12-Nov-25 A	03-Feb-26													
74	<b>Fire Protection</b>		53	12-Nov-25 A	03-Feb-26													
75	DS - 1000	Fire Sprinkler Submittal Prep	20	12-Nov-25 A	06-Jan-26 A													
76	DS - 1010	Fire Sprinkler Submission for Permitting	0		06-Jan-26 A													
77	DS - 1020	Fire Sprinkler Permitting \ Design Review	20	07-Jan-26 A	03-Feb-26													
78	DS - 1030	Fire Sprinkler Review Complete	0		03-Feb-26													
79	<b>Fire Alarm</b>		46	12-Nov-25 A	23-Jan-26													
80	DS - 1040	Fire Alarm Submittal Prep	20	12-Nov-25 A	23-Dec-25 A													
81	DS - 1050	Fire Alarm Submission for Permitting	0		23-Dec-25 A													
82	DS - 1060	Fire Alarm Permitting \ Design Review	20	24-Dec-25 A	23-Jan-26													
83	DS - 1070	Fire Alarm Review Complete	0		23-Jan-26													
84	<b>ASI \ RFI's</b>		70	01-Oct-25 A	07-Jan-26 A													
85	<b>RFI# 1 Faux Wood Warranty</b>		59	01-Oct-25 A	17-Dec-25 A													
86	RFI_1_1000	RFI Submit	0	01-Oct-25 A														
87	RFI_1_1010	A/E Review	15	01-Oct-25 A	17-Dec-25 A													
88	RFI_1_1020	RFI # 1 Design Return	0		17-Dec-25 A													
89	<b>RFI# 2 Drywell Alternate</b>		29	01-Oct-25 A	04-Nov-25 A													
90	RFI_2_1030	RFI Submit	0	01-Oct-25 A														
91	RFI_2_1040	A/E Review	15	01-Oct-25 A	04-Nov-25 A													
92	RFI_2_1050	RFI # 2 Design Return	0		04-Nov-25 A													
93	<b>RFI# 3 Densglass Roof Assembly</b>		70	01-Oct-25 A	07-Jan-26 A													
94	RFI_3_1000	RFI Submit	0	01-Oct-25 A														
95	RFI_3_1010	A/E Review	15	01-Oct-25 A	07-Jan-26 A													
96	RFI_3_1020	RFI # 3 Design Return	0		07-Jan-26 A													
97	<b>RFI# 4 Retaining Wall Footing Detail</b>		18	01-Oct-25 A	15-Oct-25 A													
98	RFI_4_1000	RFI Submit	0	01-Oct-25 A														
99	RFI_4_1010	A/E Review	15	01-Oct-25 A	15-Oct-25 A													

█ Remaining Level of Effort   
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#	Activity ID	Activity Name	Orig Dur	Start	Finish	2026												
						Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	
100	RFL_4_1020	RFL # 4 Design Return	0		15-Oct-25 A		◆											
101	<b>Field Verified (QC)</b>		93	01-Dec-25 A	09-Apr-26													
102	<b>Design</b>		37	01-Dec-25 A	21-Jan-26													
103	QC - 1000	Document Review	10	01-Dec-25 A	09-Dec-25 A													
104	QC - 1010	Design Resolution - AE Response	5	09-Dec-25 A	12-Jan-26 A													
105	QC - 1020	Trade Partner Coordination	5	13-Jan-26 A	13-Jan-26 A													
106	QC - 1030	Construction Checklist	3	16-Jan-26	20-Jan-26													
107	QC - 1040	Testing Matrix	1	21-Jan-26	21-Jan-26													
108	<b>Construction</b>		59	19-Jan-26	09-Apr-26													
109	QC - 2000	Site inspection 1A - Mock Up	1	19-Jan-26	19-Jan-26													
110	QC - 2010	Site Inspection 2A - Roof	1	16-Mar-26	16-Mar-26													
111	QC - 2020	Site Inspection 2B - Roof	1	24-Mar-26	24-Mar-26													
112	QC - 2080	Site Inspection - 4A - Glazing	1	30-Mar-26	30-Mar-26													
113	QC - 2090	Site Inspection - 4B - Glazing	1	31-Mar-26	31-Mar-26													
114	QC - 2030	Site Inspection 2C - Roof	1	01-Apr-26	01-Apr-26													
115	QC - 2040	Site Inspection 3A - EIFS	1	06-Apr-26	06-Apr-26													
116	QC - 2050	Site Inspection 3B - EIFS	1	07-Apr-26	07-Apr-26													
117	QC - 2060	Site Inspection 3C - EIFS	1	08-Apr-26	08-Apr-26													
118	QC - 2070	Site Inspection 3D - EIFS	1	09-Apr-26	09-Apr-26													
119	<b>Performance</b>		2	30-Mar-26	31-Mar-26													
120	QC - 3000	Water Infiltration Testing 1	1	30-Mar-26	30-Mar-26													
121	QC - 3010	Water Infiltration Testing 2	1	31-Mar-26	31-Mar-26													
122	<b>Construction</b>		180	20-Oct-25 A	06-Jul-26													
123	<b>Mobilization</b>		5	20-Oct-25 A	24-Oct-25 A													
124	MOB-1000	Mobilization / Site Setup	5	20-Oct-25 A	24-Oct-25 A													
125	<b>Civil</b>		96	20-Oct-25 A	06-Mar-26													
126	<b>Earthwork</b>		70	20-Oct-25 A	29-Jan-26													
127	CV-1070	Clear / Grub	5	20-Oct-25 A	24-Oct-25 A													
128	CV-1000	Site Survey	2	23-Oct-25 A	24-Oct-25 A													
129	CV-1010	Grading / Building Pad	10	27-Oct-25 A	07-Nov-25 A													
130	CV-1080	Grading Parking Lot Area (Partial) balance lot for utilities	3	11-Nov-25 A	13-Nov-25 A													
131	CV-1060	Building Pad certification (Blue Top)	3	12-Nov-25 A	12-Nov-25 A													
132	CV-1090	Complete Grading Parking Lot	2	28-Jan-26	29-Jan-26													
133	<b>Mount Proch (School District Spoil Pile Over Property Line)- McCarthy Work</b>		50	13-Nov-25 A	27-Jan-26													
134	CV-2000	Spoil Pile Relocation - Requested 7 days from 1/19 -1/27 to complete	40	13-Nov-25 A	27-Jan-26													
135	CV-2010	Resume Grading Parking Lot \ Storm Drain Install Completion	0		27-Jan-26													
136	<b>Wet Utilities</b>		18	28-Jan-26	20-Feb-26													
137	CV-1030	Sewer	6	28-Jan-26	04-Feb-26													
138	CV-1020	Storm Drain	15	02-Feb-26	20-Feb-26													
139	CV-1040	Water	10	05-Feb-26	18-Feb-26													
140	<b>Dry Utilities</b>		10	23-Feb-26	06-Mar-26													
141	CV-1050	UG Electrical Infrastructure	10	23-Feb-26	06-Mar-26													
142	<b>Mock Up</b>		18	20-Jan-26	12-Feb-26													
143	<b>Exterior</b>		13	20-Jan-26	05-Feb-26													
144	MCK - 1000	Mock Up 1	10	20-Jan-26	02-Feb-26													
145	MCK - 1010	AIO Review	3	03-Feb-26	05-Feb-26													
146	<b>Interior</b>		13	27-Jan-26	12-Feb-26													
147	MCK - 1020	Mock Up - Concrete	5	27-Jan-26	02-Feb-26													
148	MCK - 1030	AIO Review	5	06-Feb-26	12-Feb-26													
149	<b>Structure</b>		81	17-Nov-25 A	13-Mar-26													

█ Remaining Level of Effort   
 █ Actual Work   
 █ Critical Remaining Work  
█ Actual Level of Effort   
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 ◆ Milestone



#	Activity ID	Activity Name	Orig Dur	Start	Finish	2026											
						Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
150	<b>Foundations</b>		35	17-Nov-25 A	31-Dec-25 A												
151	STR-1130	Rain Event	5	17-Nov-25 A	21-Nov-25 A												
152	STR-1070	Footings Layouts	1	17-Nov-25 A	17-Nov-25 A												
153	STR-1010	Footings	7	22-Nov-25 A	12-Dec-25 A												
154	STR-1100	Electrical UG BLDG Pad	5	03-Dec-25 A	09-Dec-25 A												
155	STR-1020	Masonry Stem Wall	4	09-Dec-25 A	15-Dec-25 A												
156	STR-1000	UG Plumb Rough-in	5	11-Dec-25 A	17-Dec-25 A												
157	STR-1110	Electrical Floor Boxes	3	29-Dec-25 A	31-Dec-25 A												
158	<b>SOG</b>		14	18-Dec-25 A	08-Jan-26 A												
159	STR-1030	SOG Prep	3	18-Dec-25 A	24-Dec-25 A												
160	STR-1120	Trade Partner Coordination	5	18-Dec-25 A	02-Jan-26 A												
161	STR-1080	Vapor Barrier \ Rebar \ Inspection	1	31-Dec-25 A	02-Jan-26 A												
162	STR-1090	Place Concrete	1	05-Jan-26 A	05-Jan-26 A												
163	STR-1040	Conc Cure SOG	3	06-Jan-26 A	08-Jan-26 A												
164	<b>Masonry</b>		27	05-Jan-26 A	10-Feb-26												
165	STR-1050	Masonry (All Lifts)	20	05-Jan-26 A	06-Feb-26												
166	STR-1140	Masonry Columns	5	04-Feb-26	10-Feb-26												
167	<b>Structural Steel</b>		15	23-Feb-26	13-Mar-26												
168	STR-1060	Install Steel Trusses / Decking	5	23-Feb-26	27-Feb-26												
169	STR-1150	Decking	5	09-Mar-26	13-Mar-26												
170	<b>Building Exterior</b>		58	04-Feb-26	24-Apr-26												
171	<b>Roof</b>		10	16-Mar-26	27-Mar-26												
172	EXT-1000	Install Roofing	10	16-Mar-26	27-Mar-26												
173	<b>Exterior Skin</b>		58	04-Feb-26	24-Apr-26												
174	EXT-1100	Caulk Main Control Joint	3	04-Feb-26	06-Feb-26												
175	EXT-1010	Install Brick Veneer	10	09-Feb-26	20-Feb-26												
176	EXT-1020	Install Concrete Sills	5	16-Feb-26	20-Feb-26												
177	EXT-1030	Electric Lighting Rough-in	10	16-Mar-26	27-Mar-26												
178	EXT-1070	Install Faux Wood	7	16-Mar-26	24-Mar-26												
179	EXT-1080	Framing	10	16-Mar-26	27-Mar-26												
180	EXT-1050	Install Glazing & Storefront	15	30-Mar-26	17-Apr-26												
181	EXT-1090	Install Denz Board \ Drywall	5	30-Mar-26	03-Apr-26												
182	EXT-1040	Install EIFS	10	06-Apr-26	17-Apr-26												
183	EXT-1060	Install Lights	5	20-Apr-26	24-Apr-26												
184	<b>Interior Buildout</b>		79	16-Mar-26	06-Jul-26												
185	<b>Wall Rough-in</b>		32	16-Mar-26	28-Apr-26												
186	INT-1000	Layout - Interior	1	16-Mar-26	16-Mar-26												
187	INT-1010	Framing	7	16-Mar-26	24-Mar-26												
188	INT-1030	I / W Electrical Rough-in	10	20-Mar-26	02-Apr-26												
189	INT-1340	I / W Reinforcements	3	20-Mar-26	24-Mar-26												
190	INT-1350	I / W Plumbing Rough-in	10	20-Mar-26	02-Apr-26												
191	INT-1060	Drywall	7	10-Apr-26	20-Apr-26												
192	INT-1100	Tape & Finish Drywall	6	21-Apr-26	28-Apr-26												
193	<b>Ceiling Rough-in</b>		30	26-Mar-26	06-May-26												
194	INT-1300	OH Mechanical Rough-In	15	26-Mar-26	15-Apr-26												
195	INT-1310	OH Electrical Rough-In	15	30-Mar-26	17-Apr-26												
196	INT-1290	OH Fire Sprinklers	15	01-Apr-26	21-Apr-26												
197	INT-1020	OH Plumbing Rough-in	15	06-Apr-26	24-Apr-26												
198	INT-1070	Ceiling Framing (Hard Lids)	10	07-Apr-26	20-Apr-26												
199	INT-1320	OH Inspection	2	08-Apr-26	09-Apr-26												

█ Remaining Level of Effort   
 █ Actual Work   
 █ Critical Remaining Work  
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**CITY COUNCIL  
COMMUNICATION**

**Reports Item VI.B.6  
Magistrate Court Monthly Report**

**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:** Craig L. Jennings, Magistrate Judge  
**Through:** Matthew Williams, City Manager  
**Meeting Date:** 2/18/2026  
**Presenter:** Craig Jennings, Presiding Magistrate Judge

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**RECOMMENDED MOTION:**

N/A

**BACKGROUND/DISCUSSION:**

See attached report.

**STAFF RECOMMENDATION:**

N/A

**FINANCIAL IMPACT:**

N/A

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**ATTACHMENTS:**

1. January 2026 Monthly Data Report - Litchfield Park Magistrate Court

**Date:** February 2, 2026  
**To:** Matthew Williams, City Manager  
**From:** Abril Ruiz-Ortega, Court Administrator  
**Thru:** Craig L. Jennings, Presiding Judge  
**Re:** January 2026 Monthly Data Report – Litchfield Park Magistrate Court

**January 2026 Workload Indicators**

<b>Litchfield Park Magistrate Court Caseload Indicators</b>	
Civil Traffic Violations	<b>244</b>
Criminal Traffic Violations	<b>16</b>
Misdemeanor Violations	<b>3</b>
Felony	<b>0</b>
Local Ordinance – Parking Violations	<b>0</b>
Local Non-Criminal – Other & Civil Violations	<b>0</b>
Orders of Protection & Injunction Harassment	<b>1</b>
<b>Total Number of Filings</b>	<b>264</b>

<b>Trials/Hearings Held</b>	
Civil Traffic Hearings Held	<b>0</b>
Criminal Traffic Trials Held	<b>0</b>
Criminal Misdemeanor Trials Held	<b>0</b>
Civil Hearings Held – OP’s & IH’s	<b>1</b>
Domestic Violence Indicator	<b>1</b>
Search Warrants	<b>0</b>
<b>Total Number of Matters</b>	<b>2</b>

Note: Data is derived from the AOC Civil Caseload Summary and Misdemeanor/Criminal/Civil Traffic Caseload Summary by Charge Reports.

**Miscellaneous Workload Indicators**

<b>Avondale City Court Miscellaneous Indicators</b>	
Self-Represented Litigants	<b>261</b>
Weddings	<b>0</b>
Court Security Screen Counts	<b>41</b>
Scheduled Interpreter Services Provided	<b>4</b>
Active Warrants	<b>159</b>
<b>Total</b>	<b>465</b>



**CITY COUNCIL  
COMMUNICATION**

**Consent Agenda Item VII.A  
Approval of Minutes**

**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:** Terri Roth, City Clerk  
**Through:** Matthew Williams, City Manager  
**Meeting Date:** 2/18/2026  
**Presenter:** Terri Roth, City Clerk

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**RECOMMENDED MOTION:**

**MOVE TO APPROVE THE JANUARY 21, 2026 WORK STUDY SESSION AND REGULAR MEETING MINUTES.**

**BACKGROUND/DISCUSSION:**

N/A

**STAFF RECOMMENDATION:**

Staff recommends approval.

**FINANCIAL IMPACT:**

N/A

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**ATTACHMENTS:**

1. 012126 WSS Minutes - DRAFT
2. 012126 REG minutes - DRAFT

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Wednesday, January 21, 2026

Work Study Session Meeting

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**I. Call to Order**

The meeting was held in the Library Community Room and called to order by Vice Mayor Faith at 6:00 PM. A video recording of the meeting can be viewed [here](#).

**Present:** Mayor Thomas L. Schoaf (Zoom), Vice Mayor Paul Faith, Council Member Suzanne Allen, Council Member Lisa Brainard Watson, Council Member Ron Clair, Council Member Andrew Fraser, Council Member Justin James

**Staff:** Matthew Williams, City Manager; Terri Roth, City Clerk; Joe Estes, City Attorney; Paige Peterson, Asst. City Mgr./Director of Finance; Maria Ceaglske, Deputy City Clerk; Keith Drunasky, City Engineer; Randy Proch, Planning Director; Lisa Adams Williams, Director of Human Resources; Yosha Brunson Kuhl, Communications Director; Dawn Morocco, IT Technician; Pat McCoy, Youth Sports Coordinator; Tricia Kramer, Community & Recreation Services Director, Troy White, Interim Director of Public Works

**Attendees:** Sgt. Othon and Sgt. Emmett, Avondale PD

**II. Pledge of Allegiance**

Vice Mayor Faith led the Pledge of Allegiance.

**III. Business**

**A. Naming of New Public Library and Hilltop Park**

Mr. Williams stated he is looking for general direction from Council, and these items are not for a vote.

The new library is scheduled to open August 2026, and he suggested Council begin considering names. He suggested keeping the current library name the same and shared several options for the naming of the new library, including scheduling a public meeting for input. He asked Council to consider laying out a process like they do for appropriations. Part of the process would include Council to decide on three names and rank in preference and bring this back in February. Mayor does not feel it is appropriate for public input. General direction is set for February for final decision.

Mr. Proch made a brief presentation and provided suggested names for the naming of the park. Council suggested narrowing to three choices and rank. Mayor Schoaf believes the branding of the hilltop should be in concert of all the items on the hilltop.

**B. City Vision Statement**

Ms. Kuhl is looking for Council direction on the options presented. Council Member Allen is amenable to updating and likes Option 2. Council Member James supports this option as well.

Council Member Brainard Watson likes Option 2 but wants to change 'historic charm' to the current statement 'beauty, heritage, and community values'. Mayor Schoaf has concerns about the statement 'responsible growth'.

Following a brief discussion, this item will be brought back for a formal vote.

**C. Litchfield Park Strategic Plan**

Mr. Williams stated the City does not have a Strategic Plan and believes it's a good idea to have. Following a brief discussion, the direction to Staff is to include measurables and bring back for further discussion.

**D. Community Buildings Public Input**

Mr. Proch reviewed the results of the recent public input meeting that was held related to city-owned buildings. Council Member James asked if he could send out another postcard asking for additional input and Council Member Brainard Watson wants demographic info included.

**E. Accessory Structures Compliance**

Mr. Proch provided information related to the current processes that Staff follows related to compliance of non-compliant complaints. He shared that the City code conflicts with the International Fire Code (IFC), which is typically the governing document that is followed for building structures. There is concern and is asking for Council direction on how Staff should respond to issues that are not receiving complaints from residents or does Staff only respond and enforce only when complaints are submitted.

In response to Vice Mayor Faith, Mr. Estes stated he would have to further research the IFC to ensure the City has no liability for non-enforcement of non-compliant structures.

**IV. 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 item was not held.

**V. Adjournment**

Vice Mayor Faith adjourned the regular meeting at 7:22 PM.

**APPROVED:**

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Paul J. Faith, Vice Mayor  
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**CERTIFICATION**

I, Terri Roth, MMC, City Clerk. hereby certify that the foregoing minutes are a true and correct copy of the minutes of the work study session of the City Council of the City of Litchfield Park held on Wednesday, January 21, 2026. I further certify that the meeting was duly called and held and that a quorum was present.

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

**I. Call to Order**

The meeting was held in the Library Community Room and called to order by Vice Mayor Faith at 7:22 PM. A video recording of the meeting can be viewed [here](#).

**Present:** Mayor Thomas L. Schoaf (Zoom), Vice Mayor Paul Faith, Council Member Suzanne Allen, Council Member Lisa Brainard Watson, Council Member Ron Clair, Council Member Andrew Fraser, Council Member Justin James

**Staff:** Matthew Williams, City Manager; Terri Roth, City Clerk; Joe Estes, City Attorney; Paige Peterson, Asst. City Mgr./Director of Finance; Maria Ceaglske, Deputy City Clerk; Keith Drunasky, City Engineer; Randy Proch, Planning Director; Lisa Adams Williams, Director of Human Resources; Yosha Brunson Kuhl, Communications Director; Dawn Morocco, IT Technician; Pat McCoy, Youth Sports Coordinator; Tricia Kramer, Community & Recreation Services Director, Troy White, Interim Director of Public Works

**Attendees:** Sgt. Othoan and Emmett, Avondale PD, Chief Wayne, GYFD, and Steven Palmer.

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

**Council Member Brainard Watson** attended the first ever Employee Holiday Dinner and enjoyed it. She also attended the Thank You Gathering and the Charette that Mr. Proch hosted.

**Council Member James** attended the Tree Lighting ceremony and commended Staff on its success. He also attended the Christmas in the Park parade and the Patriot All-America Golf Tournament. All events were well attended.

**Council Member Allen** stated this council meeting marks her first year as a Council Member, which is really special. She participated in the parade as well and was overcome with emotion sharing with her family. She and Ms. Peterson attended a civic leader event at Nellis Air Force Base, facilitated by Luke Air Force Base. She enjoyed the opportunity to attend and thanked those who assisted.

**Council Member Fraser** echoed Council Member James and Allen regarding the parade. His family enjoyed it. He reported the Colorado River Water Association will have their annual conference in Las Vegas, which will host all seven basin states who share the Colorado River. He stated the situation with this is dire, stating the seven states are not getting along and believes the federal government will step in to tell us how to share the water. Arizona has the largest delegation that shows up to these meetings and as a State, we are extremely dependent upon this water. As a city, we are not directly affected as we do not have any Colorado River water resources that we depend on, but the cities around us will. It is unknown whether these cuts will be felt by agriculture or municipalities.

**Council Member Clair** echoed the sentiments of the holidays this year. A lot of effort was put in to make the City

look great. The Mavericks did a great job with the Patriot All-America tournament, as well as the City. It was a great turnout. He thought the parade was the best one he had participated in and commended Ms. Kramer.

**Mayor Schoaf** reported what he had on his calendar during the holidays, including 18-20 meetings he attended outside City Hall, some of which included state budget and data centers. He highlighted his meeting with the Superintendent of Agua Fria and their project is moving along according to plan. There will be two weeks of performances in the academy for the grand opening of the Performing Arts Center. He will share the schedule when it's received. He also met with Sun Health and they have agreed they need more commercial in their project. They learned that the infrastructure costs have increased 50-60% for their development. They will be submitting revised plans to utilize their corners better. They understand that the commercial space must fit in with the La Loma community and the City. They discussed including a small hotel for the area that would accommodate visitors to LAFB. This is good news for the City as it will help pay for the costs of development.

**Vice Mayor Faith** was honored to attend the flag raising for Space Force. He enjoyed the parade, the golf tournament, the arts festival and car show. He also attended the Governor's State of the State speech with the Mayor, Council Member Allen and Staff. He also attended the public input meeting regarding the reuse of City-owned buildings. He enjoyed the concert at The Wigwam and commented on the attendance and quality of the band. He wasn't sure what the culprit was that kept the attendance low. He announced the Trout Derby is on Saturday, January 24, a public meeting on the 27th for an update on current projects and the Historical Society's annual meeting on the 29th. Registration is open for the Litchfield Fun Run and the P.W. Litchfield Heritage Center is getting ready to break ground on their project.

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

Mr. Williams stated his report is in the packet and welcomes any questions. He echoed the comments on the parade. He commended Ms. Kramer and the Public Works Staff. He thanked the Council for the Winter Closure. He introduced Mr. Troy White, Interim Public Works Director.

Vice Mayor Faith asked what Sun Health's At-Risk Permit was. Ms. Peel explained it is a 6,000 sq. ft. space for their residents to gather. Other properties have this to allow about 200 residents to gather for various reasons. They are under construction at the moment and are finalizing a few items needed for full permits.

Council Member Brainard Watson requested that two people attend the meeting with Candy Vermillion.

### IV. Call to the Community

Mr. Carter Wilson announced the church will be holding an event, so the shared parking lot at Staggs Park will not be available to the public on February 14th from 7AM - 2 PM.

Ms. Susan Plitz, 205 Neolin, wanted to speak about the Accessory Structure item on the WSS agenda. She has been a resident for 30 years and has a non-compliant shed that has been reported to the City. She admitted they did not do their due diligence because there was a pad already existing when they purchased the home 9 years ago. She did receive consent from her surrounding neighbors prior to erecting. She stated two years ago, John Blackwell and his girlfriend Katie Howard moved in to the north of her and in early 2025, they installed a non-permitted parking pad on her property line and then trespassed on her property to access said pad. She went to the City for help on the trespassing and the City required Mr. Blackwell to make a very minor change and issued an administrative permit for said pad. Since then, they have made a very frivolous complaint about the shed, which is on the opposite side of the property from them and she feels this is in retaliation for reporting them for the trespassing.

When she spoke to the City about this, stating their have been no complaints for eight years, she was told that the City enforces structural complaints when they are received. She attempted to apply for a variance, but was told it would not be approved. She believes the City can change the use of selective enforcement, to alleviate the harassment and retaliation against other neighbors. She thinks it's silly that sheds that have been in place for a number of years, can be subject to retaliation from their neighbors. She hopes that the process for variance meetings can be made easier for residents.

## V. Presentations

### A. Fiscal Year 2025 Audit Report

**DISCUSSED**

Mr. Palmer congratulated Ms. Peterson and the City on the recent certificate received from GFOA regarding a separate audit of finances. He reviewed his report and found no issues. He thanked the Staff for making his job easier when he performs these audits. They are extremely helpful. He announced that Hinton Burdick had merged with another firm called Squire. They are not anticipating any changes to their clientele, fee structure, or procedures. The only difference the City will notice is the name on the letterhead.

Vice Mayor Faith thanked him for his service to the City and to staff for the information they provided. He is proud of the current and previous Council in their ability to be financially responsible.

### B. City Manager's Annual Report

There were no questions from Council.

## VI. Reports

### A. Public Safety Services Monthly Reports

#### 1. Goodyear Fire Department

Deputy Chief Wayne reviewed the reports, with nothing further to add. There were no questions from Council. Vice Mayor Faith thanked him and his team for their service.

#### 2. Avondale Police Department

Sgt. Emmett reviewed with nothing further to add. In response to Council Member James, Mr. Williams stated he does receive concerns about privacy issues, but he stated the police are the only ones who see any report. The cameras are tag readers only. He responded to various questions from the Council. Vice Mayor Faith thanked him and his team for their service.

### B. Staff Monthly Reports

#### 1. Finance Monthly Report

Ms. Peterson highlighted certain items in her report and responded to Council's questions.

#### 2. Contamination / Plume Update

Mr. Drunasky reviewed his report with nothing further to add. He did report there is a lack of movement on

the wells at LAFB due to lack of funds and low priority.

### **3. Capital Improvement Projects (CIP) Update**

Mr. Drunasky highlighted a few items.

Council Member Clair suggested that additional steps be taken to minimize the amount of accidents happening in the roundabout.

Council Member Allen asked him to consider the noise of the rumble strips if installed near residential homes.

Council Member James asked that Staff keep an eye on the on-street parking at Camelback Park even after the parking lot has been completed. He also reported attention needs to be paid to fix the intersection at Camelback and Dysart Roads. Mr. Drunasky has approached the same contractor for the Camelback Park parking lot for a quote. It would be too large of a project for Public Works to perform. Mr. Drunasky provided a timeline for the completion of the Camelback Park perimeter wall.

### **4. Special Projects Update**

Mr. Proch gave a brief update on the several projects currently underway. In response to Council Member James, they are still searching for a solution for the redistribution of the dirt, which AFUHSD and McCarthy are responsible for removing. Council Member Fraser asked if they have considered the lot on Bethany Home Road and 303. He believes the owner is looking for fill, so the lot can be sold.

In response to Council Member Clair, Mr. Proch is receiving gantt charts from Waltz, Haydon and McCarthy and can combine them for a more accurate timeline. He may also just provide their charts in his report on the future for accuracy.

Mr. Williams added there are organizations that will take the dirt, it's the costs for transporting the dirt will be expensive and Agua Fria is looking for the best option.

### **5. Communications Update**

Ms. Brunson Kuhl stated measurable metrics were included in the December report per request. There were no other comments from Council.

### **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 CONSENT ITEMS A, E-G**

**MOVER** Council Member James, **SECONDER** Council Member Clair

**AYE:** Mayor Schoaf, Vice Mayor Faith, Council Member Allen, Council Member Brainard Watson, Council Member Clair, Council Member Fraser, Council Member James

**7 - 0 - 0 Passed**

**A. Approval of Minutes****APPROVED****MOVE TO APPROVE THE NOVEMBER 19, 2025 WORK STUDY SESSION AND REGULAR MEETING MINUTES****B. Camelback Road Pedestrian Underpass****APPROVED**

Council Member Allen asked if Staff is recommending the underpass as the sole solution to addressing the pedestrian crossings along Camelback Road. Mr. Williams stated no, and thinks they will use the crosswalk as well. He just wanted the Council's temperature. There has been no design and engineering started for this project, but does want to put the money into it if Council wants this. Planning for these improvements needs to happen now, as the development on Camelback Road has begun. Alternatives will be considered as part of the design process if an underpass is not pursued and be brought back to Council for approval. This project is not included in our CIP plan. This is just a request for approval to find proposals for design and engineering.

**MOVE TO APPROVE STAFF TO OBTAIN PROPOSALS FOR DESIGN & ENGINEERING PLANS FOR A PEDESTRIAN UNDERPASS UNDER CAMELBACK ROAD.**

**MOVER** Council Member Clair, **SECONDER** Council Member Brainard Watson

**AYE:** Mayor Schoaf, Vice Mayor Faith, Council Member Allen, Council Member Brainard Watson, Council Member Clair, Council Member Fraser, Council Member James

**7 - 0 - 0 Passed**

**C. Camelback Traffic Signals****APPROVED**

Council Member James asked if Staff is abandoning the potential roundabout at Villa Nueva and Camelback or moving the ball forward ahead of the roundabout with the traffic signal.

Mr. Williams stated that part of the proposal would be to look at alternatives to present to Council or proceed with the traffic signal or roundabout. Council can do either one at this intersection. However, the roundabout will cost more. He's looking for direction to plan for either a roundabout or a signal. There are pros and cons to both. A Design Concept Report (DCR) will be part of the early stages. The DCR includes anywhere from 15–30% design plans with good cost estimates.

**MOVE TO DIRECT STAFF TO OBTAIN PROPOSALS TO DESIGN AND ENGINEER TRAFFIC SIGNALS AT CAMELBACK ROAD AND VILLA NUEVA AND CAMELBACK ROAD AND VILLAGE PARKWAY AND INCLUDE A DESIGN CONCEPT REPORT NOT TO EXCEED \$75,000**

**MOVER** Council Member James, **SECONDER** Council Member Clair

Mayor Schoaf encouraged the Council to stay with the designs that have already been approved, rather than try to redesign them. If they start changing things, it will interfere with Sun Health's plans for their project.

**THE MOTION WAS WITHDRAWN AFTER FURTHER DISCUSSION**

Vice Mayor asked for clarification about Villa Nueva and Camelback Road. Mr. Williams suggested a traffic signal for Village Parkway and Camelback and a DCR for Villa Nueva and Camelback Road.

**MOVE TO AMEND THE ORIGINAL MOTION TO PERFORM A DCR AT CAMELBACK ROAD AND VILLA NUEVA AND PROCEED FORWARD WITH THE ENGINEERING TRAFFIC SIGNAL AT CAMELBACK ROAD AND VILLAGE PARKWAY**

**MOVER** Council Member James, **SECONDER** Council Member Clair

**AYE:** Mayor Schoaf, Vice Mayor Faith, Council Member Allen, Council Member Brainard Watson, Council Member Clair, Council Member Fraser, Council Member James

**7 - 0 - 0 PASSED**

**D. FY25/26 Pavement Management Construction Services**

Council Member Clair is concerned with the conditions of the roads that have not been maintained over the last two years. He doesn't believe that the map provided is as concise as it needs to be for the amount of work that needs to be done. This request only addresses three locations and some cul-de-sacs on the south side.

Mr. Drunasky stated there are additional maps for pavement replacement and mill and overlay. He explained the process for the sealing and reviewed the actual costs and timeline of previous work done. To his point, Mr. Drunasky stated there isn't always enough money to replace the road, so they perform crack seal, which includes a micro seal that extends the life for a couple of years until the road can be put into the rotation of full pavement replacement.

Further discussion included available funds, staffing, 100 item punch list, and the 10-year street plan.

**MOVE TO APPROVE THE FINAL DESIGN AND A COOPERATIVE PURCHASE CONTRACT WITH ROADRUNNER PAVING & ASPHALT MAINTENANCE, LLC PURSUANT TO A CONTRACT BETWEEN ROADRUNNER PAVING AND THE 1GOVERNMENT PROCUREMENT ALLIANCE (1GPA) COOPERATIVE IN AN AMOUNT NOT TO EXCEED \$600,000 TO PROVIDE PAVEMENT TREATMENTS FOR VARIOUS CITY STREETS AND AUTHORIZE THE MAYOR TO EXECUTE THE REQUIRED DOCUMENTS**

**MOVER** Council Member Brainard Watson, **SECONDER** Council Member Fraser

**AYE:** Mayor Schoaf, Vice Mayor Faith, Council Member Allen, Council Member Brainard Watson, Council Member Fraser, Council Member James

**NAY:** Council Member Clair

**6 - 1 - 0 Passed**

**E. Street Closures for Litchfield Park Run APPROVED**

**MOVE TO APPROVE STREET CLOSURES FOR THE FEBRUARY 28, 2026 LITCHFIELD PARK RUN**

**F. Street Closures for Litchfield Park Art and Wine Festival APPROVED**

**MOVE TO APPROVE STREET CLOSURES FOR THE LITCHFIELD PARK ART AND WINE FESTIVAL ON MARCH 7 AND 8, 2026**

**G. IT Disposal APPROVED**

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

**VIII. Business****A. 2026 City Council Meeting Schedule****APPROVED**

Mr. Williams suggested holding a special meeting in December if needed. Council Member Allen prefers having the meeting in December due to the amount of projects that are going on. Mayor Schoaf stated we can always schedule the meeting in December and cancel if needed.

**MOVE TO APPROVE THE 2026 CITY COUNCIL MEETING SCHEDULE AND CANCEL THE JULY REGULAR MEETINGS AND MOVE THE AUGUST 19 MEETING TO AUGUST 12, 2026**

**MOVER** Council Member Clair, **SECONDER** Council Member Allen

**AYE:** Mayor Schoaf, Vice Mayor Faith, Council Member Allen, Council Member Brainard Watson, Council Member Clair, Council Member Fraser, Council Member James

**7 - 0 - 0 Passed**

**B. Adoption of Resolution 26-598 Call of Election****ADOPTED**

Ms. Roth stated this resolution is no longer required, but it is best practice for tracking purposes. She stated the dates may change if the legislature approves HB2022, amending the deadlines for filing for the primary and general election. If they approve, the dates will be pushed back by a week and a Call of Election will need to be held again.

**MOVE TO ADOPT RESOLUTION 26-598 CALL OF ELECTION FOR THE AUGUST 4, 2026, PRIMARY ELECTION**

**MOVER** Council Member James, **SECONDER** Council Member Clair

**AYE:** Mayor Schoaf, Vice Mayor Faith, Council Member Allen, Council Member Brainard Watson, Council Member Clair, Council Member Fraser, Council Member James

**7 - 0 - 0**

**C. Approval of Attorney Rate Increase****APPROVED**

Vice Mayor Faith stated the rates requested are reasonable and recommended approval.

**MOVE TO APPROVE THE RATE INCREASE FOR PIERCE | COLEMAN**

**MOVER** Council Member Clair, **SECONDER** Council Member James

**AYE:** Mayor Schoaf, Vice Mayor Faith, Council Member Allen, Council Member Brainard Watson, Council Member Clair, Council Member Fraser, Council Member James

**7 - 0 - 0 Passed**

**D. Adoption of Resolution 26-597 Citywide Fee Schedule****ADOPTED**

Ms. Peterson stated this adds fees for traffic control to the current schedule. She stated due to the growing number of Special Events, it has necessitated the need for traffic control. Staff researched surrounding jurisdictions to determine appropriate fees. In response to Vice Mayor Faith, Mr. Drunasky stated these

fees will affect contractors and special events. It will not affect non-profits. In response to Council Member Allen, Mr. Drunasky stated loads of gravel are prohibited from being dropped in the street.

**MOVE TO ADOPT RESOLUTION 26-597 ESTABLISHING THE CITYWIDE FEE SCHEDULE TO ADD TRAFFIC CONTROL FEES.**

**MOVER** Council Member Brainard Watson, **SECONDER** Council Member Fraser

**AYE:** Mayor Schoaf, Vice Mayor Faith, Council Member Allen, Council Member Brainard Watson, Council Member Fraser, Council Member James

**NAY:** Council Member Clair

**6 - 1 - 0 Passed**

**E. Resolution 26-599 Personnel Policy Amendment HR-2044**

**TABLED**

Mr. Williams asked to remove this item.

**F. Approval of Final Hilltop Park Design**

**APPROVED**

Mr. Proch stated the initial process has been approved by Council. He confirmed the playground has been moved closer to the library and incorporated it into the event space. Restrooms are located behind the bandstand, next to the Public Works yard and one near the wedding terrace.

**MOVE TO APPROVE THE FINAL HILLTOP PARK DESIGN EXCLUDING THE PLAYGROUND AND INCLUDING A RESTROOM NEAR THE EVENT CENTER AND INSTALL UTILITIES, FILE NO. PZ-25-70, LOCATED AT 5374 N. LITCHFIELD ROAD AT LA LOMA SUBJECT TO THE EXHIBIT PROVIDED**

**MOVER** Council Member Clair, **SECONDER** Council Member Fraser

**AYE:** Mayor Schoaf, Vice Mayor Faith, Council Member Allen, Council Member Brainard Watson, Council Member Clair, Council Member Fraser, Council Member James

**7 - 0 - 0 Passed**

**G. Hilltop Park Contract**

**APPROVED**

This item was included in the discussion with VIII.F. Mr. Proch reviewed the items included in the proposed contract. The total cost for the entire project based off of the Engineer's estimate is \$5 million at today's price. If the project was divided into phases, costs would increase based on current pricing.

Taxes received from the construction of the school is estimated to be between \$2.1 and \$2.5 million. Mayor Schoaf confirmed the City will be out of pocket for less than \$1 million to do this project, but the asset is \$100 million, and we'll also receive taxes in the future.

Council Member Fraser stated the ground temperature during this time will be 95 degrees and discouraged any plantings during this time to avoid having to replant. He requested a planting schedule to ensure this doesn't happen.

**MOVE TO AUTHORIZE STAFF TO NEGOTIATE AND APPROVE A CONTRACT TO CONSTRUCT THE HILLTOP PARK FOR PHASE I TO EXCLUDE THE PLAYGROUND AND INCLUDE A RESTROOM NOT TO EXCEED \$2.5M AND AUTHORIZE THE MAYOR TO SIGN CONTRACT**

**MOVER** Council Member Clair, **SECONDER** Council Member James

**AYE:** Mayor Schoaf, Vice Mayor Faith, Council Member Allen, Council Member Brainard Watson, Council Member Clair, Council Member Fraser, Council Member James

**7 - 0 - 0 Passed**

**IX. Executive Session**

**MOVE TO CONVENE EXECUTIVE SESSION**

**MOVER** Council Member Brainard Watson, **SECONDER** Council Member Clair

**AYE:** Mayor Schoaf, Vice Mayor Faith, Council Member Allen, Council Member Brainard Watson, Council Member Clair, Council Member Fraser, Council Member James

**7 - 0 - 0 Passed**

The Executive Session convened at 10:37 PM.

- A. 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. Discussions may also include the Litchfield Square Community Facilities District and all Litchfield Square Development Agreements.**

This item was held.

**MOVE TO RECONVENE THE REGULAR MEETING**

**MOVER** Council Member Brainard Watson, **SECONDER** Council Member Clair

**AYE:** Mayor Schoaf, Vice Mayor Faith, Council Member Allen, Council Member Brainard Watson, Council Member Clair, Council Member Fraser, Council Member James

**7 - 0 - 0 Passed**

The regular meeting reconvened at 11:08 PM.

**X. Adjournment**

Vice Mayor Faith adjourned the regular meeting at 11:09 PM.

**APPROVED:**

\_\_\_\_\_  
Paul Faith, Vice 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, January 21, 2026. I further certify that the meeting was duly called and held and that a quorum was present.

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



**CITY COUNCIL  
COMMUNICATION**

**Consent Agenda Item VII.B  
Street Closures for Boy Scout  
Troop 99 Run**

**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:** Tricia Kramer, Community and Recreation Services Director  
**Through:** Matthew Williams, City Manager  
**Meeting Date:** 2/18/2026  
**Presenter:** Tricia Kramer, Community & Recreation Services Director

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**RECOMMENDED MOTION:**

**MOVE TO APPROVE STREET CLOSURES FOR BOY SCOUT TROOP 99'S "ARE YOU FASTER THAN A SCOUT" RUN ON MARCH 21, 2026**

**BACKGROUND/DISCUSSION:**

Boy Scout Troop 99 is requesting to host a 10K, 5K and 1 Mile fun run/walk on Saturday, March 21, 2026. This is the ninth year for this event and Troop 99 is anticipating 150 participants. This event is patterned after the Litchfield Park Run that takes place annually each February. Troop 99 will be using the same 10K, 5K, and 1 Mile racecourses as the City does. The races begin at 7:30 a.m. Setup for the event begins at 5:00 a.m. and teardown will be completed by 11:00 a.m.

The event is being coordinated by the members of Boy Scout Troop 99, based in Litchfield Park, and sponsored by The Church at Litchfield Park, which is the troop's charter organization. Troop 99 will have traffic cones placed on the roads to delineate the courses and keep runners safe. Members of the Avondale Police Department will be on hand to provide traffic safety support. Maps of the streets that are being requested for use are attached.

Boy Scouts of America is registered as a 501(c)(3) nonprofit organization and Troop 99 contributes to various activities in Litchfield Park each year as volunteers, including the Fall Festival of Arts, Christmas in the Park, and the Winter Trout Derby. Their run is being held as a fundraiser to support the troop's scouting activities, including summer camps and high adventure camps for their active scouts.

Troop 99 has submitted the proper Special Event Permit Application and supporting documents required for approval, including general liability insurance naming the City as an additional insured. Troop 99 is requesting to close the southbound lanes of Old Litchfield Road running south of Wigwam Blvd. to the south parking lot of the Litchfield Park Recreation Center from 5:00 a.m. until 10:00 a.m. to accommodate the event.

**STAFF RECOMMENDATION:**

Staff recommends approval.

**FINANCIAL IMPACT:**

There is no financial impact.

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**ATTACHMENTS:**

1. Troop 99 Run - Race Course Maps
2. Troop 99 Run - Race Info Flyer







# ARE YOU FASTER THAN A SCOUT?

March 21<sup>st</sup> 2026


9th Annual

5K / 10K RACE  
& 1 MILE FUN RUN



 Flat-Course

 Chip Timed

 Top 3 male/female finishers in each age group will receive an award

- Special Division For Scouts



## RACE EVENT

- Staffed by Troop 99 Scouts with support from Adult Volunteers

## RACE PROCEEDS

- 100% of proceeds go to fund Scouting activities including Summer Camps and High Adventure Camps for the Scouts in troop 99



REGISTER/SPONSOR

SCOUTS/ BSA





**CITY COUNCIL  
COMMUNICATION**

**Consent Agenda Item VII.C  
Camelback Road Intersection  
Emergency Repairs**

**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:** Keith Drunasky, City Engineer  
**Through:** Matthew Williams, City Manager  
**Meeting Date:** 2/18/2026  
**Presenter:** Keith Drunasky, City Engineer

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**RECOMMENDED MOTION:**

**MOVE TO APPROVE COOPERATIVE PURCHASE CONTRACT WITH NESBITT CONSTRUCTION CO, INC. PURSUANT TO A COOPERATIVE CONTRACT BETWEEN NESBITT AND THE CITY OF SCOTTSDALE, AZ FOR CIVIL/SITE WORK CONSTRUCTION SERVICES IN AN AMOUNT NOT TO EXCEED \$171,000 TO COMPLETE EMERGENCY REPAIRS AT THE INTERSECTIONS OF CAMELBACK RD/DYSART RD AND CAMELBACK RD/LITCHFIELD RD & APPROVE A NIGHT CLOSURE FOR THE PAVING OPERATION AT THE DYSART INTERSECTION AND AUTHORIZE THE MAYOR TO EXECUTE THE REQUIRED DOCUMENTS.**

**BACKGROUND/DISCUSSION:**

Recent concerns from residents and the traveling public have been forwarded to the City Engineer regarding hazardous conditions at the northeast quadrant of the Camelback Road & Litchfield Road intersection, as well as hazardous pavement conditions within the intersection of Camelback Road & Dysart Road intersection. These intersections were a part of the overall City of Litchfield Park annexation of the Camelback Road corridor between Village Parkway and 127th Avenue. Previously, these intersections were under the jurisdiction of M.C.D.O.T. It is evident that the existing roadway and pedestrian improvements at these locations have been neglected for some time, and are deteriorating. This corridor section is within the limits of a future capital improvement project, however, the current conditions cannot be permitted to exist without the potential to cause injury or damage to property.

Field inspections reveal that the northeast corner of Litchfield Road & Camelback Road have broken and cracked segments of grey and colored concrete within the accessible path, raveling and pitted as well as missing sections of asphalt pavement within the crosswalk and at the base of the pedestrian ramp. Considering this area was to be improved to better accommodate multimodal transportation, including pedestrians & golf carts, staff feels that since a contractor will be here to make repairs it makes the most economical and practical sense to have the same contractor modify the ramp size for the future condition at the same time. The total cost for these repairs and replacements is \$55,594 (refer to attached contractor proposal).

Field inspections revealed that the entire intersection of Dysart Road & Camelback Road has

asphalt pavement that is in a rapid deteriorating stage, which include missing top layers, heavy raveling & pavement heaving, large cracks and sporadic holes. This condition has declined since a similar field inspection by staff was completed approximately 18 months ago. Staff has also received over half a dozen complaints from the public regarding the condition of this intersection. Staff engaged Nesbitt to provide a proposal for just completing repairs (approximately \$40k) and for performing a complete mill and overlay of the intersection (\$106,750 - refer to attached contractor proposal). Staff feels that just completing the repairs will have a very moderate affect, is not guaranteed to remain intact because of all the adjacent damaged asphalt, and will not stop the remaining intersection pavement deterioration. Thus it is recommended that to move forward with a complete mill and overlay of the Dysart Road intersection.

Additionally, it is requested that Council approve a nighttime closure of the Dysart Road/Camelback Road intersection when traffic volumes are at their lowest, which will allow Nesbitt Contracting to complete the pavement replacement work in one single night, which will reduce impact on the traveling public and with minimal asphalt joints which will create a much better finished product.

**STAFF RECOMMENDATION:**

Staff recommends approval for intersection repairs, as presented.

**FINANCIAL IMPACT:**

The costs will not exceed \$171,000, which includes 5% (\$8,656.00) contingency allowance. Funding will come from Capital Contingency budget.

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**ATTACHMENTS:**

1. Litchfield Park - Camelback Corner Conc. Repair REV1 2-6-26
2. Litchfield Park - Camelback and Dysart Mill and Overlay Proposal 2-10-26

Nesbitt Contracting Co., Inc.  
 100 S. Price Rd.  
 Tempe, AZ 85288  
 ROC #074063A



**LITCHFIELD PARK**

Nesbitt Contact:  
 Phone:

Chuck Lumer  
 602-309-3006

**CAMELBACK AND LITCHFIELD CORNER REPAIRS rev 1**

2/6/2026					
Bid #	Description	Bid Quantity	Units	Unit Price	Total
1	MOBILIZATION	1	EA	\$ 3,700.00	\$ 3,700.00
2	STRIPING MOB	1	EA	\$ 2,500.00	\$ 2,500.00
4	TESTING	1	AL	\$ 2,500.00	\$ 2,500.00
5	TRAFFIC CONTROL	1	AL	\$ 7,400.00	\$ 7,400.00
6	MESSAGE BOARD (1 EACH DIRECTION)	28	EADA	\$ 120.00	\$ 3,360.00
7	PEDESTRIAN BARRIER	7	DAY	\$ 200.00	\$ 1,400.00
8	OFF DUTY POLICE	50	HRS	\$ 145.00	\$ 7,250.00
9	SAW CUT AND REMOVE CURB AND GUTTER	30	LF	\$ 33.00	\$ 990.00
10	REMOVE SIDEWALK/DRIVEWAY	370	SF	\$ 6.50	\$ 2,405.00
11	SAW CUT AND REMOVE AC	10	SY	\$ 159.00	\$ 1,590.00
13	NEW CURB AND GUTTER	30	LF	\$ 91.00	\$ 2,730.00
14	REPLACE SIDEWALK	108	SF	\$ 20.50	\$ 2,214.00
15	REPLACE COLORED SIDEWALK	64	SF	\$ 48.50	\$ 3,104.00
16	MAG 236 SINGLE RADIAL RAMP W/ 10' LANDING	216	SF	\$ 34.50	\$ 7,452.00
17	AC PATCH	8	SY	\$ 632.00	\$ 5,056.00
18	BACKFILL GRADE AT SIDEWALK AND HEADWALL	2	CY	\$ 314.00	\$ 628.00
19	STOP BAR THERMO ONLY	50	LF	\$ 9.00	\$ 450.00
20	CROSSWALK THERMO ONLY	210	LF	\$ 4.00	\$ 840.00
21	8"WHITE STRIPE THERMO ONLY	10	LF	\$ 2.50	\$ 25.00
				<b>SUBTOTAL</b>	<b>\$ 55,594.00</b>

**Clarifications:**

Updated Ramp to 10' Landing with 6' wings  
 Price is based on sketch provided by Litchfield Park 1/26/26  
 Additional AC remove and replace is included in the price above in lieu of grinding and slurry seal  
 Excludes any striping obliteration.  
 Includes thermo striping as shown on the sketches provided. Thermo will be placed over existing thermos striping.  
 No temporary paint striping is included.

**Exclusions:**

Excludes weekend or night work  
 Excludes Survey and As-Builts  
 Excludes and work not shown on the sketches provided.  
 Excludes obliteration of strips  
 Excludes temporary paint striping  
 Excludes slurry seal

Nesbitt Contracting Co., Inc.  
 100 S. Price Rd.  
 Tempe, AZ 85288  
 ROC #074063A



**LITCHFIELD PARK**

Nesbitt Contact:

Charlie Babich

**CAMELBACK AND DYSART INTERSECTION MILL & OVERLAY**

Phone:

602-376-1202

2/10/2026					
Bid #	Description	Bid Quantity	Units	Unit Price	Total
1	MOBILIZATION	1	LS	\$ 6,000.00	\$ 6,000.00
2	MILL AC 2.5"	1850	SY	\$ 13.00	\$ 24,050.00
3	AC PAVING 2.5"	320	TN	\$ 160.00	\$ 51,200.00
4	ASPHALT PLANT OPENING FEE	1	EA	\$ 3,500.00	\$ 3,500.00
4	TRAFFIC CONTROL	1	LS	\$ 7,000.00	\$ 7,000.00
5	OFFICERS	1	LS	\$ 5,500.00	\$ 5,500.00
6	STRIPING	1	LS	\$ 9,500.00	\$ 9,500.00
				<b>SUBTOTAL</b>	<b>\$ 106,750.00</b>

**Clarifications:**

Additional 40 TN AC included in paving quantity to account for areas requiring more than 2.5".  
 Assumes a full intersection closure at night to perform the work in one phase.

**Exclusions:** Repair of unsuitable subgrade.



**CITY COUNCIL  
COMMUNICATION**

**Consent Agenda Item  
VII.D  
Hilltop Booster Pump  
Surplus Disposal**

**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:** Matthew Williams, City Manager  
**Meeting Date:** 2/18/2026  
**Presenter:** Matthew Williams, City Manager

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**RECOMMENDED MOTION:**

**MOVE TO APPROVE THE DISPOSAL OF THE HILLTOP IRRIGATION BOOSTER PUMP AND HOUSING**

**BACKGROUND/DISCUSSION:**

The existing irrigation booster pumps and housing from the northeast corner of the Hilltop Property, the current site of the new library, was specified in the construction plans to be salvaged by the contractor. It is unknown if the pumps are operational or compatible with any current systems. Public Works does not have a current or anticipated future need for the pumps or housing. The pumps could be placed on surplus, however, the size of the pumps and housing alone is going to prohibit the number of bidders, if any. It is heavy, and whoever wins will need to bring a large trailer as well as a tractor or a crane to pick it up. Additionally, the pumps and housing are located within the library contractor's work area and will be in the way of construction by the time the surplus auction and pick-up window ends.

**STAFF RECOMMENDATION:**

Staff recommends approval.

**FINANCIAL IMPACT:**

There is no financial impact.

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**ATTACHMENTS:**



**CITY COUNCIL  
COMMUNICATION**

**Business Item VIII.A  
Resolution 26-599 Personnel  
Policy Amendment HR-2044**

**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:** Lisa Adams-Williams, Director of Human Resources  
**Through:** Matthew Williams, City Manager  
**Meeting Date:** 2/18/2026  
**Presenter:** Lisa Adams-Williams, Human Resources Director

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**RECOMMENDED MOTION:**

**MOVE TO ADOPT RESOLUTION 26-599 RELATED TO HR - 2044 STAND-BY TIME**

**BACKGROUND/DISCUSSION:**

The current policy indicates a stand-by rotation of 168 hours and a .50 cent rate of pay per hour for stand-by pay. A revision to Policy Number HR - 2044 Stand-By Time Section A. Eligibility and Response Time, and Section B. Compensation, would decrease the stand-by rotation to 125.5 hours and increase the stand-by rate of pay to \$2.00 per hour.

The policy change would allow the City to remain competitive with other cities, such as the City of Goodyear, which pays stand-by pay at a rate of \$3.00 per hour for a minimum of 2 hours, and Buckeye, which pays \$2.00 or \$3.00 per hour depending upon the position.

This policy, if approved, would take effect immediately.

**STAFF RECOMMENDATION:**

Staff recommends adoption.

**FINANCIAL IMPACT:**

The recommended rate is \$2.00 per hour.

Calculations indicate an annual max cost of approximately \$13,052 (125.5 hours X \$2.00 per hour = \$251.00 per week X 52 weeks/1 year = \$13,052).

Per the Finance Department, the Public Works Department is currently budgeted for \$4,800, but last year only spent \$2,850.

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**ATTACHMENTS:**

1. Resolution No. 26-599 Related to HR - 2044 Stand-By Time
2. Policy Number HR -- 2044 Stand-By Time with edits for Council Agenda

**CITY OF LITCHFIELD PARK  
RESOLUTION NO. 26-599**

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE CITY OF LITCHFIELD PARK, COUNTY OF MARICOPA, ARIZONA, AMENDING THE PERSONNEL POLICY MANUAL OF THE CITY OF LITCHFIELD PARK, ARIZONA, BY AMENDING POLICY NUMBER HR-2044 STAND-BY TIME, AMENDING SECTION 3.A and 3.B, PROVIDING FOR REPEAL OF CONFLICTING RESOLUTIONS; AND PROVIDING FOR SEVERABILITY.**

**WHEREAS**, Section 3-3-3 of Article 3-3 of Chapter 3 of the Litchfield Park City Code provides that the City Council may adopt by resolution, rules and regulations concerning personnel administration for its employees, and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Common Council of the City of Litchfield Park, Arizona, that attached hereto are the amended Personnel Policies, and that the same are hereby adopted and made a part of the Personnel Policy Manual for all employees of the City of Litchfield Park; and

**FURTHER RESOLVED**, that all resolutions and parts of resolutions in conflict with this resolution are hereby repealed.

**FURTHER RESOLVED**, that if any section of this resolution is held to be invalid by a court of competent jurisdiction all other sections will remain in full force and effect.

**FURTHER RESOLVED**, that this Resolution and the amendments to the Personnel Policies attached hereto shall be effective on the date of adoption.

**PASSED AND ADOPTED** by the Mayor and Council of the City of Litchfield Park, Arizona, this 18<sup>th</sup> day of February 2026.

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

**ATTEST:**

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

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Pierce | Coleman, PLLC, City Attorneys  
By: Joseph D. Estes

**ATTACHMENT:**  
HR-2044, Stand-By Time

### Stand-By Time

1. PURPOSE

It is the purpose of this policy to utilize “stand-by” time in an effort to have City workers available as needed while also paying employees for their personal time that may be affected by the City.

2. SCOPE

This policy applies to City employees who are eligible to work “stand-by”.

3. POLICY

A. Eligibility and Response Time.

Regular, full-time, non-exempt employees required to be on stand-by duty will be paid for stand-by hours. To be eligible for stand-by, employees must meet the following criteria:

Be able to respond to callouts in a work-ready condition within 30 minutes of notification; not consume alcoholic beverages or use any intoxicant, including prescribed or over-the-counter substances, that may impair one’s ability to satisfactorily perform required job duties; and

Be accessible by phone or any other communication device provided by the City.

Only Public Works technicians are eligible to work “stand-by”. The Public Works Director, Deputy Director and Supervisors are not eligible to work “stand-by” time. Other positions may be added by the City Manager.

A “stand-by” rotation is ~~125.5 hours based on 5, 168 hours or 7 days (Monday – Friday) at 15.5 hours per day and 2 days (Saturday & Sunday) at 24 hours per day.~~

~~A rotation begins prior to and after the employee’s normal work schedule but not during the employee’s normal work schedule, at 12:01 a.m. on Monday and ends at 11:59 p.m. the following Sunday.~~

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B. Compensation.

Stand-by pay is paid at the rate of ~~\$2.00 \$ .50 cents~~ per hour for time spent on stand-by. Stand-by hours do not count as hours worked for overtime purposes. Employees who are on stand-by and get called out will be paid at the employee’s overtime rate in quarter (¼) hour increments for a minimum of two (2) hours. Employees who are “stand-by” will be paid one rate of ~~\$2.00 \$ .50 cents~~ per hour while on “stand-by” or ~~and~~ the employees overtime rate when actually called out. The employee will not receive both their overtime rate and stand-by rate at the same time.

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Time spent answering phone calls will be considered as time worked and will be paid at the employee’s overtime rate in quarter (¼) hour increments, not subject to the two (2) hour minimum. Call-out pay will be paid at one and a half (1 ½) times an employee’s regular base rate whether it is on straight time or overtime hours.

City of Litchfield Park

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**CITY COUNCIL  
COMMUNICATION**



**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:**  
**Meeting Date:** 2/18/2026  
**Presenter:**

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**RECOMMENDED MOTION:**

**BACKGROUND/DISCUSSION:**

**STAFF RECOMMENDATION:**

**FINANCIAL IMPACT:**

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**ATTACHMENTS:**

**CITY COUNCIL  
COMMUNICATION**



**To:** Mayor Thomas L. Schoaf and Members of the City Council  
**From:** Matthew Williams, City Manager  
**Meeting Date:** 2/18/2026  
**Presenter:** Matthew Williams, City Manager

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**RECOMMENDED MOTION:**

N/A

**BACKGROUND/DISCUSSION:**

N/A

**STAFF RECOMMENDATION:**

N/A

**FINANCIAL IMPACT:**

N/A

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**ATTACHMENTS:**