

**City Council
Special Meeting
Agenda**

Thursday, July 9, 2026

11:00 AM

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

I. Call to Order

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

II. 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. Ratification of Litchfield Rd/Brinton Ave Intersection Southbound Traffic Closure **ACTION/COMMENT**
*Presenter: Keith Drunasky, City Engineer***

Discussion and possible action to ratify the Litchfield Rd and Brinton Ave intersection nighttime closure for southbound traffic from June 22 to June 26 and July 7.

- B. Full Nighttime Closure of Litchfield Road Between Denny Blvd & Missouri Ave **ACTION/COMMENT**
*Presenter: Keith Drunasky, City Engineer***

Discussion and possible action to approve full nighttime closure of Litchfield Road between Denny Boulevard & Missouri Avenue for multiple days in July 2026.

- C. Hilltop Phase 1 - Cottages Restoration **ACTION/COMMENT**
*Presenter: Randy Proch, Planning & Community Development Director***

Discussion and possible action to approve the preliminary quote with Waltz Construction for construction services on exterior restoration of Cottage #2 and Cottage #3 as part of the Hilltop Phase 1 Improvements.

III. Business

- A. Adoption of Resolution 26-613 Ad Valorem SLIDs 1, 2, and 3 **ACTION/COMMENT**
*Presenter: Paige Peterson, Asst. City Mgr./Finance Director***

Discussion and possible action to adopt Resolution 26-613 setting the tax levy for SLIDs 1, 2, and 3.

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.**

V. Adjournment

Thomas L. Schoaf, Mayor

Affidavit of Posting

I, Terri Roth, MMC, City Clerk, do hereby certify that I caused to be posted a true and correct copy of this agenda for the City Council meeting of Thursday, July 9, 2026, in the following place in the City of Litchfield Park:

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

Terri Roth, MMC, City Clerk

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



**CITY COUNCIL
COMMUNICATION**

**Consent Agenda Item II.A
Ratification of Litchfield
Rd/Brinton Ave Intersection
Southbound Traffic Closure**

To: Mayor Thomas L. Schoaf and Members of the City Council
From: Keith Drunasky, City Engineer
Through: Matthew Williams, City Manager
Meeting Date: 7/9/2026
Presenter: Keith Drunasky, City Engineer

RECOMMENDED MOTION:

MOVE TO RATIFY THE NIGHTTIME CLOSURE OF LITCHFIELD ROAD & BRINTON AVENUE INTERSECTION FOR SOUTHBOUND TRAFFIC FROM MONDAY JUNE 22, 2026 TO FRIDAY JUNE 26, 2026 AND TUESDAY JULY 7, 2026.

BACKGROUND/DISCUSSION:

As part of the AFHS project on the Hilltop Property, their contractor, McCarthy Construction, needed to install an extension of the new APS primary electrical conduit and wire feed within a portion of the intersection of Litchfield Road and Brinton Avenue. The area of this installation is located beneath approximately 30 feet of new asphalt pavement that was installed by the City's roundabout contractor, Nesbitt Construction. As this portion of the roundabout currently has traffic on it, the only way to install the APS infrastructure is to remove sections of this asphalt, trench, backfill and repave while traffic is rerouted. Given the tight area of construction combined with the section of asphalt only wide enough for one lane of traffic within the intersection, a nighttime shut down of only the southbound traffic between Missouri Avenue and Denny Boulevard on Litchfield Road is required.

McCarthy completed construction activities through 5 separate nighttime (8 pm to 4 am) traffic closures starting on the evening of Monday, June 22 and ending in the early morning of Friday, June 26, plus Tuesday, July 7. McCarthy construction coordinated with adjacent residents of Sunset Terrace and Sun Health to receive permission for possible noise disturbance for these dates. Without this nighttime closure, this work would need to be completed during the day, increasing congestion, overall project costs, added days to the project timeline and may contribute to additional complaints from the public.

Staff is requesting ratification on this item.

STAFF RECOMMENDATION:

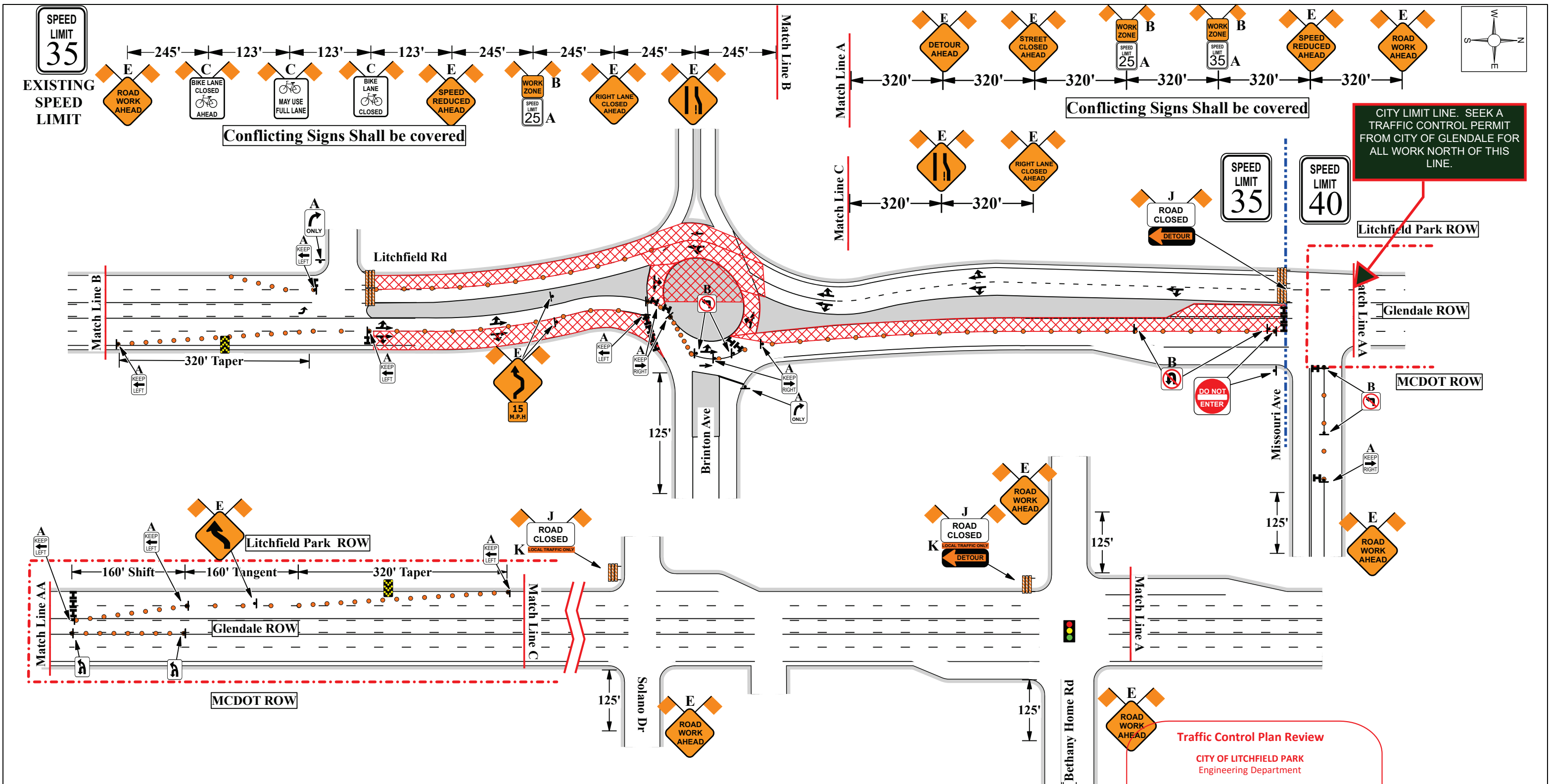
Staff recommends ratification as presented.

FINANCIAL IMPACT:

There is no financial impact.

ATTACHMENTS:

1. TCP-26-19_K_Plan12_Litchfield Rd & Missouri Ave_Apr 6-18-2026-2



Plan 12	Jurisdiction Glendale / Litchfield Park
Project Name Litchfield Rd & Missouri Ave	Project Number
Prime Contractor Nesbitt / McCarthy	Traffic Control Contractor Aguilar Traffic
Phone 602-334-1490	Sheet Number 1 of 2
	Drawn on 6/18/26
	Prepared By Manuel Amaya
Start Date 6/21/26 to 6/24/26	Work Times 24 Hrs
Permit Number PW-26-19 / ENR186834	



NOTES

- This plan is subject to changes in the field
- All applicable equipment shall have sand bags and flags
- Business and local access shall be maintained when possible
- Conflicting signs shall be covered while temporary traffic control is in place.
- Officer required when work is within 300' of lighted intersection.

PLAN NOT TO SCALE

Onsite Contact:
 Name: **Barrett Johnson**
 Phone #: **623-301-0672**
 Email: **bjohnson@nesbitts.com**

Sign Sizes

A) 18x24	G) 48x60
B) 24x24	H) 18x18
C) 24x30	I) 24x48
D) 30x30	J) 48x30
E) 36x36	K) Other
F) 48x48	



Traffic Control Plan Review

CITY OF LITCHFIELD PARK
 Engineering Department

APPROVED – As Noted
 Make Corrections Noted

Please contact City Inspector at
(623)764-2429 at least 48 hours prior to beginning work in the right-of-way

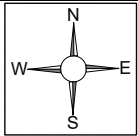
By: Keith Drunasky, City Engineer

Date: June 18, 2026

Reviewed By _____ Date _____

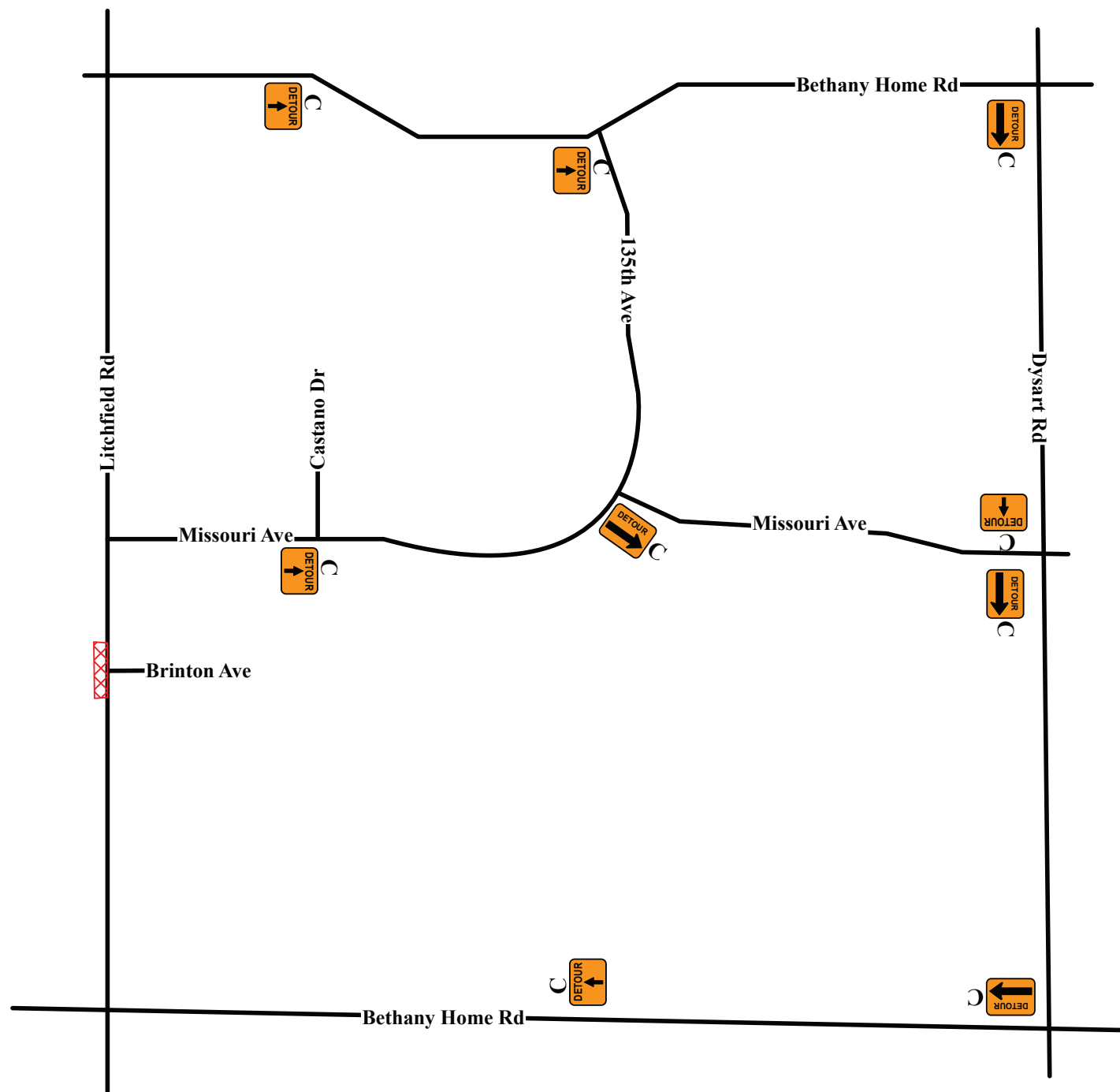
Legend

- Work Area
- Vertical Panel
- Sign Stand
- Type 1 Barricade
- Type 3 Barricade
- Signalized Intersection
- Arrowboard (Chevron)



**SPEED
LIMIT
35**

**EXISTING
SPEED
LIMIT**



Traffic Control Plan Review

CITY OF LITCHFIELD PARK
Engineering Department

APPROVED – As Noted
 Make Corrections Noted

**Please contact City Inspector at
(623)764-2429 at least 48 hours prior to
beginning work in the right-of-way**

By: Keith Drunasky, City Engineer

Date: June 18, 2026

Plan 12	Jurisdiction Glendale / Litchfield Park	
Project Name Litchfield Rd & Missouri Ave	Project Number	
Prime Contractor Nesbitt / McCarthy	Traffic Control Contractor Aguilar Traffic	
Phone 602-334-1490	Sheet Number 2 of 2	Drawn on 6/18/26
Prepared By Manuel Amaya		
Start Date 6/21/26 to 6/24/26	Work Times 24 Hrs	
Permit Number PW-26-19 / ENR186834		



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D) 30x30	J) 48x30
E) 36x36	K) Other
F) 48x48	



Legend

	Work Area
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Reviewed By _____ Date _____



**CITY COUNCIL
COMMUNICATION**

**Consent Agenda Item II.B
Full Nighttime Closure of
Litchfield Road Between Denny
Blvd & Missouri Ave**

To: Mayor Thomas L. Schoaf and Members of the City Council
From: Keith Drunasky, City Engineer
Through: Matthew Williams, City Manager
Meeting Date: 7/9/2026
Presenter: Keith Drunasky, City Engineer

RECOMMENDED MOTION:

MOVE TO APPROVE FULL NIGHTTIME CLOSURE OF LITCHFIELD ROAD BETWEEN DENNY BOULEVARD AND MISSOURI AVENUE ON THE EVENINGS OF JULY 18TH, JULY 21ST AND AUGUST 17 FROM APPROXIMATELY 8 PM TO 4 AM FOR PAVEMENT AND STRIPING CONSTRUCTION.

BACKGROUND/DISCUSSION:

As a part of the construction of the roundabout in the Litchfield Road/Brinton Avenue intersection, Nesbitt Contracting has requested a closure of Litchfield Road between Denny Boulevard and Missouri Avenue on July 18th, July 21st and August 17th from 8 pm to 4 am in order to install the final surface course of asphalt pavement, temporary striping and final striping, respectively. A full closure will allow Nesbitt Contracting to install the surface asphalt in a single layer without asphalt joints or breaks, as well as install all temporary and final striping in a single phase. Providing a full closure for the limits of this roundabout project will provide the shortest timeframe to install this area of pavement (in one single phase as opposed to multiple daytime phases), provide the smoothest surface condition as well as minimize traffic congestion and delays.

As shown on the attached traffic control plan, Litchfield Road traffic will be routed around the intersection for each of the evenings. Nesbitt Contracting will coordinate with residents living adjacent to this intersection, for each evening of work, to secure their acceptance of potential nighttime noise. Nesbitt onsite staff will be available during the duration of the closure to provide assistance, as needed. Additionally, Staff will coordinate with Luke AFB, City of Glendale, MCDOT, businesses and other affected entities in advance of these traffic restrictions.

STAFF RECOMMENDATION:

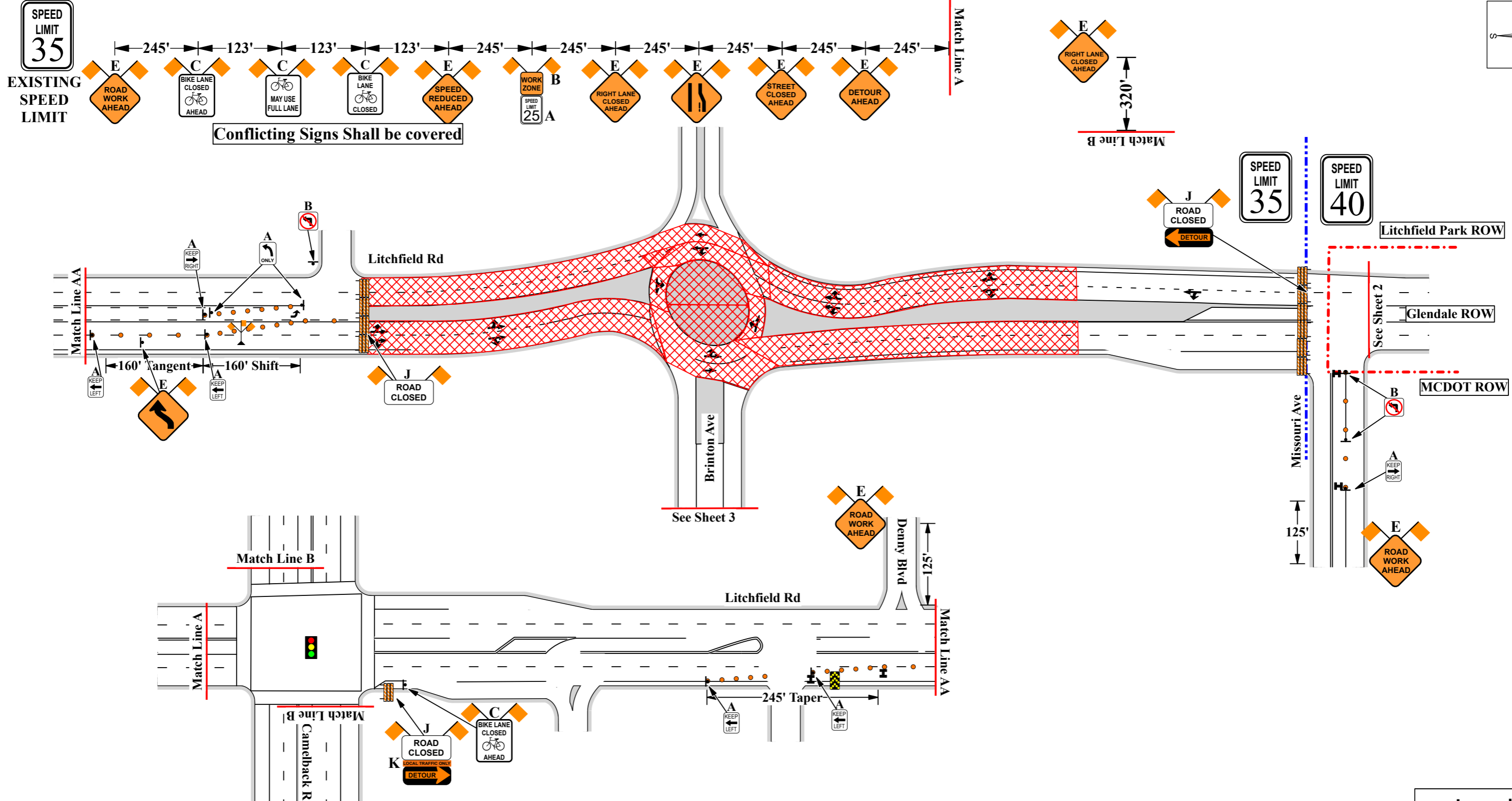
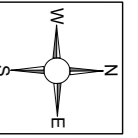
Staff recommends approval of closures as presented.

FINANCIAL IMPACT:

There is no financial impact.

ATTACHMENTS:

1. TCP 13 Litchfield Rd & Missouri Ave



Plan 13	Jurisdiction Glendale / Litchfield Park	
Project Name Litchfield Rd & Missouri Ave	Project Number	
Prime Contractor Nesbitt / McCarthy	Traffic Control Contractor Aguilar Traffic	
Phone 602-334-1490	Sheet Number 1 of 4	Drawn on 6/29/26
Prepared By Manuel Amaya		
Start Date 7/18/26 to 7/20/26	Work Times 9:00pm to 5:00am	
Permit Number PW-26-19 / ENR186834		



NOTES

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- Conflicting signs shall be covered while temporary traffic control is in place.
- Officer required when work is within 300' of lighted intersection.

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Name: Barrett Johnson
Phone #: 623-301-0672
Email: bjohnson@nesbitts.com

PLAN NOT TO SCALE

Sign Sizes

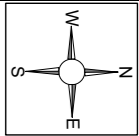
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Legend

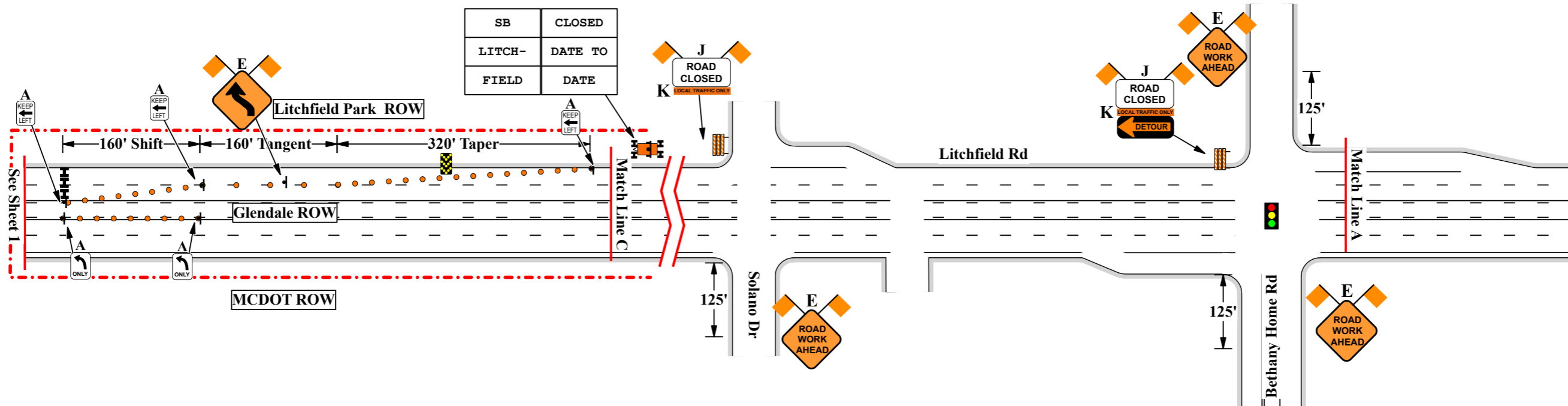
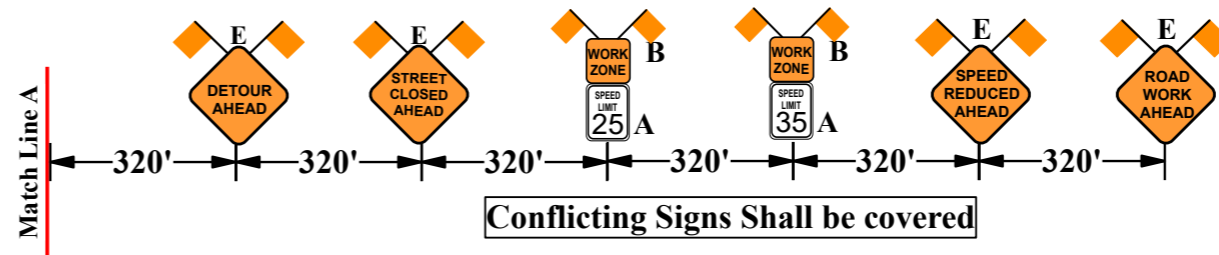
- Work Area
- Vertical Panel
- Sign Stand
- Type 1 Barricade
- Type 3 Barricade
- Signalized Intersection
- High Level/Flagtree
- Arrowboard (Chevron)

Reviewed By _____ Date _____



SPEED LIMIT 35

EXISTING SPEED LIMIT



Plan 13	Jurisdiction Glendale / Litchfield Park
Project Name Litchfield Rd & Missouri Ave	Project Number
Prime Contractor Nesbitt / McCarthy	Traffic Control Contractor Aguilar Traffic
Phone 602-334-1490	Sheet Number 2 of 4
	Drawn on 6/29/26
	Prepared By Manuel Amaya
Start Date 7/18/26 to 7/20/26	Work Times 9:00pm to 5:00am
Permit Number PW-26-19 / ENR186834	



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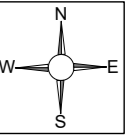
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Legend

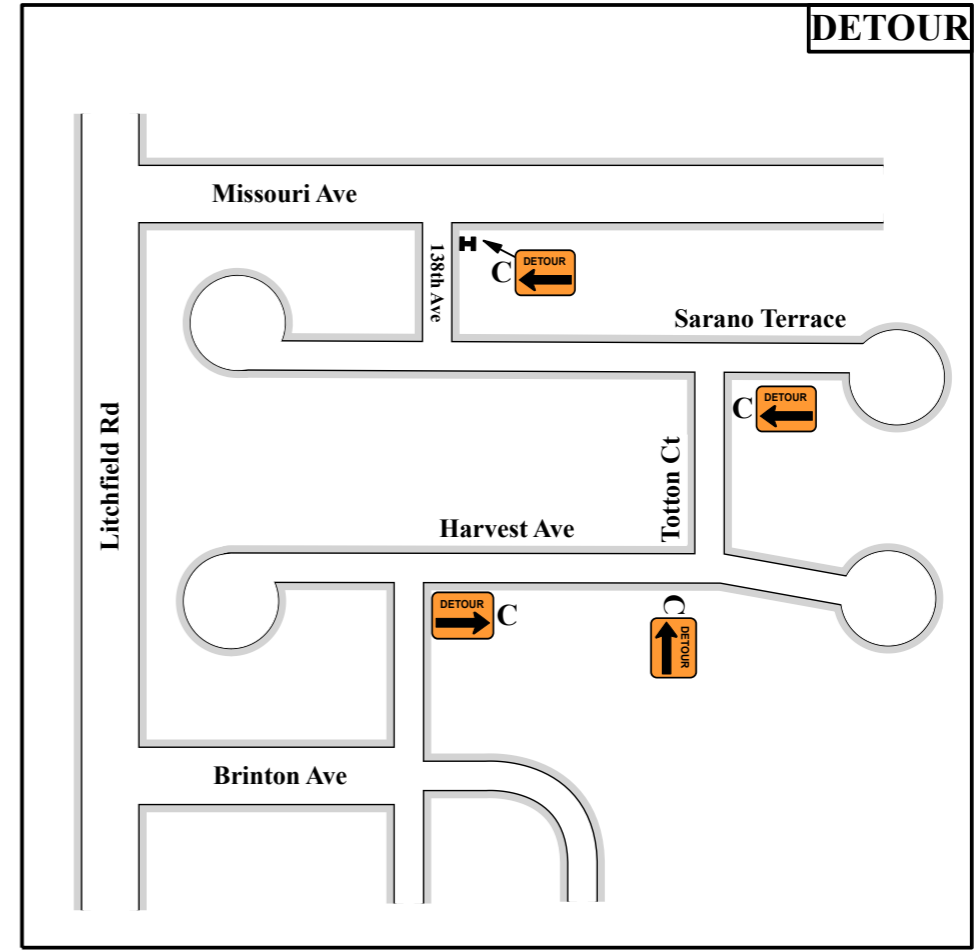
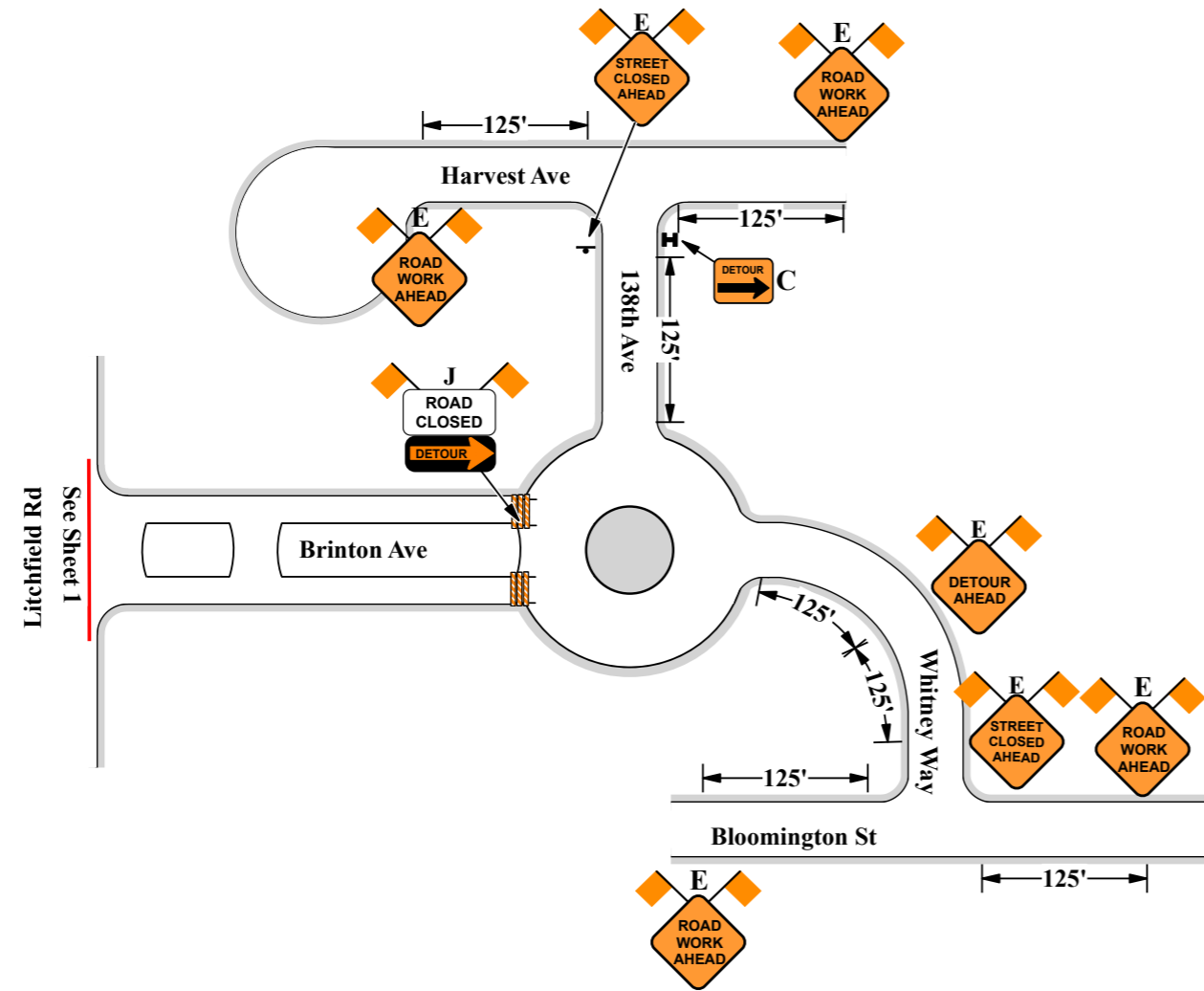
- Vertical Panel
- Sign Stand
- Signalized Intersection
- Type 3 Barricade
- Arrowboard
- VMB
- Type 1 Barricade

Reviewed By _____ Date _____

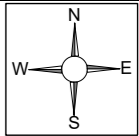


SPEED LIMIT 35

EXISTING SPEED LIMIT

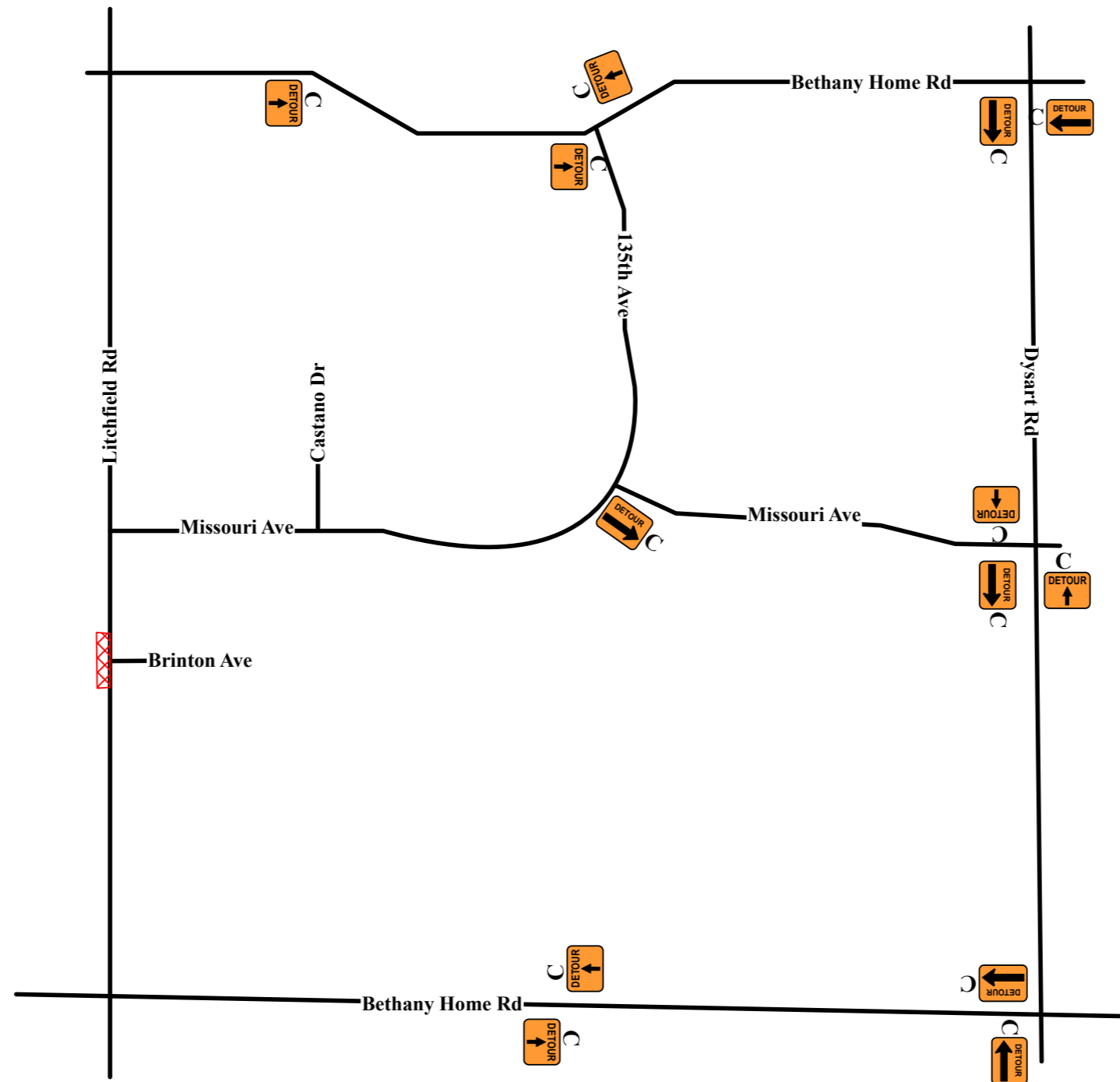


Plan 13 Jurisdiction: Glendale / Litchfield Park			NOTES -This plan is subject to changes in the field -All applicable equipment shall have sand bags and flags -Business and local access shall be maintained when possible -Conflicting signs shall be covered while temporary traffic control is in place. -Officer required when work is within 300' of lighted intersection.	PLAN NOT TO SCALE	Sign Sizes A) 18x24 G) 48x60 B) 24x24 H) 18x18 C) 24x30 I) 24x48 D) 30x30 J) 48x30 E) 36x36 K) Other F) 48x48		Legend Sign Stand Type 3 Barricade Type 1 Barricade
Project Name: Litchfield Rd & Missouri Ave Prime Contractor: Nesbitt / McCarthy Phone: 602-334-1490 Sheet Number: 3 of 4 Prepared By: Manuel Amaya Start Date: 7/18/26 to 7/20/26 Permit Number: PW-26-19 / ENR186834	Project Number: Traffic Control Contractor: Aguilar Traffic Drawn on: 6/29/26 Work Times: 9:00pm to 5:00am						



**SPEED
LIMIT
35**

**EXISTING
SPEED
LIMIT**



Plan 13	Jurisdiction Glendale / Litchfield Park	
Project Name Litchfield Rd & Missouri Ave	Project Number	
Prime Contractor Nesbitt / McCarthy	Traffic Control Contractor Aguilar Traffic	
Phone 602-334-1490	Sheet Number 4 of 4	Drawn on 6/29/26
Prepared By Manuel Amaya		
Start Date 7/18/26 to 7/20/26	Work Times 9:00pm to 5:00am	
Permit Number PW-26-19 / ENR186834		



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Legend

	Work Area
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Reviewed By	Date
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**CITY COUNCIL
COMMUNICATION**

**Consent Agenda Item II.C
Hilltop Phase 1 - Cottages
Restoration**

To: Mayor Thomas L. Schoaf and Members of the City Council
From: Randy Proch, Planning and Community Development Director
Through: Matthew Williams, City Manager
Meeting Date: 7/9/2026
Presenter: Randy Proch, Planning & Community Development Director

RECOMMENDED MOTION:

MOVE TO APPROVE CONSTRUCTION SERVICES WITH WALTZ CONSTRUCTION IN THE AMOUNT NOT TO EXCEED \$180,370 TO COMPLETE EXTERIOR COTTAGE #2 AND COTTAGE #3 RESTORATION AS PART OF HILLTOP PHASE 1 IMPROVEMENTS WITHIN LA LOMA PARK AND AUTHORIZE THE MAYOR TO EXECUTE THE REQUIRED DOCUMENTS.

BACKGROUND/DISCUSSION:

The City will be revitalizing and improving the remainder of the historic 20-acre La Loma Homestead, originally the retreat of Paul W. Litchfield. The property was gifted to the City with the stipulation that it benefit the community. A phased redevelopment plan accepted by City Council in the early 2000s emphasizing historical preservation alongside modern enhancements. This includes the adaptive reuse of existing structures, new trails connecting the site to the broader community, and spaces designed for public gatherings, exhibits, and events. The rehabilitation of the existing main house by the P.W. Litchfield Heritage Center, construction of the Litchfield Park Library and addition of the new Hilltop School for the Arts and Hilltop Theatre and Concert Hall will be driving this revitalization effort. The City is obligated to complete the first phase of the remaining La Loma Park improvements concurrently to these other projects. Specifically, as part of the Development Agreement with the Agua Fria Union High School District, Phase 1 of the park improvements has been expected to occur concurrently when school starts on August 3, 2026. A possible amendment to that agreement is under consideration as part of a future City Council action.

The City has engaged with Waltz Construction, the contractor for the P.W. Litchfield Heritage Center about construction services for Cottage #2 (far east) and Cottage #3 (middle) to provide exterior updates in the next two months. Waltz has provided a quote to include new doors, windows, stucco, wood, and roof repairs, new paint and clean-up of external structures and equipment at \$163,973. The request is for \$180,370, which is the quote amount plus 10% to act as contingency as the work progresses. Staff feels strongly that their intimate knowledge of the adjacent cottage, along with their reduced costs for mobilization and project management, make them the ideal partner to beautify the exterior facades of the cottages while the City determines the highest and best use for the interior spaces.

Waltz is a part of the 1GPA and Mohave cooperatives for construction services. The pending contract will include cooperative language permitting other municipalities (political subdivisions) to utilize the procurement of services with this consultant. The City intends to contract with Waltz through a linking contract as part of the pending agreement.

STAFF RECOMMENDATION:

Staff recommends approval.

FINANCIAL IMPACT:

The cost for the construction of these improvements is not to exceed \$180,370. Funding for these services will come from the previously authorized Hilltop Phase 1 construction amount of \$2.5M.

ATTACHMENTS:

1. La Loma Hilltop Cottages Budget 2026.06.24



Date 6/24/2026

Project: La Loma Hilltop Cottages
 Owner: City of Litchfield Park
 Location: Project Address
 Litchfield Park, AZ
 Architect: Architect

Duration (MO) 1.5

Project Summary - BREAKDOWN BY CSI DIVISION		
CSI Division	Total	Comments
Div 01 GENERAL CONDITIONS	\$ 25,547	PM - 8Hours/week Superintendent - 12Hours/week
Div 01 GENERAL REQUIREMENTS	\$ 11,900	Toilets, Drinking Water, (2) Dumpsters, Misc Materials & Tools
Div 02 DEMOLITION	\$ 17,470	Demo/ Removal of Dryrotted Wood, Windows, Doors, Surface Mounted Electrical/Lights
Div 06 ROUGH CARPENTRY	\$ 10,750	New Wood Members
Div 07 ROOFING & ACCESSORIES	\$ 2,600	Replacement of Broken Tiles
Div 08 DOORS, FRAMES AND HARDWARE	\$ 23,360	New WD Doors/Frames/Hardware
Div 08 GLASS & GLAZING	\$ 18,866	New Windows
Div 09 EIFS / STUCCO	\$ 12,500	Crack Patching and Skim Coating
Div 09 PAINTING	\$ 13,000	Repaint Both Buildings
Subtotal	\$ 135,992	
0.0%	Permit Tap Fees	\$ -
0.0%	Design / Engineering Fees	\$ -
0.0%	Construction Contingency	\$ -
1.5%	G/L Insurance	\$ 2,040
0.0%	Builder's Risk Insurance	\$ -
10.0%	Contractor Fee	\$ 14,907
7.22%	Gross Receipts Tax	\$ 11,035
	Total	\$ 163,973



**CITY COUNCIL
COMMUNICATION**

**Business Item III.A
Adoption of Resolution 26-613 Ad
Valorem SLIDs 1, 2, and 3**

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: 7/9/2026
Presenter: Paige Peterson, Asst. City Mgr./Finance Director

RECOMMENDED MOTION:

MOVE TO ADOPT RESOLUTION 26-613 SETTING THE AD VALOREM TAX LEVY FOR FISCAL YEAR 2027 FOR SLIDS 1, 2, AND 3

BACKGROUND/DISCUSSION:

Adopting tax levies for the Street Light Improvement Districts (SLIDs) is a three-part process: (1) Tentative Budget Adoption, (2) Public Hearing and Final Budget Adoption, and (3) Tax Levy Adoption. This resolution adopts the tax levy for SLIDs 1, 2, and 3 and the rates remain the same as presented during the June 17, 2026, meeting.

SLID 1 is located in the Village at Litchfield Park, encompassing the southern Village area. SLID 2 encompasses the central area of the city including the resort, central businesses, and a large portion of the central residences. SLID 3 is also located in the Village at Litchfield Park, encompassing the northern Village area.

All property owners within each respective SLID are collectively assessed each year to cover the cost of operating the lighting within the districts. Arizona Public Service Company bills the City for the cost of the lighting. According to State Law, the maximum amount that property owners can be assessed for a SLID is \$1.20 per \$100 of assessed value.

These are tentative assessment rates to be finalized by Maricopa County based on their final property valuations issued in August 2026.

Co. Dist. No.	City ID No.	City ID Name	FY 2027 Budgeted Expense	FY 2027 Tax Levy Request
23433	SLID #1	Litchfield Park, Arizona Lighting Improvement District No. 1	\$34,727	\$32,451

23507	SLID #2	Litchfield Park, Arizona Improvement District No. 2	Lighting	\$173,064	\$169,269
23638	SLID #3	Litchfield Park, Arizona Improvement District No. 3	Lighting	\$43,963	\$42,575

STAFF RECOMMENDATION:

Staff recommends adoption of Resolution 26-613, setting the tax levy for SLIDs 1, 2, and 3.

FINANCIAL IMPACT:

There is no city financial impact as each district is assessed for their cost of electricity.

ATTACHMENTS:

1. Res 26-613 FY27 Ad Valorem - SLIDs

**CITY OF LITCHFIELD PARK
RESOLUTION NO. 26-613**

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE CITY OF LITCHFIELD PARK, MARICOPA COUNTY, ARIZONA, ADOPTING THE FINAL BUDGET AND SETTING THE AD VALOREM TAX LEVY FOR FISCAL YEAR 2027 FOR THE CITY OF LITCHFIELD PARK STREET LIGHTING IMPROVEMENT DISTRICTS.

WHEREAS, the provisions of A.R.S. § 48-616 require the governing body to levy taxes upon all property in a municipal street lighting improvement district necessary to pay the annual expenses of said districts; and

WHEREAS, the Mayor and Council of the City of Litchfield Park, having adopted annual statements and estimates of expenses of municipal street lighting districts as part of a public meeting on June 17, 2026; and

WHEREAS, the County of Maricopa is the assessing and collecting authority for the City of Litchfield Park, the City is required to transmit a certified copy of this Resolution to the Assessor and Board of Supervisors of Maricopa County, Arizona by the third Monday in August;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Litchfield Park, Arizona, that the annual statements and estimates of expenses of municipal street lighting districts adopted on June 17, 2026, is hereby approved as the final budget for fiscal year 2027.

BE IT FURTHER RESOLVED that for each street lighting improvement district listed on the attached Schedule of Estimated Assessments, a tax rate sufficient to provide funds for the annual expenses of each street lighting improvement district within the City of Litchfield Park, as listed in the attached Schedule, is hereby levied on all property, both real and personal, within the boundaries of said district, except such property which is, by law, exempt from taxation. Said levy shall not exceed \$1.20 per \$100 assessed valuation as specified in the column labeled FY 2027 Levy Request.

BE IT FURTHER RESOLVED that all resolutions and parts of resolutions in conflict with the provisions of this Resolution or any part of the Code adopted herein by reference, are hereby repealed.

BE IT FURTHER RESOLVED if any section, subsection, sentence, clause, phrase or portion of this Resolution or any part of the Code adopted herein by reference, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

PASSED AND ADOPTED by the Mayor and Council of the City of Litchfield Park, Maricopa County, Arizona, this 9th day of July, 2026.

Thomas L. Schoaf, Mayor

ATTEST:

Terri Roth, MMC, City Clerk

APPROVED AS TO FORM:

Pierce Coleman, PLC, City Attorneys
By: Joseph D. Estes

State of Arizona)
County of Maricopa)
City of Litchfield Park)

I, Terri Roth, City Clerk of the City of Litchfield Park, Arizona, do hereby certify that the foregoing Resolution No. 26-613 was placed on its final passage and passed by the Council of the City of Litchfield Park, Arizona, at a meeting thereof held on the 9th day of July, 2026, and approved by the Mayor of said City on the 9th day of July, 2026.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of said City this 9th day of July, 2026.

Terri Roth, MMC, City Clerk

(seal of city)

CITY OF LITCHFIELD PARK, ARIZONA
Street Light Improvement Districts
Schedule of Estimated Assessments
Fiscal Year 2027

Prepared By: Paige Peterson

Co. Dist. No.	City ID No.	City ID Name	FY 2027 Budgeted Expense	FY 2027 Tax Levy Request
23433	SLID #1	Litchfield Park, Arizona Lighting Improvement District No. 1	\$34,727	\$32,451
23507	SLID #2	Litchfield Park, Arizona Lighting Improvement District No. 2	\$173,064	\$169,269
23638	SLID #3	Litchfield Park, Arizona Lighting Improvement District No. 3	\$43,963	\$42,575