

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

Thursday, May 14, 2026

7:00 PM

Members of the Recreation and Public Grounds Commission will attend either in person, by telephone, or video conference call.
Physical access to the meeting room will be available 30 minutes prior to the meeting.

I. Call to Order

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

II. Pledge of Allegiance

III. Call to the Community

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

IV. Staff Report

A. Community and Recreation Services Monthly Report

INFORMATION ONLY

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

Ms. Kramer may provide an update on the following:

- Recreation Center Facility
- Community Services
- Special Events
- Aquatics
- Preschool
- Sports

B. Public Grounds Monthly Report

INFORMATION ONLY

Presenter: *Kevin Hamilton, Public Grounds Superintendent*

Mr. Hamilton may provide an update on current park maintenance and Public Grounds projects.

C. Opportunities for Improvement

INFORMATION ONLY

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

Staff may provide updates on improvements made within the city since the Commission last met. Additional areas of opportunity for improvement may be discussed.

V. Business

A. Approval of Minutes

ACTION/COMMENT

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

Discussion and possible action to approve the April 9, 2026, regular meeting minutes.

B. Yard of the Quarter Selection

ACTION/COMMENT

Presenter: *Andrea Phillip, Vice Chairperson*

Discussion and possible action regarding the Yard of the Quarter selection for the second quarter of 2026.

C. Turtle Park Playground

ACTION/COMMENT

Presenter: Kevin Hamilton, Public Grounds Superintendent

Discussion and possible action regarding the purchase of new playground equipment for Turtle Park.

VI. Commissioners Report on Current Events

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

VII. Topics for Referral to City Council

VIII. Adjournment

Anthony Taddei, Chair

Affidavit of Posting

I, Tricia Kramer, do hereby certify that I caused to be posted a true and correct copy of this agenda for the Recreation and Public Grounds Commission meeting of Thursday, May 14, 2026, in the following place in the City of Litchfield Park:

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

Tricia Kramer, Staff Liason

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



**RECREATION AND PUBLIC
GROUNDS COMMISSION
COMMUNICATION**

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

To: Recreation and Public Grounds Commission Members
From: Tricia Kramer, Community and Recreation Services Director
Meeting Date: 5/14/2026

RECOMMENDED MOTION:

N/A

BACKGROUND/DISCUSSION:

See attached report.

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

ATTACHMENTS:

1. Community and Recreation Services Monthly Report - May 2026



COMMUNITY AND RECREATION SERVICES MONTHLY REPORT

To: RPG Chairperson and Commissioners
From: Tricia Kramer, Director of Community and Recreation Services
Meeting Date: 05/14/2026

Recreation Center Facility

- The tennis/pickleball court resurfacing project was completed on 5/4. Portable pickleball nets have also been ordered, so that we can accommodate up to 4 simultaneous pickleball games during open play.
- The pool deck has been repainted, new drains were installed, and the deep end steps have been repaired as of 5/4.
- Our seasonal cashier has been hired and will start on May 18.

Aquatics

- Lifeguard certifications and orientations are complete. We have transitioned to in-service training and shadow shift training.
- Registration for swim lessons and Lagartos Summer Swim Team is ongoing.
- The pool opens to the public on Saturday, May 23 and will remain open through Labor Day.

Community Services

- City Council considered FY26 Appropriations Applications received from 14 nonprofits at their April Special Meeting. Award recommendations will be provided to Council at the May Regular Meeting.
- A brief Memorial Day Ceremony led by Mayor Schoaf will be held on Monday, May 25 at 7am in front of the WWII Memorial on the grounds of Litchfield Elementary School.

Preschool

- We continue to interview AM Preschool Aide candidates.
- We have filled 26 spaces in Summer Camp so far – 15 in June and 11 in July.
- Enrollment for the 2026-2027 School Year is ongoing. We currently have 40 students registered (ABC AM – 19 (FULL); ABC PM - 13; Adventures in Learning - 8).

Sports

- Spring Sports Leagues ended on 5/9. It was a fun and successful season.
- 15 kids have registered so far for our summer Tee Ball, Flag Football, and Soccer Clinics.
- 13 kids have registered so far for Challenger's summer soccer camp.

Special Events

- Staff have been working on plans for our 5/25 Memorial Day Ceremony and our 7/3 Sparkle in the Square celebration.
- Staff are also finalizing the schedule and beginning plans for the FY27 Special Events Season.



**RECREATION AND PUBLIC
GROUNDS COMMISSION
COMMUNICATION**

**Staff Report Item IV.B
Public Grounds Monthly Report**

To: Recreation and Public Grounds Commission Members
From: Kevin Hamilton, Public Grounds Superintendent
Meeting Date: 5/14/2026

RECOMMENDED MOTION:

N/A

BACKGROUND/DISCUSSION:

New Public Grounds Superintendent Kevin Hamilton will introduce himself to the Commissioners and may provide an update on current park maintenance and Public Grounds projects.

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

ATTACHMENTS:



**RECREATION AND PUBLIC
GROUNDS COMMISSION
COMMUNICATION**

**Staff Report Item IV.C
Opportunities for Improvement**

To: Recreation and Public Grounds Commission Members
From: Tricia Kramer, Community and Recreation Services Director
Meeting Date: 5/14/2026

RECOMMENDED MOTION:

N/A

BACKGROUND/DISCUSSION:

Staff will provide updates on items previously submitted by Commissioners regarding the maintenance and upkeep of city parks and public grounds. Commissioners may also notify staff about additional areas of opportunity for improvement. No action will be taken during the meeting on any items presented as part of this agenda item.

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

None

ATTACHMENTS:



**RECREATION AND PUBLIC
GROUNDS COMMISSION
COMMUNICATION**

**Business Item V.A
Approval of Minutes**

To: Recreation and Public Grounds Commission Members
From: Tricia Kramer, Community and Recreation Services Director
Meeting Date: 5/14/2026

**RECOMMENDED MOTION:
MOVE TO APPROVE THE APRIL 9, 2026, MEETING MINUTES**

BACKGROUND/DISCUSSION:
None

STAFF RECOMMENDATION:
Staff recommends approval.

FINANCIAL IMPACT:
None

ATTACHMENTS:
1. 040926 REG Minutes - Draft

I. Call to Order

The meeting was held in the Library Community Room and called to order by Chairperson Taddei at 7:03 p.m. A video recording of the meeting can be viewed [here](#).

Present: Chairperson Anthony Taddei, Vice Chairperson Andrea Phillips, Commissioner Brian Culbreth, Commissioner Brian Faith, Commissioner Christoph Gerz, Commissioner Krysten Giordano (ZOOM)

Absent: Commissioner Adam Schwartz, Council Member Justin James

Staff: Tricia Kramer, Community and Recreation Services Director; Pat McCoy, Sports Coordinator

II. Pledge of Allegiance

The Pledge of Allegiance was led by Chairperson Taddei.

III. Call to the Community

There were no requests to speak.

IV. Staff Report

A. Community and Recreation Services Monthly Report

Ms. Kramer reviewed her written report. She advised the Commissioners that the tall palm trees in front of the Rec Center are being removed and replaced with pygmy palms for safety reasons after one of them fell during a windstorm. Sports Coordinator Pat McCoy reported that 779 racers participated in the Litchfield Park Run, which was the most to date by a large margin.

Ms. Kramer also reminded the Commissioners that Staff are still interested in adding a dirt tee ball infield at Scout Park. Discussion was held. The Commissioners would like Staff to consider various placement options within the park and come back with measurements for further consideration.

B. Opportunities for Improvement

Ms. Kramer thanked the Commissioners who are actively using Engage LP. She shared a few examples of how the app has been used so far. She asked if the Commissioners had identified any new issues they are hoping Staff will address. Commissioner Giordano asked if we could adjust the timeframe that crews use the blowers at the Rec Center, so it is not during school drop off hours. Discussion was also held about the new Public Grounds Superintendent attending monthly RPG

meetings once hired.

V. Business

A. Election of Officers

APPROVED

Discussion was held about appointing a Chair and Vice Chair for the 2026-2027 year. Nominations were made.

MOVE TO REAPPOINT COMMISSIONER TADDEI AS CHAIRPERSON

MOVER Vice Chairperson Phillips, **SECONDER** Commissioner Gerz
AYE: Chairperson Taddei, Vice Chairperson Phillips, Commissioner Culbreth,
 Commissioner Faith, Commissioner Gerz, Commissioner Giordano
6 - 0 - 2 Passed

MOVE TO REAPPOINT COMMISSIONER PHILLIPS AS VICE CHAIRPERSON

MOVER Chairperson Taddei, **SECONDER** Commissioner Gerz
AYE: Chairperson Taddei, Vice Chairperson Phillips, Commissioner Culbreth,
 Commissioner Faith, Commissioner Gerz, Commissioner Giordano
6 - 0 - 2 Passed

B. Approval of Minutes

APPROVED

MOVE TO APPROVE THE FEBRUARY 12, 2026 MEETING MINUTES

MOVER Commissioner Gerz, **SECONDER** Commissioner Faith
AYE: Chairperson Taddei, Vice Chairperson Phillips, Commissioner Culbreth,
 Commissioner Faith, Commissioner Gerz, Commissioner Giordano
6 - 0 - 2 Passed

c. 2026 Orange Tree Painting Event

DISCUSSED

Discussion was held and feedback was provided, including:

- Have at least one Public Grounds staff member on hand to assist with the event since it directly benefits their department.
- Make this a one-day event moving forward.
- Schedule next year's event in February, so that more people can participate. For the last few years, the orange tree painting has been held during spring break week for most people.
- Keep the same style brushes as we had this year. They worked well.
- Consider a different location for a hub and/or having stations set up in various locations.

D. Yard of the Quarter Program**APPROVED**

Chairperson Taddei opened the discussion. Vice Chairperson Phillips proposed several alternative names for Yard of the Quarter. Discussion was held about whether it was necessary to change the name.

MOVE TO KEEP THE NAME YARD OF THE QUARTER

MOVER Commissioner Gerz, **SECONDER** Commissioner Faith

AYE: Chairperson Taddei, Commissioner Culbreth, Commissioner Faith, Commissioner Gerz

4 - 2 - 2 Passed

Further discussion was held about how to handle online nominations from the community. It was agreed that the Commissioner responsible for selecting a home in each quarter could either select from online nominations or identify a home themselves if desired.

VI. Commissioners Report on Current Events

Commissioner Culbreth encouraged everyone on the commission to use Engage LP. He thinks it is a useful tool.

Commissioner Gerz agreed that Engage LP is helpful. He also said that Litchfield Square looks crisp and clean.

Commissioner Faith shared that he had just downloaded Engage LP. He was pleased to learn that there is a kudos section.

Vice Chair Phillips had nothing to report this month.

Commissioner Giordano enjoyed the tree painting event. She would like to see the dangerous speeding on Old Litchfield Road addressed.

Chairperson Taddei thanked the City and everyone who came out to the tree painting event. He also commented that Litchfield Square Park is bigger than people realize.

VII. Topics for Referral to City Council

None

VIII. Adjournment

The meeting was adjourned by Chairperson Taddei at 8:33 p.m.

APPROVED:

Anthony Taddei, Chair

CERTIFICATION

I, Tricia Kramer, do hereby certify that the foregoing minutes are a true and correct copy of the minutes of the meeting of the Recreation and Public Grounds Commission of the City of Litchfield Park held on Thursday, April 9, 2026. I further certify that the meeting was duly called and held and that a quorum was present.

Tricia Kramer, Staff Liaison



**RECREATION AND PUBLIC
GROUNDS COMMISSION
COMMUNICATION**

**Business Item V.B
Yard of the Quarter Selection**

To: Recreation and Public Grounds Commission Members
From: Andrea Phillip, Vice Chair
Meeting Date: 5/14/2026

RECOMMENDED MOTION:

N/A

BACKGROUND/DISCUSSION:

Vice Chair Andi Phillips will propose the Yard of the Quarter recipient for 2026 Q2. There were three nominated homes:

- 221 Bahia Ln E
- 675 E Bird Ln
- 465 E Estero Ln

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

None

ATTACHMENTS:

1. Yard of the Quarter Nominations - 2026 Q2

Yard of the Quarter Nomination

221 Bahia Lane E



Yard of the Quarter Nomination

675 E Bird Lane



Yard of the Quarter Nomination

465 E Estero Lane





**RECREATION AND PUBLIC
GROUNDS COMMISSION
COMMUNICATION**

**Business Item V.C
Turtle Park Playground**

To: Recreation and Public Grounds Commission Members
From: Kevin Hamilton, Public Grounds Superintendent
Meeting Date: 5/14/2026

RECOMMENDED MOTION:

N/A

BACKGROUND/DISCUSSION:

Public Grounds Superintendent Kevin Hamilton will present a proposal from Miracle Playground for Turtle Park playground renovations. This proposal includes a Building Community Connections Playground Grant of \$17,000. This grant is valid through August 15, 2026, which is the order deadline for equipment to be delivered by December 15, 2026.

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

\$169,198.47 including installation and grant funding

ATTACHMENTS:

1. Images of Proposed Turtle Park Playground Structure



GENERATION SWING



COMMUNICATION PANEL



CROSSWAY CLIMBER



MUSEUM PIN PANEL



**EXISTING SHADE NOT SHOWN
TREE POST TOPPERS OPTIONAL**