

City Council
Regular Meeting
Agenda

Litchfield Park Branch Library
Community Room
101 W. Wigwam Blvd.
Litchfield Park, AZ 85340

Wednesday, August 12, 2026

7:00 PM

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. Pledge of Allegiance

III. Mayor and Council Members Report on Current Events

IV. 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 and data from the City's App:

- Administration
- Building Safety
- City Clerk
- Community and Recreation Services
- Engineering
- Finance
- Human Resources
- Planning
- Public Works
- Engage LP

V. 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.

VI. Presentations

A. Employee of the Quarter

INFORMATION ONLY

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

Mayor Schoaf may present Stacey Frederico, Administrative Assistant II, a certificate as the recipient of the 2nd quarter of 2026.

B. Ovarian Cancer Awareness Proclamation

INFORMATION ONLY

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

Mayor Schoaf may read a proclamation declaring September as Ovarian Cancer Awareness Month.

C. Introduction of New Employees

INFORMATION ONLY

Presenter: [Lisa Adams-Williams, Human Resources Director](#)

Ms. Williams will introduce Edward "Ed" Padron, Streets Superintendent, as the City's newest full-time employee.

D. Pavement Management Plan Treatment Information

INFORMATION ONLY

Presenter: [Keith Drunasky, City Engineer](#)

Mr. Drunasky will present on various types of pavement damages, treatments and costs.

E. 2026 GFOAz Finance Excellence Award**INFORMATION ONLY****Presenter:** Matthew Williams, City Manager

Recognition of Paige Peterson for receiving the 2026 GFOAz Finance Excellence Award

F. City Prosecutor Recognition of Service**INFORMATION ONLY****Presenter:** Thomas L. Schoaf, Mayor

Mayor Schoaf may recognize David Ledyard for his years of service as the City Prosecutor.

VII. Reports

The reports listed in this section are non-verbal. Any questions regarding these reports should be submitted to the City Manager for a response prior to the meeting.

A. Public Safety Services Monthly Reports**1. Goodyear Fire Report****INFORMATION ONLY**

This report may include an update on 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**

This report includes an update on 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**

This report will include an update on the City's budget and expenditures for FY26 through June. Follow-up items from the previous Council meeting may also be discussed.

2. Communications Update**INFORMATION ONLY**

This report includes an update on activity during the month of June & July.

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

This report includes an update on the following items:

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

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

This report includes an update on the following items:

- Project Updates
- Budgets
- Timelines

5. Special Projects Update**INFORMATION ONLY**

This report includes an update on the status of Special Projects, including Litchfield Square development, La Loma Restoration, and The Thomas project. 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

VIII. 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 June 3, 2026 work study session, the June 17, 2026 special and regular meetings and the July 9, 27, 30, 2026 special meetings minutes.

B. Old Litchfield Road Street Closure**ACTION/COMMENT**

Presenter: Matthew Williams, City Manager

Discussion and possible action to approve a temporary street closure of Old Litchfield Road for September 3, 2026.

C. Facility Use Agreement with The Odyssey Preparatory Academy**ACTION/COMMENT**

Presenter: Tricia Kramer, Community & Recreation Services Director

Discussion and possible action to approve a Recreational Facility Use Agreement between the City of Litchfield Park and The Odyssey Preparatory Academy for use of the Recreation Center Pool for the 2026 high school swim season.

D. Tennis Instructor Contract with Amanda Schell **ACTION/COMMENT**
Presenter: *Tricia Kramer, Community & Recreation Services Director*

Discussion and possible action to approve the Independent Contractor Agreement between the City of Litchfield Park and Tennis Professional Amanda Schell.

E. Millennium High School Homecoming Parade **ACTION/COMMENT**
Presenter: *Tricia Kramer, Community & Recreation Services Director*

Discussion and possible action to approve street closures for the Millennium High School Homecoming Parade on September 19, 2026.

F. 2026 Proposed Resolutions - League of Arizona Cities and Towns **ACTION/COMMENT**
Presenter: *Thomas L. Schoaf, Mayor*

Discussion and possible direction to the Mayor regarding proposed resolutions by the League of Arizona Cities and Towns to be voted on by the League Resolution Committee at the upcoming League Annual Conference scheduled for August 18-21, 2026.

G. FY2026 Budget Adjustments **ACTION/COMMENT**
Presenter: *Paige Peterson, Asst. City Mgr./Finance Director*

Discussion and possible action to approve the FY26 budget adjustments.

H. Amendment to Police Services IGA **ACTION/COMMENT**
Presenter: *Paige Peterson, Asst. City Mgr./Finance Director*

Discussion and possible action to approve an amendment to the Police Services IGA.

IX. Business

X. Executive Session

- A. An Executive Session may be called during the public meeting on any item on this agenda pursuant to A.R.S. § 38-431.03(A)(3) for the purpose of receiving legal advice.**
- B. An executive session pursuant to A.R.S. § 38-431.03(A)(3) for discussion or consultation for legal advice with the City Attorney regarding a notice of claim submitted by Thomas Lewis.**

XI. Adjournment

Thomas L. Schoaf, Mayor

Affidavit of Posting

I, Terri Roth, MMC, City Clerk. do hereby certify that I caused to be posted a true and correct copy of this agenda for the City Council meeting of Wednesday, August 12, 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

City Manager's Report
on Current
Events Item IV.A

To: Mayor Thomas L. Schoaf and Members of the City Council
From: Matthew Williams, City Manager
Meeting Date: 8/12/2026
Presenter: Matthew Williams, City Manager

RECOMMENDED MOTION:

NONE

BACKGROUND/DISCUSSION:

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

STAFF RECOMMENDATION:

NONE

FINANCIAL IMPACT:

NONE

ATTACHMENTS:

1. City Manager August 2026 Weekly Report

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

Community and Recreation Services (Tricia Kramer)

Recreation Center Facility

- On Tues., 7/28, Staff participated in Litchfield Elementary School's Open House to promote the City's fall programming and events.

Aquatics

- Our August Water Aerobics class begins on 8/3. We currently have 6 registrants. We also allow drop-in participants. The drop-in rate is \$6 per class.

Community Services

- The mural team from Catitude Arts completed the work on the mural project at the new library.
- The U.S. Coast Guard assisted with the flag raising ceremony on 8/4. Members of USCG Auxiliary Flotilla 10-7 served as our flag detail.
- Two memorial bench applications were received this week. PG will be ordering the benches. We are working with the applicant to identify placement locations for the benches.

Preschool

- This week Staff have been finalizing the classroom and lesson plans for the 26/27 School Year. The first day of Preschool is next Monday, 8/3. There are 46 Preschoolers registered to date. We continue to accept students through open enrollment. Meet the Teacher Day was successfully held on 7/27.

Sports

- Staff are preparing for the Coach Pitch season. The coaches' meeting is scheduled for 8/6. The season begins on 9/8. We currently have 69 kids registered.
- Our Fall Sports Registration is ongoing. We currently have 403 kids registered: 159 in Basketball, 91 in Flag Football, and 153 in Tee Ball.

Special Events

- Staff met with the Assistant City Manager, City Engineer, and Public Grounds Superintendent on 7/29 to discuss road closures for the annual Millennium Homecoming Parade. Millennium would like to hold their parade on 9/19 this year. Staff are discussing city staff doing traffic control vs requiring a professional traffic control company.
- Staff continues to seek out partnerships with local businesses and service providers for our upcoming Special Events season.
- This week staff also decided on the elements we want to include in this year's tree lighting ceremony and Christmas in the Park, including MC/sound, petting zoo, sleigh rides, inflatables and photo booth. Santa has already been secured for these events. Staff reached out to vendors for quotes and availability.
- Our second annual Sparkle in the Square event was held on 7/3. The event was well attended and received very positive feedback from the community so far.

City Engineer (Keith Drunasky)

- Roundabout contractor removed traffic control on the evening of 7/29 for meet the teacher night at the new AFHS. This allowed full access and movement of the roundabout for a few hours, then traffic control was put back up overnight.
- Re-issued Temporary Certificate of Occupancy to the AFHS School Project. Stipulations are a part of this certificate and must be completed prior to final Certificate issuance.
- Zayo fiber installations along Litchfield Road were completed by Fishel this week. This includes fiber connection to the new AFHS school.
- Coordinated with TyLin on their scoping for the Camelback Road underpass and corridor improvements design concept, predesign project.
- Completed temp certificate of occupancy inspections for AFHS and the Library.
- Completed pre-punch walk of the entire Litchfield Road Roundabout Project to generate a list of outstanding or replacement/damaged improvements. This walk is anticipation of a final walk.
- Completed CIP inspections of Litchfield Road roundabout, Hilltop, utility installations, AFHS and Library projects.
- Completed multiple, daily field meetings at AFHS and the Library to review final completion items and monitor temp. C of O status and list.
- Engaged the on-call engineering consultant EPS Group to survey the spoils stockpile at the Hilltop to determine an accurate volume remaining number. This will allow City to know what we are actually going to need to haul off.
- Reviewed submittals and RFI's for the Library Project, Roundabout project, and AFHS.
- Coordinated with consultant and contractor for the Litchfield/Missouri signal. Contractor is actively boring conduit, digging for foundations, grading and shaping, etc. Traffic control is also in place for this project.
- Attended field meeting with APS and Nesbitt Contracting for the Litchfield/Missouri traffic signal project. There are issues with existing transformers that are requiring a reroute of the power conduit to power up the signal and the roundabout lights. The Team determined a solution on site and are moving forward with it.
- Reviewed and approved shop drawings for Litchfield/Missouri signal project.
- As a reminder, Sun Health is building the Litchfield/Denny signal.
- Attended post-mortem meeting with staff to discuss improvements to public outreach for pavement management program street work.
- Engaged with a public outreach consultant to provide notifications for upcoming additional pavement treatment work.
- The on-call consultant is finalizing the safety/speed study on Old Litchfield Road between Desert and Sagebrush. Initial findings do not cross the threshold for doing any speed mitigation measures.

- Followed up with 5 contractors on their status of the bidding process for the Paseo La Loma Phase IA construction project. We expect bids back mid-August. One has declined to bid.
- Issued multiple Public Works permits for utility providers including APS, SW Gas, Cox, Liberty.
- Issued responses to the Engage LP/311 app being used by City Staff.
- Received a bid from a contractor to remove and replace an existing damaged catch basin on Cercado. Contractor may start within the next 2 weeks and will restrict access partially.
- Completed final plans for Litchfield/Missouri signal project and submitted for permit to both MCDOT and City of Glendale. This project is anticipated to be completed by Christmas 26'.
- Attended preconstruction meeting for the City of Goodyear's Camelback Road Widening Project (SR303 to Village Parkway). Construction is anticipated to start by July 30, 2026. Sunland Asphalt is the GC Contractor. Project is anticipated to take 392 days to complete.

Streets

- Staff repainted the existing cross walk, stop bars, arrows, parking and school letter striping along Old Litchfield Road and Sagebrush prior to start of school this week.
- Staff repainted multiple other crosswalks, stop bars, lettering and arrows throughout the City.
- Staff has completed removal of debris on storm drain inlets
- Staff coordinated a downed APS streetlight on Villa Nueva.
- Staff continues to purchase materials and tools for street repairs and replacements.
- The new Street Superintendent will begin work on August 10th.

Communications and Government Relations (Yosha Brunson Kuhl)

Communications

- The run-of-show for the Library and Agua Fria ribbon cutting was emailed to Council on Wednesday morning.

Government Relations

- No report.

Special Projects/Planning Department (Randy Proch)

Special Projects

- The roundabout was opened for full traffic movement on Wednesday afternoon, ahead of the Meet the Teacher night. Staff observed vehicles, which did not have any issues navigating the movements, other than a few cars that were too cautious and stopped within the circle. There will be no lane closures during pick-up and dropoff times on school days. Most of the signs have been placed with the electronic flashing signs and reduced speed limit signs on order and expected within two weeks.

- The school has a few remaining sections of the sidewalk/Pathway to complete, with an additional stairwell to construct onto Litchfield Road and the two stairwells within the retaining wall to get up to La Loma Park to come.
- The library staff has fully reported to the new location with bookshelves being stocked. A few segments of connecting sidewalks remain along with the permanent drive-up book drop to be finished.
- Several contractors are reviewing the Phase 1A park plans for consideration of building La Loma Park.

Planning Department

- Saint Peter's presented the current idea for the school expansion in a Pre-App meeting with Planning, Engineering, and Building. The proposal is for a two-story building directly west of Celebration Hall, to replace the existing building there. The new structure would contain up to 159 occupants for elementary students. This new building and expansion of the school will require current conformance to all ADA and Goodyear FD needs, including hydrants, sprinklers, accessible routes, and fire apparatus access. Staff expects a second Pre-App meeting soon to discuss this evolving project.
- Interest in the Monument Point business park continues.
- Go live for some modules of GovWell is expected next week for internal use. Staff will test, try out, and ensure full functionality and no issues before public use.
- Planning staff managed multiple tasks with the opening of the school and library.

Building Safety Department (Brian Bertucci)

- Permit submittals 2
- Permits issued 0
- Field inspections 16
- Two tenant improvement permit submittals were received for Heritage Place. 6th & Horizon Cafe and Westerly Salon.

Public Grounds Department (Kevin Hamilton)

- Dead hilltop trees were removed for a cost of \$50k (71) and the "relocate" trees for a cost of \$13,000 (17).
- Brightview also began palm pruning on hilltop for remaining 107 fan palms.
- West Coast Arbor continues to progress down Bird Ln. And La Loma fan palm pruning.
- Finalized Green Waste Lot operating procedures and access controls.
- Strengthened supervisory accountability through corrective action documentation.
- Confirmed supervisor roles and expectations through written follow-up.
- Published public communication regarding the city's palm pruning progress.
- Initiated regional collaboration on street sweeping services with the City of Goodyear.
- Continued implementing operational standards and process improvements across the Public Grounds Division.
- All palms along LF Rd. Treated for termites
- Scout, Aleppo, Camelback, and Turtle parks treated for gophers.
- Millenium parade planning meeting kicks off

- Meet with agronomist team to get parks and turf on yearly agronomic calendar for FY27 and FY 28.
- Hilltop bathhouse demolished
- Hilltop additional supplies put in storage
- Sagebrush lot cleared and dirt piles removed.
- Crews have reached 80% completion for citywide aeration project in turf
- Phase II city wide painting project started 7/16 and will continue on the next 2 weeks.

Facilities Management (Kris Scott)

- Scheduling with Bay Alarm to complete camera/cradle install at the Scout Park underpass.
- Compiling final documentation from Waltz to move forward with the Hilltop cottage repairs.
- Received final RFP for facilities janitorial contract. Comparing proposals for final selection.
- Working with lighting distributor on lighting options and pricing for Scout Park underpass pathway.
- Sourcing consumables for the Litchfield Park library.
- Completed Waste Management agreement for an initial 4-yard service at Litchfield Park library.
- 6 work requests closed

Human Resource Department (Lisa Adams-Williams)

- Hiring
 - Streets Superintendent – New Hire, Edward “Ed” Padron starts on Mon., Aug. 10th
 - Site Supervisor (Fall) -- 5 applicants
- Department Projects (In Progress/Completed)
 - Moving HR files from the HR drive to Paycor file system— Complete. Data proofing is on holding pending completion of FY system updates/audit
 - Department Job Descriptions/Class & Comp.—ongoing/as needed
 - Policy Updates—ongoing/as needed
 - Pulling Audit data per Finance request
 - Auditing new FY changes with invoices/billing--
 - ASRS --completed
 - Life Ins. (basic, supplemental, AD & D and Voluntary)--completed.
 - Health, Vision & Dental audit pending due to delay with AmeriBen on July and August invoices.
- Wellness/ EAC
 - August 13th EAC Mtg.
 - Scheduling of On-Site Vision pending
 - Scheduling of On-Site Dental pending
 - Scheduling of On-Site Chair Massage pending

- Risk Management (In Progress/Completed)
 - Submittal/Processing of various claims (street tar, accidents)

City Clerk's Department (Terri Roth)

- The City held a primary election on July 21st. The results are Mayor Schoaf, Council Members Sarah Pearson, Paul Faith, and Joshua Cody Conklin. Per the City Charter, the Councilmembers elect will be sworn into office after January 1st or at the January Council meeting, dependent upon their preference.
- Clerk's office continues to work with the intern regarding duties and operations of the department. He was able to see elections in action for the primary. Also, we are scheduling time with each department for him to learn about as well.
- Quotes are being received to purchase a plotter/scanner to assist with the retention of large plans currently being stored in the vault. Once scanned into Laserfiche, we can purge the paper documents to create more space in the vault. Also, Planning & Engineering departments will be able to utilize as well.

Finance/IT Department/ACM (Paige Peterson)

Finance

- We received the final closeout notification from the US Department of the Treasury for the State and Local Fiscal Recovery (SLFRF) funds. They confirm that the City submitted a fully compliant final report, including certification of the accuracy and completion of the final report and submitted a fully compliant Federal Financial Report.
- Paige was recently selected to receive the 2026 Finance Excellence Award from GFOAz. She will be presented with the award at the GFOAz Summer Conference Awards Luncheon.

Assistant City Manager

- Attended a meeting with Special Events, Grounds and Engineering/Streets to discuss the Millenium parade route road closures.

IT

- Sentinel will be installing the firewall at the new library early next week. Once this is done, the security system cameras will go live. Bay Alarm has already installed the hardware.
- The wifi access points upgrade project should start in mid-August. The current wifi access points are out of life and cannot be updated.
- Staff are working with Caselle on the Caselle Cloud migration that must be completed by August 15th.
- We signed the agreement with Sentinel this week to update all the wifi access points. This project will kick off in the next couple of weeks.
- Staff are coordinating with Sentinel installation of new equipment at the Litchfield Park library.
-

Code Enforcement (Rena Dosch)

- Opened new cases:

- Unsecured items on Oro Vista (x2)
- Boat parking on driveway on Llano Dr
- Trailer parking on Redondo Dr (x2)
- 2nd Notice issued:
 - Landscaping on Villa Nueva
 - Trailer parking on Bird Ln
- Closed

Administration

- Staff obtained a speed study on Old Litchfield Road after complaints of crosswalk safety near the lake. The speed study has been completed and no justification for a raised speedtable, hawk signal or other methods were warranted. Staff will be looking at the lighting in this area.
- Staff attended ACMA in Tucson.
- Staff are updating the Litchfield Square RFP to reflect the new BOV's.
- Staff are awaiting quotes on the hilltop projects. Hayden will be installing the utility stubs between the library and the school. The Agua Fria contractor continues to move the dirt stockpile.
- Staff spent many hours this week working at the library and school sites in preparation for Monday's opening.
- David Ledyard has retired as the city prosecutor after many years of service.
- AVPD is conducting a traffic control campaign at the 4-way stop at Old Litchfield and wigwam blvd. This includes golfcarts who should be using the streets vs the sidewalks and crosswalks.
- AVPD is also conducting education efforts on the new scooter ordinance which will begin enforcement in mid-August.
- The new library, hilltop school and Brinton roundabout opened on August 3rd as promised.

Respectfully submitted,

Matthew C. Williams

City Manager



CITY COUNCIL COMMUNICATION

**Presentations Item VI.A
Employee of the Quarter**

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: 8/12/2026
Presenter: Thomas L. Schoaf, Mayor

RECOMMENDED MOTION:

N/A

BACKGROUND/DISCUSSION:

N/A

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

ATTACHMENTS:

1. Employee of the Quarter Certificate_2nd Qtr 2026
2. EOQ Council Notice_2nd Qtr 2026



In appreciation of your service,
we hereby present to

Stacey Frederico

the Employee of the Quarter award recognizing her outstanding quality of
work and public ambassadorship for the quarter ending June 30, 2026 .

City of Litchfield Park

This 12th Day of August 2026

Matthew Williams
City Manager



Thomas L. Schoaf
Mayor



Nominees for the 2nd Quarter of 2026

Employee	Department	Number of Nominations
Mario Ayala	Public Grounds	1
Stacey Frederico	City Hall	1
Rick Maldonado	Public Grounds	2
Liam Stevens-Ennis	Rec Center	1
Ray Villanueva	Public Grounds	1

Employee of the 1st Quarter of 2026:
Stacey Frederico



CITY COUNCIL COMMUNICATION

Presentations Item VI.B Ovarian Cancer Awareness Proclamation

To: Mayor Thomas L. Schoaf and Members of the City Council
From: Terri Roth, City Clerk
Through: Matthew Williams, City Manager
Meeting Date: 8/12/2026
Presenter: Thomas L. Schoaf, Mayor

RECOMMENDED MOTION:

N/A

BACKGROUND/DISCUSSION:

N/A

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

ATTACHMENTS:

1. 2026 Ovarian Cancer Awareness Proclamation



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

OVARIAN CANCER AWARENESS MONTH

WHEREAS, Ovarian cancer is the 5th leading cause of cancer-related death among women in the United States, and the American Cancer Society estimates that in 2026 approximately 21,010 women will be diagnosed with ovarian cancer and 12,450 will die from the disease nationwide, including 510 new cases and 330 deaths in Arizona;

WHEREAS, a woman's lifetime risk of being diagnosed with ovarian cancer is about 1 in 91; and her lifetime risk of dying from the disease is approximately 1 in 143; and

WHEREAS, due to vague, nonspecific symptoms and the absence of a reliable early detection test, the majority of women are diagnosed at Stage III or later, when the cancer has already spread beyond the ovaries; and

WHEREAS, although the five-year survival rate for Stage I ovarian cancer exceeds 90 percent, only 15 percent of cases are diagnosed at this early stage. For those diagnosed in later stages, the five-year survival rate drops below 30 percent; and

WHEREAS, while screening tools such as mammograms and pap tests exist for breast and cervical cancers, no equivalent screening test exists for ovarian cancer, making awareness of symptoms and risk factors essential for early intervention; and

WHEREAS, increased public education about ovarian cancer can help save lives by promoting earlier diagnosis, supporting access to gynecologic oncology care, and encouraging research funding for better detection and treatment options; and

WHEREAS, during the month of September, the City of Litchfield Park joins survivors, families, healthcare professionals, advocacy organizations, and all those committed to raising awareness, remembering lives lost, and offering hope for a future with better outcomes and ultimately, a cure.

NOW, THEREFORE, I, Thomas L. Schoaf, Mayor of the City of Litchfield Park, Arizona, do hereby proclaim September 2026, as

*** OVARIAN CANCER AWARENESS MONTH ***

and encourage all residents to participate in awareness activities, wear teal in support, and engage in conversations that help save lives and support the thousands of families affected by this devastating disease.

Dated this 12th day of August 2026.

City of Litchfield Park

Thomas L. Schoaf, Mayor

Attest:

Terri Roth, MMC, City Clerk





**CITY COUNCIL
COMMUNICATION**

**Presentations Item VI.C
Introduction of New Employees**

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: 8/12/2026
Presenter: Lisa Adams-Williams, Human Resources Director

RECOMMENDED MOTION:

N/A

BACKGROUND/DISCUSSION:

Ed began employment on August 10, 2026

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

ATTACHMENTS:

To: Mayor Thomas L. Schoaf and Members of the City Council
From: Keith Drunasky, City Engineer
Through: Matthew Williams, City Manager
Meeting Date: 8/12/2026
Presenter: Keith Drunasky, City Engineer

RECOMMENDED MOTION:

INFORMATION ONLY. NO ACTION WILL BE TAKEN ON THIS ITEM.

BACKGROUND/DISCUSSION:

The Engineering and Streets Departments maintain a comprehensive 10-year Pavement Management Plan (PMP) for the roadways and alleys with the City of Litchfield Park. The historical maintenance records, current conditions, and projected 10-year treatments are also maintained and evaluated routinely. City streets are evaluated each year for their pavement condition prior to developing a final treatment listing based on available funding. Maps are developed and combined with project specifications before contractors are solicited for construction services.

The PMP is implemented annually via the Capital Improvement Program (CIP). It relies primarily on Highway User Revenue Fund (HURF) allocations, supplemented by CIP and Capital Contingency funds. With current funding levels, city streets receive an average of 1 to 2 pavement treatments within a 5 to 10-year period. While the PMP typically targets numerous street segments citywide, certain fiscal years require major, standalone projects. These high-impact projects—such as the mill and overlay of Litchfield Road or the full reconstruction of the Dysart/Indian School intersection—can consume the majority of that year’s allocated budget.

The Engineering and Streets Department will provide a PMP-oriented presentation that may address the following topics:

- Types of Pavement Damages and Failures
- What causes Pavement Damage and Failure
- Pavement Treatment Options
- Pavement Condition Evaluations
- Appropriate Treatments for Pavement Failures
- General Costs for Treatment Types

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

ATTACHMENTS:



**CITY COUNCIL
COMMUNICATION**

**Presentations Item VI.E
2026 GFOAz Finance Excellence Award**

To: Mayor Thomas L. Schoaf and Members of the City Council
From: Matthew Williams, City Manager
Meeting Date: 8/12/2026
Presenter: Matthew Williams, City Manager

RECOMMENDED MOTION:

N/A

BACKGROUND/DISCUSSION:

Paige Peterson was presented the award on Thursday, August 6, 2026 at the Government Finance Officers Association of Arizona (GFOAz) annual conference.

Nominations were submitted by City of Litchfield Park colleagues. There were 20 nominations submitted for the award. There are two recipients each year and the Awards Committee chose Ms. Peterson as one of the award recipients for 2026.

This award recognizes an outstanding individual with at least 5 years' experience in government finance. The recipient exhibits a dedication and commitment to public service and the practice of government finance. For example, this may include members who train, mentor, or assist others; members who demonstrate extraordinary leadership, initiative, or innovation in the performance of their duties; and those who make, or have made through their career, significant contributions to government finance in Arizona.

Congratulations Paige!

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

ATTACHMENTS:



**CITY COUNCIL
COMMUNICATION**

**Presentations Item VI.F
City Prosecutor Recognition of Service**

To: Mayor Thomas L. Schoaf and Members of the City Council
From: Matthew Williams, City Manager
Meeting Date: 8/12/2026
Presenter: Thomas L. Schoaf, Mayor

RECOMMENDED MOTION:

N/A

BACKGROUND/DISCUSSION:

David Ledyard has served our residents as City Prosecutor for many years. We thank him for his decades of service to the City.

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

ATTACHMENTS:



CITY COUNCIL COMMUNICATION

Reports Item VII.A.1
Goodyear Fire Report

To: Mayor Thomas L. Schoaf and Members of the City Council
From: Chief Luizzi, GYFD
Through: Matthew Williams, City Manager
Meeting Date: 8/12/2026
Presenter:

RECOMMENDED MOTION:

N/A

BACKGROUND/DISCUSSION:

N/A

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

ATTACHMENTS:

1. GYFD Monthly Report - June 2026
2. GYFD Monthly Report - July 2026

Goodyear Fire Department
Incident Report
City of Litchfield Park
Date Range: 06/01/2026 - 06/30/2026

Apparatus	Jurisdiction
E54	Phoenix
BC171 - E175	Avondale
BC321	AZ Fire & Medical
BC181 - E185, CR182	Goodyear



Incident Number	Incident Date	Apparatus List	Arrival Time	Property Use	Incident Type	Street Prefix	Street Name	Street Type
26245259	6/1/2026	E183, R183	18:24:49	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26245327	6/1/2026	E174	19:22:19	419 - Residential	3212 - ALS EMS Call	East	WIGWAM	Boulevard
26249202	6/4/2026	E174, R183	7:37:28	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26250905	6/5/2026	E183, R183	8:25:19	419 - Residential	3212 - ALS EMS Call	North	LITCHFIELD	Road
26254204	6/7/2026	E185, R183, R185	8:53:00	419 - Residential	3212 - ALS EMS Call	North	JASMINE	Way
26254696	6/7/2026	E174, R183	15:20:45	960 - Street	3212 - ALS EMS Call	West	CAMELBACK	Road
26254881	6/7/2026	E183, R183	17:42:18	419 - Residential	3212 - ALS EMS Call	East	CASCADA	Road
26255182	6/7/2026	CR181, E183, R183	21:47:36	419 - Residential	3212 - ALS EMS Call	West	VILLAGE	Parkway
26256052	6/8/2026	CR181, E183, R183	12:23:09	419 - Residential	3212 - ALS EMS Call	West	VILLAGE	Parkway
26256583	6/8/2026	E183	18:18:47	419 - Residential	3212 - ALS EMS Call	East	WIGWAM	Boulevard
26257021	6/9/2026	E183, R183	2:34:22	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26257639	6/9/2026	CR181, E183, R183	12:20:55	419 - Residential	3212 - ALS EMS Call	West	VILLAGE	Parkway
26257780	6/9/2026	E183, E185, R183	13:44:47	419 - Residential	3212 - ALS EMS Call	West	VILLAGE	Parkway
26259261	6/10/2026	L175, LT175, R183	12:29:23	161 - Restaurant	3212 - ALS EMS Call	West	INDIAN SCHOOL	Road
26262419	6/12/2026	E183, R183	11:57:30	419 - Residential	3212 - ALS EMS Call	West	WIGWAM	Boulevard
26263925	6/13/2026	E183, R183	10:46:57	419 - Residential	3212 - ALS EMS Call	West	WIGWAM	Boulevard
26264652	6/13/2026	E183, R183	19:49:12	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26265730	6/14/2026	E183, R183	13:36:23	960 - Street	3212 - ALS EMS Call	West	CAMELBACK	Road
26265960	6/14/2026	E183, R183	16:28:54	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26266489	6/14/2026	E183, R183	23:42:32	161 - Restaurant	3212 - ALS EMS Call	North	OLD LITCHFIELD	Road
26269499	6/16/2026	BC321, E183, R183	18:56:49	960 - Street	3212 - ALS EMS Call	South	OLD LITCHFIELD	Road
26272678	6/18/2026	E174, R188	17:48:58	419 - Residential	3212 - ALS EMS Call		ANCORA	Drive
26273445	6/19/2026	E174, R183	8:17:32	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26273454	6/19/2026	E183, R184	8:24:33	960 - Street	3212 - ALS EMS Call	West	CAMELBACK	Road
26273814	6/19/2026	E183, R185	12:47:54	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26275598	6/20/2026	E183, R183	15:52:52	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26276408	6/21/2026	E183, R183	3:39:28	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26278125	6/22/2026	E183, R185	9:26:50	960 - Street	3212 - ALS EMS Call	West	CAMELBACK	Road
26280446	6/23/2026	CR181, E174, R185	16:46:02	161 - Restaurant	3212 - ALS EMS Call	West	INDIAN SCHOOL	Road
26281847	6/24/2026	E183, R183	13:40:10	960 - Street	3212 - ALS EMS Call	West	CAMELBACK	Road
26283030	6/25/2026	E183, R183	9:04:30	960 - Street	3212 - ALS EMS Call	West	CAMELBACK	Road
26283362	6/25/2026	E174, R183	12:58:10	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26285392	6/26/2026	E174, R184, R185	17:01:54	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26285564	6/26/2026	E171, M182	19:07:06	419 - Residential	3212 - ALS EMS Call	West	DORADO	Circle
26286268	6/27/2026	E174, R183	8:20:22	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26289233	6/29/2026	E174, R183	8:18:42	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26245325	6/1/2026	CR181, E185, R185	19:22:50	419 - Residential	3213 - BLS EMS Call	West	HIDDEN TERRACE	Loop
26245537	6/1/2026	E183, R183	22:39:18	459 - Assisted Living	3213 - BLS EMS Call	West	DENNY	Boulevard
26247337	6/3/2026	E174, R183	2:19:48	459 - Assisted Living	3213 - BLS EMS Call	West	LAS CRUCES	Drive
26254398	6/7/2026	E183, R183	11:42:30	459 - Assisted Living	3213 - BLS EMS Call	West	DENNY	Boulevard
26254446	6/7/2026	E183, R185	12:13:04	419 - Residential	3213 - BLS EMS Call	North	HIDDEN	Terrace
26255695	6/8/2026	E174, R183	8:40:13	459 - Assisted Living	3213 - BLS EMS Call	West	LAS CRUCES	Drive
26256170	6/8/2026	E183, R183	13:36:39	459 - Assisted Living	3213 - BLS EMS Call	West	DENNY	Boulevard
26258199	6/9/2026	CR181, E183	18:42:21	459 - Assisted Living	3213 - BLS EMS Call	West	DENNY	Boulevard
26259089	6/10/2026	E174, R183	10:42:07	419 - Residential	3213 - BLS EMS Call	West	VILLAGE	Parkway
26259364	6/10/2026	E183, R183	13:30:05	459 - Assisted Living	3213 - BLS EMS Call	West	LAS CRUCES	Drive
26260601	6/11/2026	E183, R183	9:40:59	161 - Restaurant	3213 - BLS EMS Call	South	OLD LITCHFIELD	Road
26265131	6/14/2026	E183	3:36:50	419 - Residential	3213 - BLS EMS Call		LAGUNA	Drive
26267955	6/15/2026	E183	20:44:04	960 - Street	3213 - BLS EMS Call	West	CAMELBACK	Road
26270039	6/17/2026	E183, R185	6:37:52	419 - Residential	3213 - BLS EMS Call		LAGUNA	Drive
26270311	6/17/2026	CR181, E183	10:16:16	419 - Residential	3213 - BLS EMS Call	North	LITCHFIELD	Road
26271379	6/17/2026	E183	22:09:51	419 - Residential	3213 - BLS EMS Call	West	ALDEA	Court
26273727	6/19/2026	E174, R183	11:56:15	459 - Assisted Living	3213 - BLS EMS Call	West	DENNY	Boulevard
26274855	6/20/2026	E183, R183	3:48:46	960 - Street	3213 - BLS EMS Call	West	CAMELBACK	Road
26277164	6/21/2026	E174	16:35:10	459 - Assisted Living	3213 - BLS EMS Call	West	LAS CRUCES	Drive
26279523	6/23/2026	E174, R183	5:33:30	459 - Assisted Living	3213 - BLS EMS Call	West	LAS CRUCES	Drive
26280304	6/23/2026	E174, R185	15:10:33	459 - Assisted Living	3213 - BLS EMS Call	West	DENNY	Boulevard
26280626	6/23/2026	E174, R183	18:38:32	459 - Assisted Living	3213 - BLS EMS Call	West	LAS CRUCES	Drive
26283689	6/25/2026	E174, R183	16:08:12	419 - Residential	3213 - BLS EMS Call		ANCORA	Drive
26284454	6/26/2026	E174, R183	6:14:03	459 - Assisted Living	3213 - BLS EMS Call	West	LAS CRUCES	Drive
26285350	6/26/2026	E174, E703, R185	16:31:44	419 - Residential	3213 - BLS EMS Call	South	INCA	Drive
26290036	6/29/2026	E183, R183	17:06:58	459 - Assisted Living	3213 - BLS EMS Call	West	DENNY	Boulevard
26290602	6/30/2026	E183, R183	2:56:30	459 - Assisted Living	3213 - BLS EMS Call	West	DENNY	Boulevard
BC181, CR181, E174,								
26249752	6/4/2026	R183	13:43:37	419 - Residential	3218 - GSW	East	ACACIA	Circle
26248474	6/3/2026	E174, R185	17:36:52	960 - Street	3223 - ALS 962	West	CAMELBACK	Road
26285824	6/26/2026	E183, R184, E183, R184	22:38:41	419 - Residential	3223 - ALS 962	North	LITCHFIELD	Road
26247748	6/3/2026	E174	10:41:20	419 - Residential	353 - Elevator Rescue	North	EL MIRAGE	Road

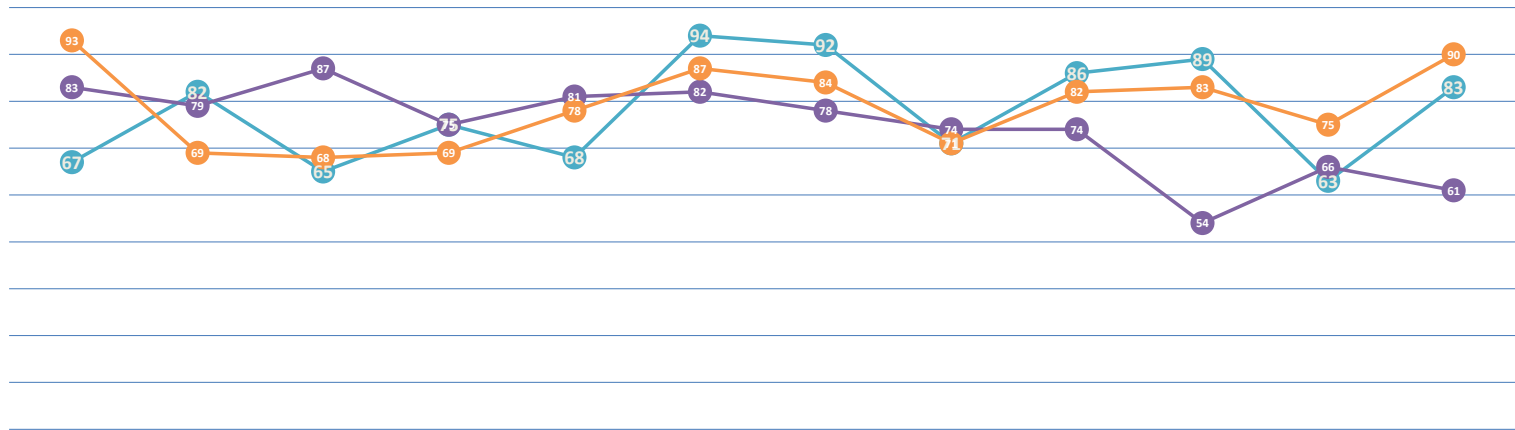
Goodyear Fire Department
Incident Report
City of Litchfield Park
Date Range: 06/01/2026 - 06/30/2026

Apparatus	Jurisdiction
E54	Phoenix
BC171 - E175	Avondale
BC321	AZ Fire & Medical
BC181 - E185, CR182	Goodyear



Incident Number	Incident Date	Apparatus List	Arrival Time	Property Use	Incident Type	Street Prefix	Street Name	Street Type
26259504	6/10/2026	E174	15:03:55	419 - Residential	353 - Elevator Rescue	North	EL MIRAGE	Road
26244330	6/1/2026	E183	8:26:52	419 - Residential	511 - Lock-out	West	HONEYSUCKLE	Street
26252547	6/6/2026	E174	8:06:14	419 - Residential	511 - Lock-out	South	VILLA NUEVA	Drive
26257459	6/9/2026	CR181	10:21:26	419 - Residential	553 - Public service	West	VILLAGE	Parkway
26259714	6/10/2026	CR181	17:32:27	419 - Residential	553 - Public service	West	VILLAGE	Parkway
26260532	6/11/2026	CR181	8:47:35	419 - Residential	553 - Public service	West	VILLAGE	Parkway
26257762	6/9/2026	E183	13:38:11	419 - Residential	554 - Assist invalid	West	ALDEA	Court
26288743	6/28/2026	E183		419 - Residential	611 - Cancelled - En Route	West	BRINTON	Avenue
26246042	6/2/2026	E183	9:15:59	419 - Residential	6111 - Cancelled - On scene	East	WIGWAM	Boulevard
26261444	6/11/2026	E183	19:22:32	419 - Residential	6111 - Cancelled - On scene	West	WIGWAM	Boulevard
26266945	6/15/2026	E183	8:55:17	200 - Educational	700 - False alarm	South	OLD LITCHFIELD	Road
26283678	6/25/2026	E183, E188, HM188	16:00:31	419 - Residential	735 - Alarm malfunction	South	MORENO	Circle
26260647	6/11/2026	E174		419 - Residential	735 - Alarm malfunction	North	GREENVIEW	Circle
26270074	6/17/2026	E183	7:23:48	419 - Residential	735 - Alarm malfunction	West	ELM	Street
26271705	6/18/2026	E183	7:01:17	419 - Residential	735 - Alarm malfunction	East	SAGEBRUSH	Street
26283487	6/25/2026	E183	14:19:51	419 - Residential	735 - Alarm malfunction	West	VILLAGE	Parkway
83	Total Responses							

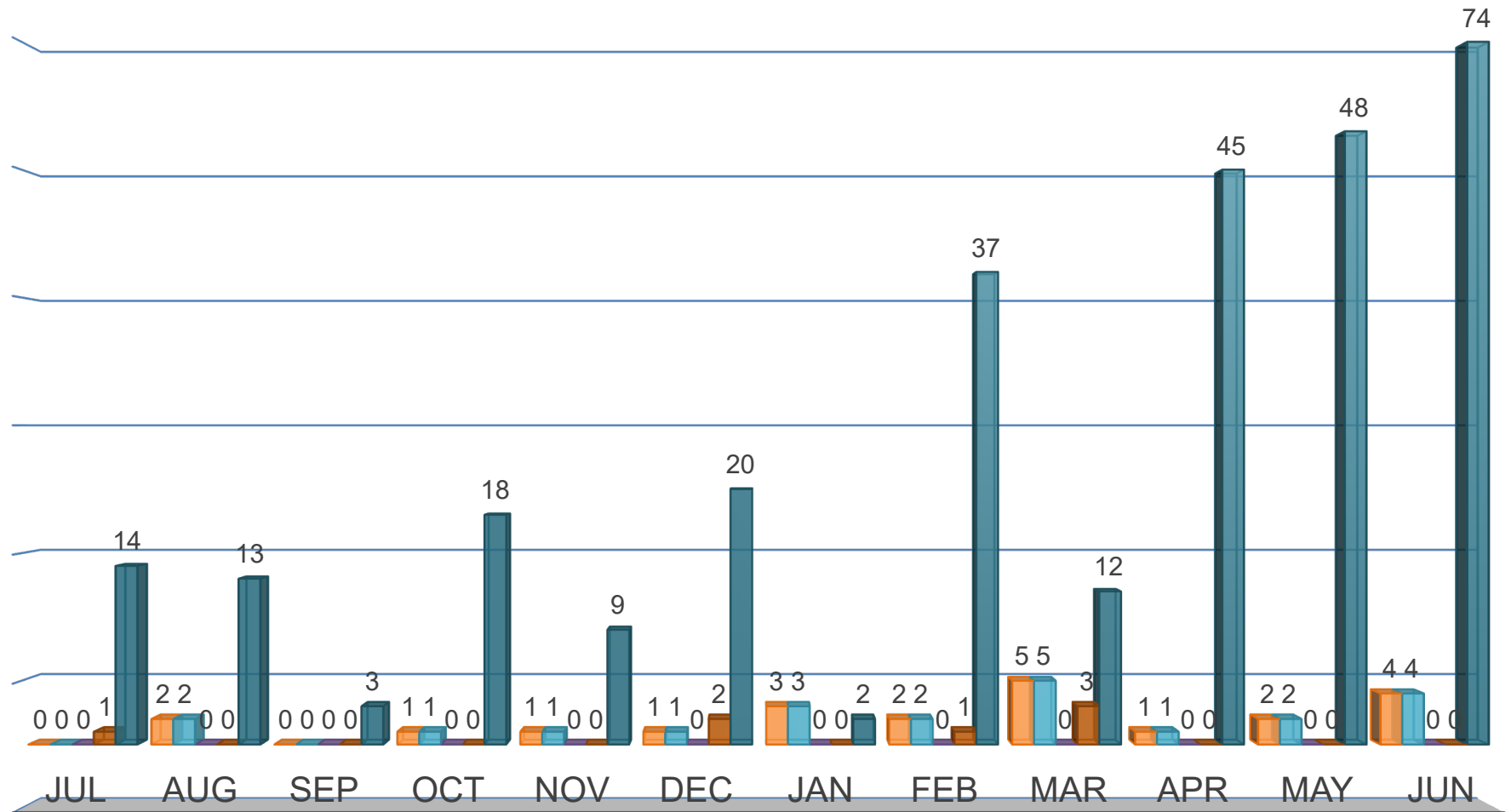
FY26
LFP Annual Trend



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Incidents FY26	67	82	65	75	68	94	92	71	86	89	63	83
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

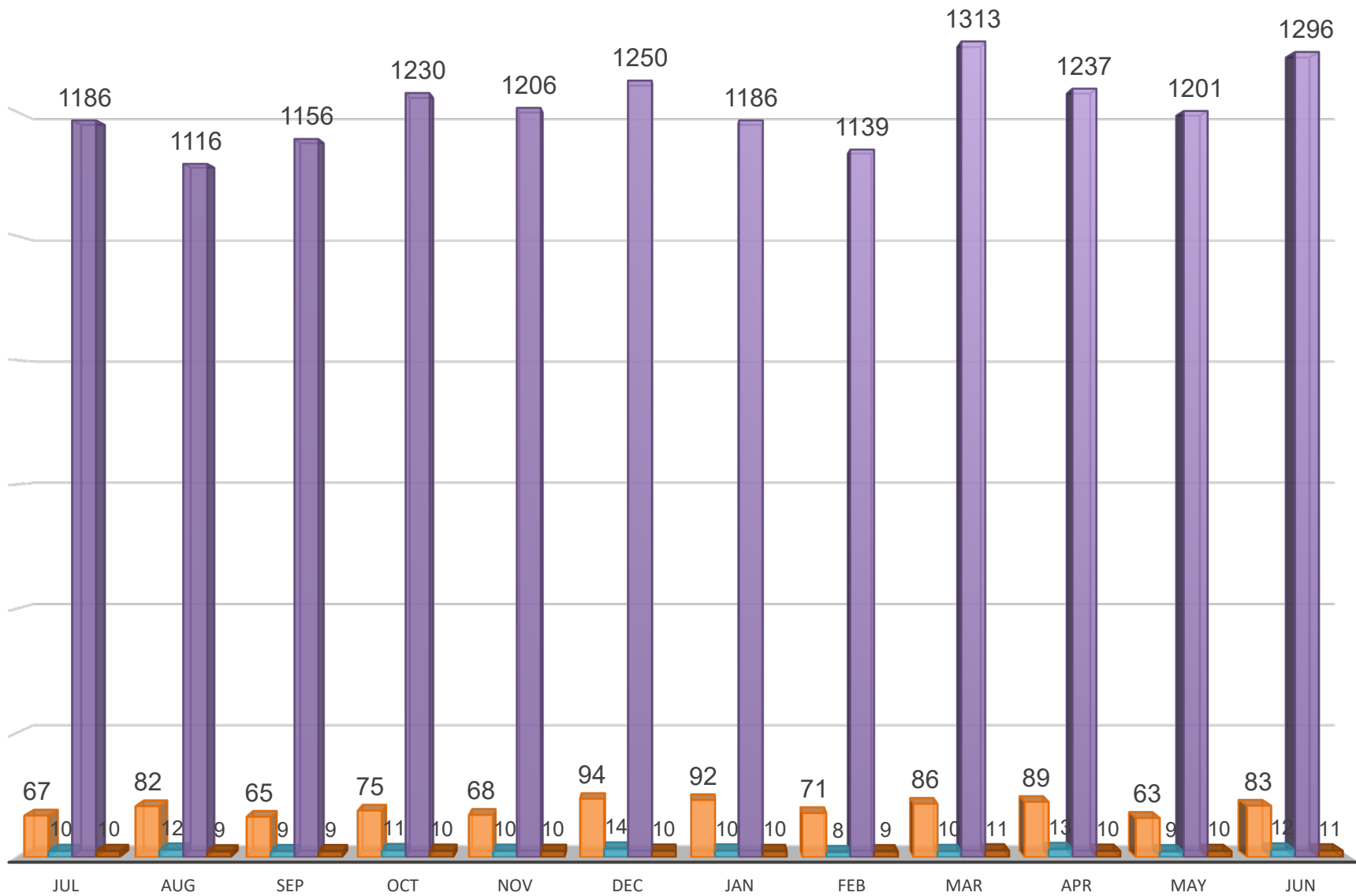
INCIDENT TYPES	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total	YTD	Annual Trend
100 - All Fires	0	0	2	1	1	2	2	2	2	0	3	0	15	15	15
200 - Explosion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
300 - EMS	60	70	54	57	56	78	80	64	68	81	50	68	786	786	786
400 - Hazardous Conditions	0	2	0	4	0	1	1	0	2	1	1	0	12	12	12
500 - Calls for Service	1	2	1	1	1	3	0	0	1	2	3	6	21	21	21
600 - Good Intent	3	7	6	6	5	8	6	4	6	4	6	3	64	64	64
700 - False Alarm/False Calls	3	1	2	5	5	2	3	1	7	1	0	6	36	36	36
800 - Severe Weather	0	0	0	1	0	0	0	0	0	0	0	0	1	1	1
900 - Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incidents FY26	67	82	65	75	68	94	92	71	86	89	63	83	935	935	935
Incidents FY25	83	79	87	75	81	82	78	74	74	54	66	61	894	894	934
Incidents FY24	93	69	68	69	78	87	84	71	82	83	75	90	813	813	813
Incidents Increase/Decrease	-16	3	-22	0	-13	12	14	-3	12	35	-3	22			
Percentage Increase/Decrease	19%	4%	25%	0%	16%	13%	15%	4%	16%	65%	5%	36%			

FY26 INSPECTIONS & PERMITS



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Plan Reviews	0	2	0	1	1	1	3	2	5	1	2	4
Construction Permits	0	2	0	1	1	1	3	2	5	1	2	4
Construction Inspections	0	0	0	0	0	0	0	0	0	0	0	0
Special Event Inspections	1	0	0	0	0	2	0	1	3	0	0	0
Occupancy Inspections	14	13	3	18	9	20	2	37	12	45	48	74

FY26 INCIDENTS PER POPULATION



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Litchfield Park	67	82	65	75	68	94	92	71	86	89	63	83
LFP Incidents per 1000 pop.	10	12	9	11	10	14	10	8	10	13	9	12
Goodyear	1186	1116	1156	1230	1206	1250	1186	1139	1313	1237	1201	1296
GDY Incidents per 1000 pop.	10	9	9	10	10	10	10	9	11	10	10	11

Litchfield Park Incidents for June 2026

Date: 7/1/2026

0 0.13 0.25 0.5 Miles



Goodyear Fire Department
Incident Report
City of Litchfield Park

Date Range: 07/01/2026 - 07/31/2026

Apparatus	Jurisdiction
E54	Phoenix
BC171 - E175	Avondale
BC321	AZ Fire & Medical
BC181 - E185, CR182	Goodyear



Incident Number	Incident Date	Apparatus List	Arrival Time	Property Use	Incident Type	Street Prefix	Street Name	Street Type
26339833	7/29/2026	CR181, E174, R183	15:45:36	419 - Residential	3211 - EMS Code	North	VILLA NUEVA	Drive
26293487	7/1/2026	E174, R183	21:23:06	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26294335	7/2/2026	E183, R185	12:29:39	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26294556	7/2/2026	E183, R183	14:55:53	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26294658	7/2/2026	CR181, E183, R183	16:11:13	419 - Residential	3212 - ALS EMS Call		BAHIA	Lane
26295959	7/3/2026	E183, R183	13:45:22	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26296266	7/3/2026	BC181, E183, R185, R188	17:30:45	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26297497	7/4/2026	E183, R183	13:55:00	419 - Residential	3212 - ALS EMS Call	West	JUNIPER	Lane
26298896	7/5/2026	E174, R183	6:02:12	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26299279	7/5/2026	E174, R183, R185	11:59:41	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26299286	7/5/2026	E183, M182, R183, R185	12:06:44	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26300451	7/6/2026	E174, R183	6:40:33	419 - Residential	3212 - ALS EMS Call	East	PALM	Street
26300618	7/6/2026	CR181, E183, R183	9:13:18	419 - Residential	3212 - ALS EMS Call	East	WIGWAM	Boulevard
26302405	7/7/2026	E183, R185	10:42:09	340 - Clinic	3212 - ALS EMS Call	West	CAMELBACK	Road
26302780	7/7/2026	E174, R183	14:23:27	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26304406	7/8/2026	E174, R183	14:09:24	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26304844	7/8/2026	E183, R183	18:43:26	419 - Residential	3212 - ALS EMS Call	North	LITCHFIELD	Road
26306840	7/9/2026	CR181, E183, R183	22:29:50	419 - Residential	3212 - ALS EMS Call	South	OLD LITCHFIELD	Road
26309184	7/11/2026	E183, R183	10:45:37	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26309938	7/11/2026	E183, R183	20:22:39	340 - Clinic	3212 - ALS EMS Call	West	CAMELBACK	Road
26310885	7/12/2026	E183, R183	12:55:25	419 - Residential	3212 - ALS EMS Call	West	HIDDEN TERRACE	Loop
26312456	7/13/2026	E183, R183	12:30:59	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26312671	7/13/2026	E183, R183	14:39:32	340 - Clinic	3212 - ALS EMS Call	West	CAMELBACK	Road
26313671	7/14/2026	E183, R183	3:05:29	419 - Residential	3212 - ALS EMS Call	East	LAGUNA ROYALE	Drive
26315168	7/14/2026	E183, R184	21:11:03	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26318396	7/16/2026	E183, R183	19:27:21	419 - Residential	3212 - ALS EMS Call	West	WIGWAM	Boulevard
26319041	7/17/2026	E174, R183	8:15:31	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26320108	7/17/2026	E183, R183	20:09:05	419 - Residential	3212 - ALS EMS Call	West	GREENTREE	Drive
26321243	7/18/2026	E183, R183	15:11:50	419 - Residential	3212 - ALS EMS Call	East	WIGWAM	Boulevard
26322489	7/19/2026	E174, R183	11:08:04	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26323549	7/20/2026	E183, R183	3:23:59	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26323765	7/20/2026	E183, R183	7:37:57	419 - Residential	3212 - ALS EMS Call	South	DESERT	Avenue
26325837	7/21/2026	E183, R183	12:27:05	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26327391	7/22/2026	E183, R183	11:56:18	419 - Residential	3212 - ALS EMS Call	West	BENT TREE	Circle
26328270	7/22/2026	E174, R183	21:11:44	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26328471	7/23/2026	CR181, E183, R183	0:33:43	419 - Residential	3212 - ALS EMS Call	North	HIDDEN	Terrace
26332438	7/25/2026	E174, R185	8:31:09	419 - Residential	3212 - ALS EMS Call	East	PALM	Street
26333071	7/25/2026	E183, R183	15:27:15	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26334368	7/26/2026	E183, R183	12:11:08	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26335002	7/26/2026	E183, R183	20:17:01	419 - Residential	3212 - ALS EMS Call		BAHIA	Lane
26336131	7/27/2026	E174, R188	13:19:24	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26339488	7/29/2026	E174, R183	12:19:24	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26341473	7/30/2026	E183, R183	14:29:02	161 - Restaurant	3212 - ALS EMS Call	West	CAMELBACK	Road
26341571	7/30/2026	E174, R183	15:23:30	459 - Assisted Living	3212 - ALS EMS Call	West	LAS CRUCES	Drive
26342659	7/31/2026	E174, R183	8:15:37	459 - Assisted Living	3212 - ALS EMS Call	West	DENNY	Boulevard
26292264	7/1/2026	E174, R183	6:34:13	459 - Assisted Living	3213 - BLS EMS Call	West	LAS CRUCES	Drive
26292841	7/1/2026	E174, R185	13:55:38	459 - Assisted Living	3213 - BLS EMS Call	West	LAS CRUCES	Drive
26293071	7/1/2026	E183, R184	16:46:37	340 - Clinic	3213 - BLS EMS Call	West	CAMELBACK	Road
26294245	7/2/2026	E183, R185	11:21:22	459 - Assisted Living	3213 - BLS EMS Call	West	LAS CRUCES	Drive
26296564	7/3/2026	E183	21:22:44	419 - Residential	3213 - BLS EMS Call	West	HONEYSUCKLE	Street
26296796	7/4/2026	E183, R183	1:16:58	419 - Residential	3213 - BLS EMS Call	West	VILLAGE	Parkway
26298052	7/4/2026	E171	20:22:29	419 - Residential	3213 - BLS EMS Call	East	WIGWAM	Boulevard
26306252	7/9/2026	E183	15:41:48	419 - Residential	3213 - BLS EMS Call	West	ALDEA	Court
26306538	7/9/2026	E174, R183	18:39:23	459 - Assisted Living	3213 - BLS EMS Call	West	DENNY	Boulevard
26306912	7/9/2026	CR181, E183, R183	23:38:59	419 - Residential	3213 - BLS EMS Call	South	OLD LITCHFIELD	Road
26311089	7/12/2026	E174, R183	15:35:28	459 - Assisted Living	3213 - BLS EMS Call	West	LAS CRUCES	Drive
26311876	7/13/2026	E174, R183	5:25:39	459 - Assisted Living	3213 - BLS EMS Call	West	LAS CRUCES	Drive
26314500	7/14/2026	LT175, R183, R185	13:46:17	459 - Assisted Living	3213 - BLS EMS Call	West	LAS CRUCES	Drive
26317540	7/16/2026	E174	10:21:44	419 - Residential	3213 - BLS EMS Call	North	VILLA NUEVA	Drive
26318267	7/16/2026	E174, E183	17:53:49	419 - Residential	3213 - BLS EMS Call	South	CERVATO	Circle
26321814	7/18/2026	E183, R183	22:29:02	459 - Assisted Living	3213 - BLS EMS Call	West	DENNY	Boulevard
26327937	7/22/2026	E174, R185	16:57:33	419 - Residential	3213 - BLS EMS Call	North	VILLA NUEVA	Drive
26329416	7/23/2026	E181, R184	14:36:46	419 - Residential	3213 - BLS EMS Call	East	CASCADA	Road
26334125	7/26/2026	E174, R183	8:55:18	459 - Assisted Living	3213 - BLS EMS Call	West	LAS CRUCES	Drive
26338607	7/28/2026	E183, R183	21:25:56	419 - Residential	3213 - BLS EMS Call	North	OLD LITCHFIELD	Road
26339604	7/29/2026	E185	13:23:49	419 - Residential	3213 - BLS EMS Call		BAHIA	Lane

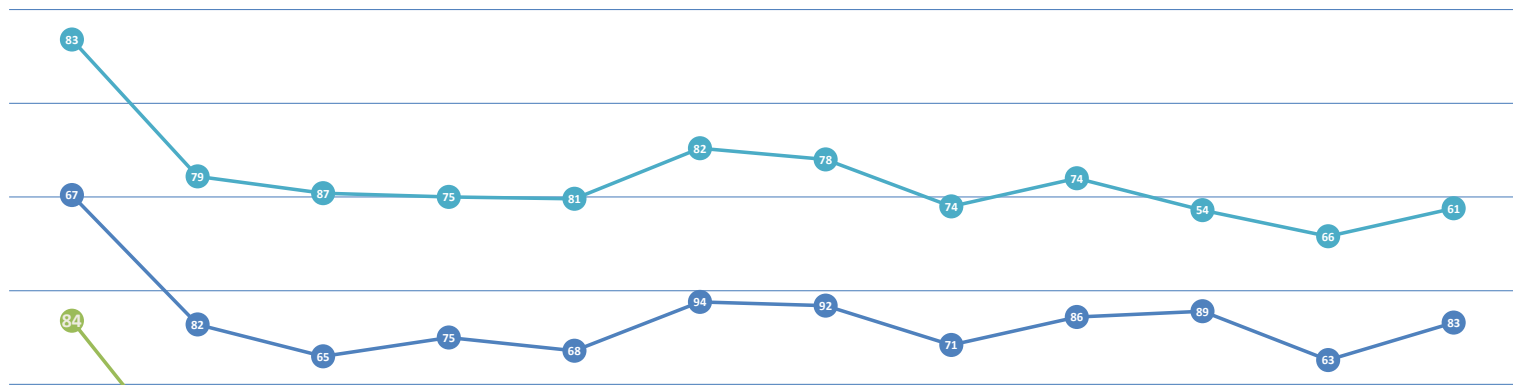
Goodyear Fire Department
Incident Report
City of Litchfield Park
Date Range: 07/01/2026 - 07/31/2026

Apparatus	Jurisdiction
E54	Phoenix
BC171 - E175	Avondale
BC321	AZ Fire & Medical
BC181 - E185, CR182	Goodyear



Incident Number	Incident Date	Apparatus List	Arrival Time	Property Use	Incident Type	Street Prefix	Street Name	Street Type
26342182	7/30/2026	E174	21:40:35	419 - Residential	3213 - BLS EMS Call	North	VILLA NUEVA	Drive
26295679	7/3/2026	E183	10:27:13	960 - Street	3223 - ALS 962	West	CAMELBACK	Road
26296441	7/3/2026	BR185	19:39:14	419 - Residential	381 - EMS standby	West	FAIRWAY	Drive
26297163	7/4/2026	E183	9:23:27	419 - Residential	440 - Check Electrical		LAGUNA	Drive
26311433	7/12/2026	E174		419 - Residential	611 - Cancelled - En Route	North	VILLA NUEVA	Drive
26343260	7/31/2026	E174		960 - Street	611 - Cancelled - En Route	West	CAMELBACK	Road
26311605	7/12/2026	E174		419 - Residential	611 - Cancelled - En Route	West	INDIAN SCHOOL	Road
26334019	7/26/2026	E183		419 - Residential	611 - Cancelled - En Route	South	OLD LITCHFIELD	Road
26307437	7/10/2026	E174		960 - Street	611 - Cancelled - En Route	West	CAMELBACK	Road
26317369	7/16/2026	E174		419 - Residential	611 - Cancelled - En Route	North	LITCHFIELD	Road
26302814	7/7/2026	E183	14:37:19	960 - Street	6111 - Cancelled - On scene	West	CAMELBACK	Road
26327478	7/22/2026	E174, R183	12:35:13	419 - Residential	6111 - Cancelled - On scene	East	ACACIA	Circle
26336721	7/27/2026	E183	19:10:48	419 - Residential	6111 - Cancelled - On scene	West	VILLAGE	Parkway
26315229	7/14/2026	E174, E181, HM181	22:03:37	419 - Residential	735 - Alarm malfunction	South	OLD LITCHFIELD	Road
26316914	7/15/2026	E183	21:38:13	419 - Residential	735 - Alarm malfunction	South	OLD LITCHFIELD	Road
26318552	7/16/2026	E183	21:16:42	419 - Residential	735 - Alarm malfunction	South	OLD LITCHFIELD	Road
26325735	7/21/2026	E183	11:22:09	419 - Residential	735 - Alarm malfunction	North	LITCHFIELD	Road
26327500	7/22/2026	E183	12:41:29	419 - Residential	735 - Alarm malfunction	North	VILLAGE	Parkway
84	Total Responses							

FY27
LFP Annual Trend

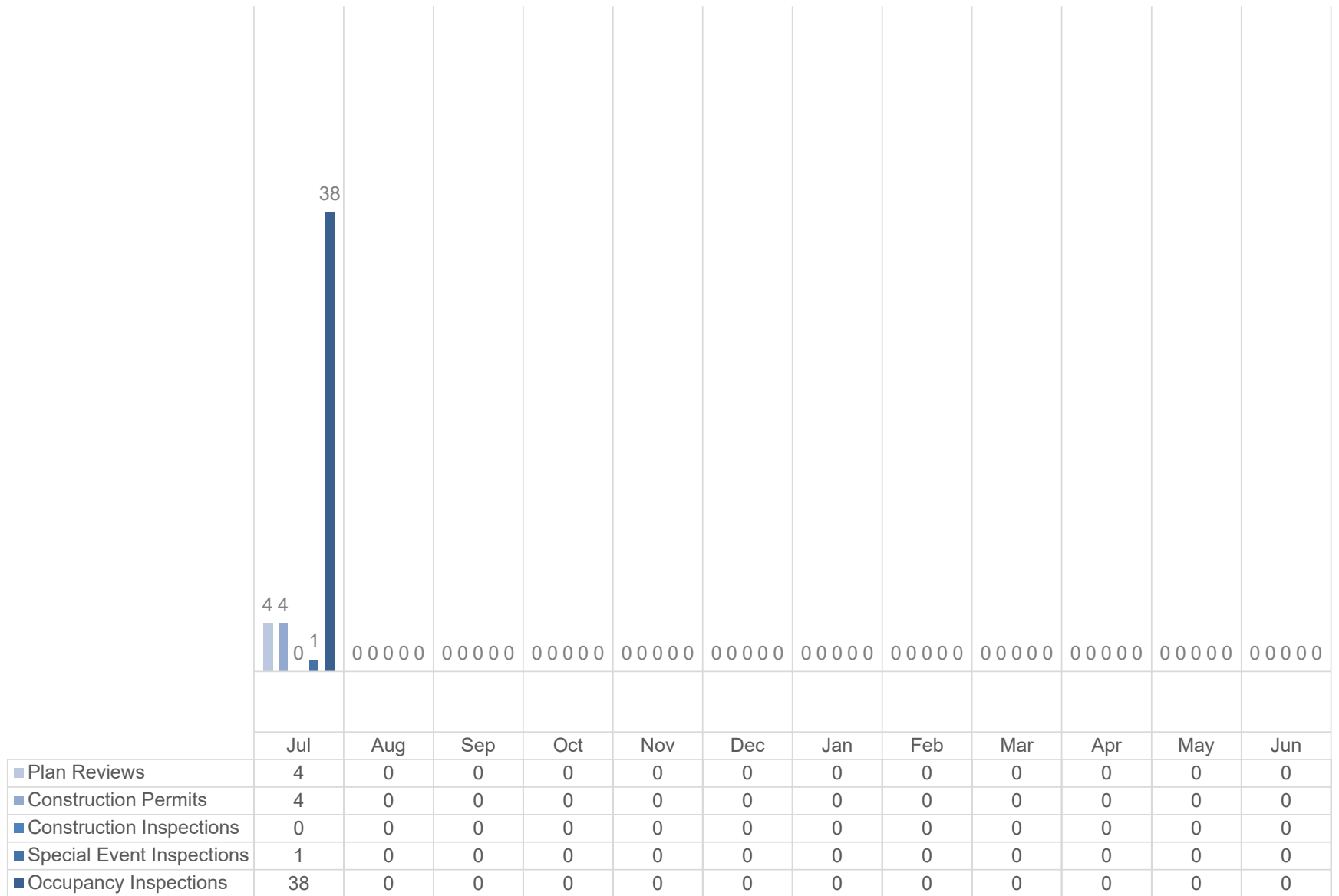


Incidents FY25
Incidents FY26
Incidents FY27

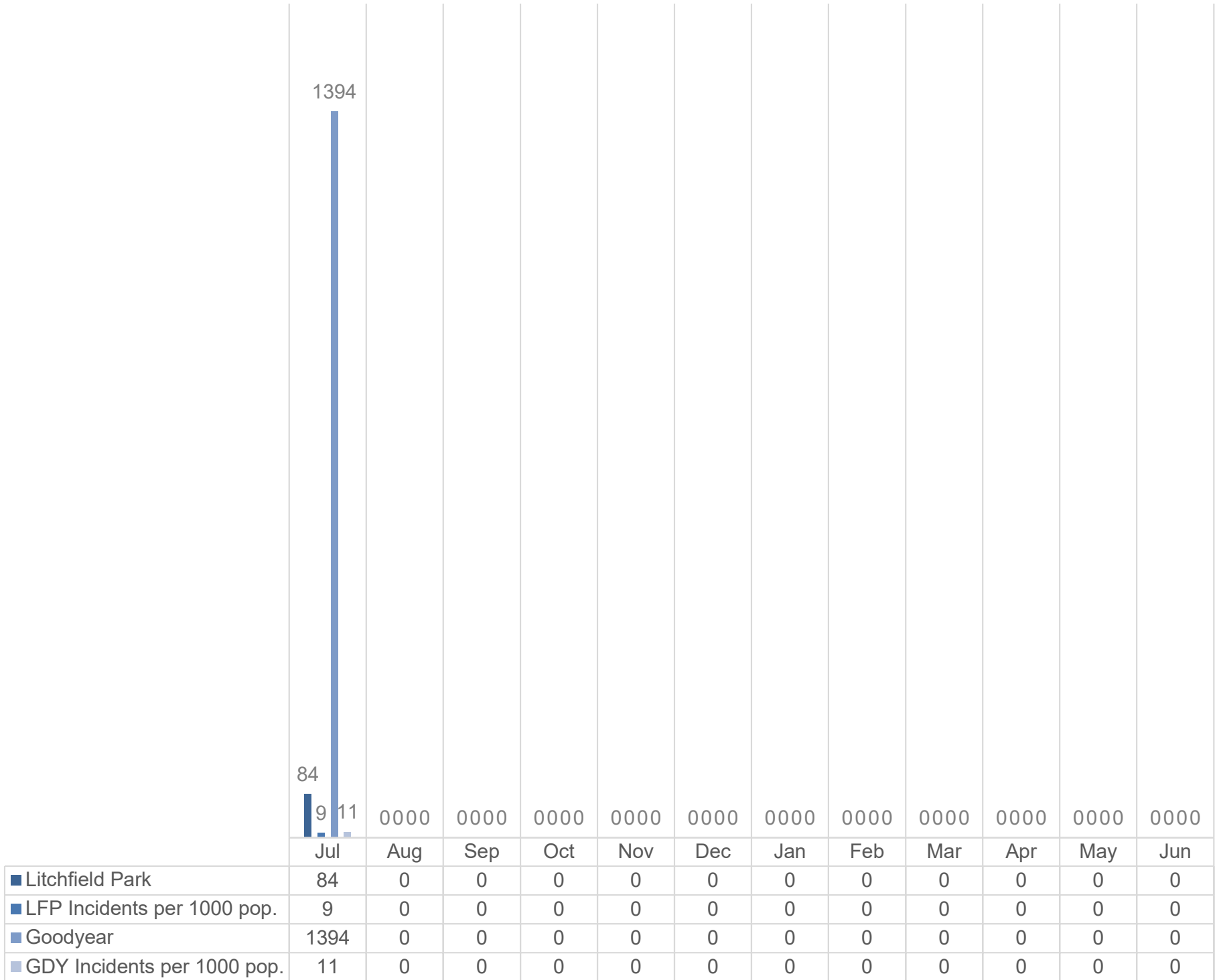
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Incidents FY25	83	79	87	75	81	82	78	74	74	54	66	61
Incidents FY26	67	82	65	75	68	94	92	71	86	89	63	83
Incidents FY27	84	0	0	0	0	0	0	0	0	0	0	0

INCIDENT TYPES	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total	YTD	Annual Trend
100 - All Fires	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
200 - Explosion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
300 - EMS	69	0	0	0	0	0	0	0	0	0	0	0	69		828
400 - Hazardous Conditions	1	0	0	0	0	0	0	0	0	0	0	0	1		12
500 - Calls for Service	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
600 - Good Intent	9	0	0	0	0	0	0	0	0	0	0	0	9		108
700 - False Alarm/False Calls	5	0	0	0	0	0	0	0	0	0	0	0	5		60
800 - Severe Weather	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
900 - Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incidents FY27	84	0	0	0	0	0	0	0	0	0	0	0	84		1008
Incidents FY26	67	82	65	75	68	94	92	71	86	89	63	83	935		935
Incidents FY25	83	79	87	75	81	82	78	74	74	54	66	61	894		934
Incidents Increase/Decrease	17	0	0	0	0	0	0	0	0	0	0	0			
Percentage Increase/Decrease	25%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%			

FY27 INSPECTIONS & PERMITS



FY27 INCIDENTS PER POPULATION





CITY COUNCIL COMMUNICATION

Reports Item VII.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: 8/12/2026
Presenter:

RECOMMENDED MOTION:

N/A

BACKGROUND/DISCUSSION:

N/A

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

ATTACHMENTS:

1. APD Monthly Report - June 2026
2. APD Monthly Report - July 2026



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

ACTIVITY TYPE	JAN 2026	FEB 2026	MAR 2026	APR 2026	MAY 2026	JUN 2026
Homicide	0	0	0	0	0	0
Aggravated Assault	0	0	1	0	0	1
Assault	2	2	2	2	2	2
Adult Abuse	0	0	0	0	0	0
Child Crime	0	1	0	0	3	2
Arson/Suspicious Fire	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Commercial Burglary	0	0	0	0	0	0
Residential Burglary	1	0	0	1	0	0
Vehicle Burglary	0	0	0	0	1	0
Criminal Trespassing	3	1	3	3	3	6
Theft	1	0	4	4	7	5
Fraud	2	2	3	2	4	6
Shoplifting	2	1	9	3	3	4
Stolen Vehicle	0	0	0	0	0	0
Disorderly Conduct	1	1	2	0	0	0
Criminal Damage	4	3	3	1	2	2
DUI	2	1	1	2	1	0
Drug Offense	1	0	0	0	1	1
Wanted Person Arrest	3	5	1	3	2	1
Parking Problem	3	4	11	11	10	8
Accidents	14	9	10	11	10	9
Traffic Offenses (Traffic Stops)	365	396	318	329	337	408
Traffic Warnings*	154	187	142	177	247	156
Citations Issued*	211	209	176	152	190	252
Flock Alerts*	1	0	1	0	3	1
Flock Contacts*	0	0	0	0	0	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.*

POLICE & COMMUNITY ASSIST ACTIVITY

ACTIVITY TYPE	JAN 2026	FEB 2026	MAR 2026	APR 2026	MAY 2026	JUN 2026
Fight/Mutual Combat	0	0	0	0	0	0
Citizen Dispute	5	4	6	6	3	9
Family Fights	3	2	2	5	1	0
Harassment/Stalking	1	0	2	1	0	0
Threats/Threating	3	0	2	1	1	0
Found/Lost Property	3	2	5	2	5	4
Trespassing Warnings	0	2	2	4	3	3
Stolen Vehicle Recovery	0	0	2	0	0	1
Stolen License Plate Recovery	0	0	0	0	0	0
Recovered Stolen Property	0	0	0	0	0	0
Animal Problem/Concern	0	5	2	0	1	1
Juvenile Disturbance	4	1	4	0	3	0
Runaway/Endangered Juvenile	1	0	0	3	0	0
Missing/Endangered Person	0	0	0	0	0	0
Recovered Person/Juvenile	0	0	0	0	0	0
Noise Disturbance	1	1	3	3	1	4
Suspicious Activity Person	12	7	5	12	14	5
Suspicious Circumstance	23	22	9	17	24	14
Suspicious Activity Vehicle	10	9	9	11	6	5
Citizen Assist	32	30	21	28	34	35
Abandoned Vehicle	1	1	0	3	1	2
City Code Violation	2	0	6	5	5	3
911 Hang Ups	1	2	4	0	1	0
Commercial Alarms	9	13	16	13	14	26
Residential Alarms	9	5	9	0	6	12
School Zone Details	13	15	11	18	13	0
Speed Zone Details	52	16	16	27	32	22
Natural Death of Person	2	1	1	0	0	0
Suicide	0	0	0	0	0	0
Suicidal Person/Threats	0	0	1	3	0	0
Unsecured Premises Checks	1	0	1	1	0	1
Patrol Vacation Watch	1	0	0	0	1	1
Welfare Checks	21	12	16	15	13	24
Business Checks	98	63	35	74	68	95
Fireworks	1	0	0	0	0	0
Mental Issue	0	0	0	0	1	2
Agency Assist	8	9	7	6	5	7
TOTAL CALLS TRACKED	720	647	569	629	588	750
Community Contacts	9	11	8	7	8	4

FLOCK information:**Alerts:**

During the month of June 2026, there were 1 valid FLOCK alert:

On 06/26/2025 at about 1351 hours officers received a FLOCK alert of a vehicle with stolen plate exiting at Denny Blvd & Camelback Rd. Officers attempted to locate the vehicle with negative results.

Notable Incidents:**Accident (DR 2630189):**

On 6/2/2026 at approximately 0500 hours, officers responded to a single-vehicle collision at the Brinton Avenue and Litchfield Road roundabout after the driver lost control at high speed and caused about \$10,000 in damage before fleeing the scene. The driver and passenger later returned but gave conflicting statements, and long-form hit and run charges were forwarded to the City Prosecutor. Insurance information was provided to Litchfield Park officials, and Risk Management was notified.

Trespassing/Criminal Damage (DR 2631335):

On 6/6/2026 at about 1726 hours, officers responded to the area of Villa Nueva Drive and Castillo Drive for a trespassing. Through investigation it was learned that the subject had broken into a vacant home that was for sale and damaged property inside the residence. The suspect was contacted by police outside the residence where they were arrested and booked into jail for Trespassing and criminal damage.

Trespassing (DR 2632195):

On 06/10/2026 at approximately 2048 hours, officers responded to the area of Wigwam Boulevard and Old Litchfield Road for a subject that was being disorderly and refusing to leave a local business. After officers trespassed them from the business they still refused to leave. The subject was then placed under arrest and booked into jail without incident.

Wanted Person (DR 2632757):

On 06/13/2026 at about 0903 hours, officers contacted a subject in the area of Litchfield Road and Camelback Road who was found to have an active arrest warrant. Once the warrant was confirmed, the subject was placed under arrest and booked into jail without incident.

Traffic Offense/Wanted Person (DR 2633174):

On 06/15/2026 at approximately 1333 hours, officers conducted a traffic stop in the area of Litchfield Road and Camelback Road. The driver was found to have an active arrest warrant. Once the warrant was confirmed the driver was placed under arrest and booked into jail without incident.

Criminal Damage (DR 2633850):

On 06/18/2026 at about 1326 hours, officers were notified of a subject that drove around barricades and through an active asphalt job in the area of Alcala Drive and La Loma Avenue, causing about \$2000 in damage. The subject was identified and admitted to driving through the

wet slurry. Information was exchanged with the drive and city officials, and charges for Criminal Damage are pending.

Sexual Assault (DR 2634697):

On 06/23/2026 at approximately 0448 hours, officers investigated a sexual assault that took place in the area of Estero Lane and El Mirage Road. This is an active case being investigated by the Avondale Police Department's Special Victims Unit.



LAW ENFORCEMENT REPORT
JULY 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

ACTIVITY TYPE	JULY 2026	AUG 2026	SEPT 2026	OCT 2026	NOV 2026	DEC 2026
Homicide	0					
Aggravated Assault	1					
Assault	3					
Adult Abuse	0					
Child Crime	1					
Arson/Suspicious Fire	0					
Robbery	0					
Commercial Burglary	1					
Residential Burglary	0					
Vehicle Burglary	1					
Criminal Trespassing	2					
Theft	5					
Fraud	3					
Shoplifting	2					
Stolen Vehicle	0					
Disorderly Conduct	1					
Criminal Damage	2					
DUI	3					
Drug Offense	0					
Wanted Person Arrest	1					
Parking Problem	4					
Accidents	16					
Traffic Offenses (Traffic Stops)	299					
Traffic Warnings*	138					
Citations Issued*	161					
Flock Alerts*	0					
Flock Contacts*	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
JULY 2026
PROVIDED BY THE AVONDALE
POLICE DEPARTMENT**



POLICE & COMMUNITY ASSIST ACTIVITY

ACTIVITY TYPE	JULY 2026	AUG 2026	SEPT 2026	OCT 2026	NOV 2026	DEC 2026
Fight/Mutual Combat	0					
Citizen Dispute	5					
Family Fights	2					
Harassment/Stalking	2					
Threats/Threatening	1					
Found/Lost Property	2					
Trespassing Warnings	4					
Stolen Vehicle Recovery	0					
Stolen License Plate Recovery	0					
Recovered Stolen Property	0					
Animal Problem/Concern	1					
Juvenile Disturbance	0					
Runaway/Endangered Juvenile	0					
Missing/Endangered Person	0					
Recovered Person/Juvenile	0					
Noise Disturbance	0					
Suspicious Activity Person	6					
Suspicious Circumstance	13					
Suspicious Activity Vehicle	4					
Citizen Assist	31					
Abandoned Vehicle	3					
City Code Violation	5					
911 Hang Ups	1					
Commercial Alarms	13					
Residential Alarms	13					
School Zone Details	4					
Speed Zone Details	23					
Natural Death of Person	1					
Suicide	0					
Suicidal Person/Threats	1					
Unsecured Premises Checks	0					
Patrol Vacation Watch	1					
Welfare Checks	20					
Business Checks	118					
Fireworks	5					
Mental Issue	2					
Agency Assist	1					
TOTAL CALLS TRACKED	626					
<i>Community Contacts</i>	14					

FLOCK information:**Alerts:**

During the month of July 2026, 0 FLOCK alerts were received.

Notable Incidents:**DUI/Accident (DR 2636975)**

On 7/4/2026 at about 12:41 AM, officers responded to a single vehicle accident in the area of Brinton Ave and Litchfield Rd. Officers contacted the driver who displayed signs of impairment and was subsequently arrested and booked for DUI. There was damage to the roadway that was reported to Litchfield Park Risk Management.

DUI (2637392)

On 7/5/2026 at about 11:10 PM, officers responded to the area of Wigwam Blvd & Old Litchfield Rd for a reckless driver. Officers located the vehicle and conducted a traffic stop. The driver showed signs of impairment and was ultimately arrested and processed for DUI.

Burglary (DR 2638830)

Between 4:00 PM on 7/11/2026, and 1:00 AM on 7/13/2026, unknown suspect(s) forcibly entered a construction site located at 5356 N. Litchfield Rd., Litchfield Park, AZ. During the burglary, the suspect(s) caused \$2000 in damage to locks and fence line and stole six Samsung televisions with an estimated total value of \$6,000. The investigation is ongoing and has been assigned to the Litchfield Park Detective for follow-up.

DUI (DR 2639752)

On 7/17/2026 at about 1:31 AM, Officers responded to the area of Litchfield Rd & Camelback for a reported intoxicated driver. Officers located the vehicle in the drive-thru of a local business in the area and contacted the driver. Officers observed signs of impairment, and the driver was ultimately arrested and processed for DUI.

Suicide Attempt (DR 2641038)

On 7/23/2026 at approximately 12:24 AM, officers responded to the area of Hidden Terrace Trail and Greentree Drive regarding a reported suicide attempt involving a subject who had intentionally ingested an excessive amount of medication. Upon arrival, officers located and contacted the subject. Goodyear Fire personnel responded to the scene, provided medical care, and transported the subject to the hospital for further evaluation and treatment.

Aggravated Assault (DR2641230)

On 7/23/2026 at about 11:18 PM, Officers responded to the area of Cercado Ln & Castano Dr for an aggravated assault. Through investigation it was learned that a father pointed a firearm at his adult son during a family dispute. The suspect was placed under arrest and booked into jail without incident.

Child Molest (DR2641446)

On 07/25/2026 at 11:33 AM, officers investigated a delayed child molestation investigation which was reported to have taken place at a residence near Cercado Ln & Robles Dr. DCS was notified

and the report was forwarded to the Avondale Police Department's Special Victims Unit for further investigation.

Interfering with Judicial Proceedings (DR 2642101)

On 7/28/2026 at approximately 4:41 PM, officers responded to the area of Luna Dr & Luna Rd for a violation of a court order. It was learned that the suspect had violated the court order by arriving at the residence which is a protected property and fled prior to police arrival. Police were unable to locate the suspect but were able to view the suspect on the property through video surveillance. Long for charges for Interfering with Judicial Proceedings were forwarded to the City Prosecutor's Office for review.

Death Investigation (DR2642327)

On 7/29/2026, at approximately 3:39 PM, officers responded to a residence in the area of Villa Nueva Dr. and Bird Ln. regarding a report of a sick or injured person. Upon arrival, officers learned that an adult female had discovered her elderly mother unresponsive inside the residence. Officers immediately initiated life-saving measures and continued providing care until Goodyear Fire personnel arrived and assumed medical treatment. Despite lifesaving efforts, the elderly female was pronounced deceased at the scene. Her primary care physician was contacted and agreed to sign the death certificate. Officers remained on scene to provide support to the family and assisted them with making arrangements for mortuary services. No signs of foul play were observed or reported during the investigation.

Criminal Damage (DR2642613)

On 7/30/2026, at approximately 9:50 PM, officers responded to a local business in the area of Dysart Rd. and Camelback Rd. regarding a report of criminal damage. During the investigation, officers learned that the suspect had arrived at their significant other's place of employment, where the two became involved in a verbal altercation. Before leaving the scene, the suspect intentionally caused significant damage to the victim's vehicle. Officers subsequently located the suspect at their residence, where they were taken into custody without incident and booked for one count of Criminal Damage – Domestic Violence.



CITY COUNCIL COMMUNICATION

Reports Item VII.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: 8/12/2026
Presenter: Paige Peterson, Asst. City Mgr./Finance Director

RECOMMENDED MOTION:

N/A

BACKGROUND/DISCUSSION:

N/A

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

ATTACHMENTS:

1. 2026_06 Financial Report_Memo
2. June 2026 Sales Tax
3. June 2026 Finance Report

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: 8/12/2026
Subject: Financial Report – Fiscal Year 2026 through June

Financial Report

This financial report is a preliminary summary of Fiscal Year 2026 (July 1, 2025, through June 30, 2026). 100% of the fiscal year has elapsed so that will be used as a benchmark to compare revenues and expenses to budget estimates. This is a preliminary fiscal year financial report, the final report will be presented after the conclusion of the FY2026 financial audit.

Supporting schedules are attached.

General Fund

In summary, the net operating result of the general fund is \$3,371,582. Revenue received through June totaled \$17,557,684, which is 110% of the budget estimate of \$15,967,692. Operating expenditures in the General Fund totaled \$14,186,102, which is 98% of the budget estimate of \$14,547,754.

Taxes received (net of construction sales tax) are \$11,557,684 which is 104% of the budget estimate. Sales tax received (net of construction sales tax) is up 2% from last fiscal year. Notable categories compared to last fiscal year at this time include: retail is flat, online retail is down 3%, restaurant and bars are up 4%, utilities are down 4%, rentals are down 23% (the residential rental tax ended in January 2025 so this was expected) and the remaining categories are up 17%.

Other notable revenues include State Shared revenues of \$2,824,579 which is 103% of budget estimates; Recreation Services revenues of \$571,983 which is 106% of budget estimates; and Special Events of \$273,615 which is 74% of budget estimates.

Investment earnings were \$1,215,476 which is 152% of the budget estimate. As of June 30, 2026, there was \$24,189,348 invested with the State's Local Government Investment Pool. The investment performance for the past three months is 3.66% and 3.9% for the past 12 months.

The \$6.2M in bond investments earned \$222,238 this fiscal year through June.

Overall, general fund departments are at 98% of the total operating expense budget of \$14,547,754. Some departments exceeded 100% of their original operating budget and there is an item on the agenda tonight for a budget adjustment. There are other departments that are under their operating budget. The net impact is \$98,856 *less* than the original operating expenditure budget. The adjustment is neither a transfer of cash nor expenditure of additional monies, rather simply a movement of authorized expenditure capacity.

Construction Sales Tax received through June 2026 is \$2,240,940 which is 79% of the budget estimate of \$2,850,600. The city has invested \$8,340,763 in city capital projects including the Luchana Wall, Camelback Park parking lot, City Wall improvements, roadway improvements, Litchfield/Brinton roundabout, the Litchfield Park 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 decreased by \$1,595,781 since July 1, bringing the total fund balance to \$29,613,090 as of June 30, 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 \$8,068,669 is reserved for specific capital projects: La Loma Restoration: \$2,607,144, Litchfield Park Library: \$1,261,237, Brinton Roundabout: \$530,000, Litchfield Road Underpass design and engineering: \$170,287, Camelback Road improvements: \$3,500,000. The remaining unassigned fund balance is \$11,563,377 which is available to use for one-time capital projects.

Recreation Services and Special Events Cost Recovery

Recreation services revenue through June is \$571,983 and expenditures are \$1,036,172 that resulted in a 55% cost recovery.

Special Events revenue through June is \$273,615 and expenditures are \$393,042 that resulted in a 70% cost recovery. We have submitted the Prop 302 request and anticipate to receive approximately \$70,000.

Special Revenue Funds

The Highway Users Revenue (HURF) through June is \$537,946 which is 98% of the budget estimate of \$551,229. Interest earnings through June are \$39,150. Work on the Brinton Roundabout is underway and the City has expensed \$1,000,000 through June. The HURF fund has \$121,633 remaining in accumulated fund balance as of June 30, 2026.

Street Light District (SLID) assessment revenue posted through June is \$301,695 and expenditures are \$247,838. Fiscal Year 2026 assessments are collected in conjunction with the Maricopa County Treasurer's property tax bill which is due February 1 and April 1. The beginning fund balance is -\$45,245 and the fund balance as of June 30 is \$8,611. The negative beginning fund balance is due to the Qasimyar settlement payments; Fiscal Year 2026 tax collections made up the deficit.

The Court Enhancement beginning fund balance is \$65,393. There is \$19,000 budgeted in this fund for court operations and we have expended \$977. Revenue received is \$35,091 bringing the fund balance to \$99,507.

Fund Balance Summary and Reserve balance

The total *estimated* Citywide fund balance as of June 30, 2026, is \$29.8 million. Of that, \$229,752 is restricted for HURF, SLIDs, and Court Enhancement. This leaves a balance of \$29.6 million 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 \$8M reserved for specific capital projects. The remaining unassigned fund balance is \$11.56M.

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 June 2026 - 100% 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	3,371,582	(864,933)	2,506,648
One-time Revenue Over Capital Uses	(4,967,363)	-	(4,967,363)
Ending Balance	\$ 29,613,090	\$ 229,752	\$ 29,842,841
Ending Fund Balance Detail			
Minimum Balance (15%)	\$ 2,180,000		
Stabilization Reserve (35%)	5,090,000		
One Year Debt Service Payments	1,711,044		
TPT Refunds/Corrections	1,000,000		
Unassigned Fund Balance	19,632,046		
Total General Fund Balance	\$ 29,613,090		
Future Committed Projects/Events that impact Fund Balance			
Unassigned Fund Balance	\$ 19,632,046		
La Loma Restoration	\$ (2,607,144)		
Litchfield Park Library	\$ (1,261,237)		
Brinton Roundabout (\$1M HURF, \$1.8M GF=\$2.8M total)	\$ (530,000)		
Litchfield Road Underpass Design & Engineering	\$ (170,287)		
Camelback Rd Improvements (MC contribution)	\$ (3,500,000)		
Remaining Unassigned Fund Balance	\$ 11,563,377		
<i>City CIP Projects in excess of one-time construction sales tax revenues will impact fund balance</i>			
Number of Months of General Fund Operating Expenditures with Remaining Fund Balance			
Total Ending Balance	9.5		

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:

June 2026 Sales Tax

June 2026 Finance Report

Tax Revenue Summary

June 2026

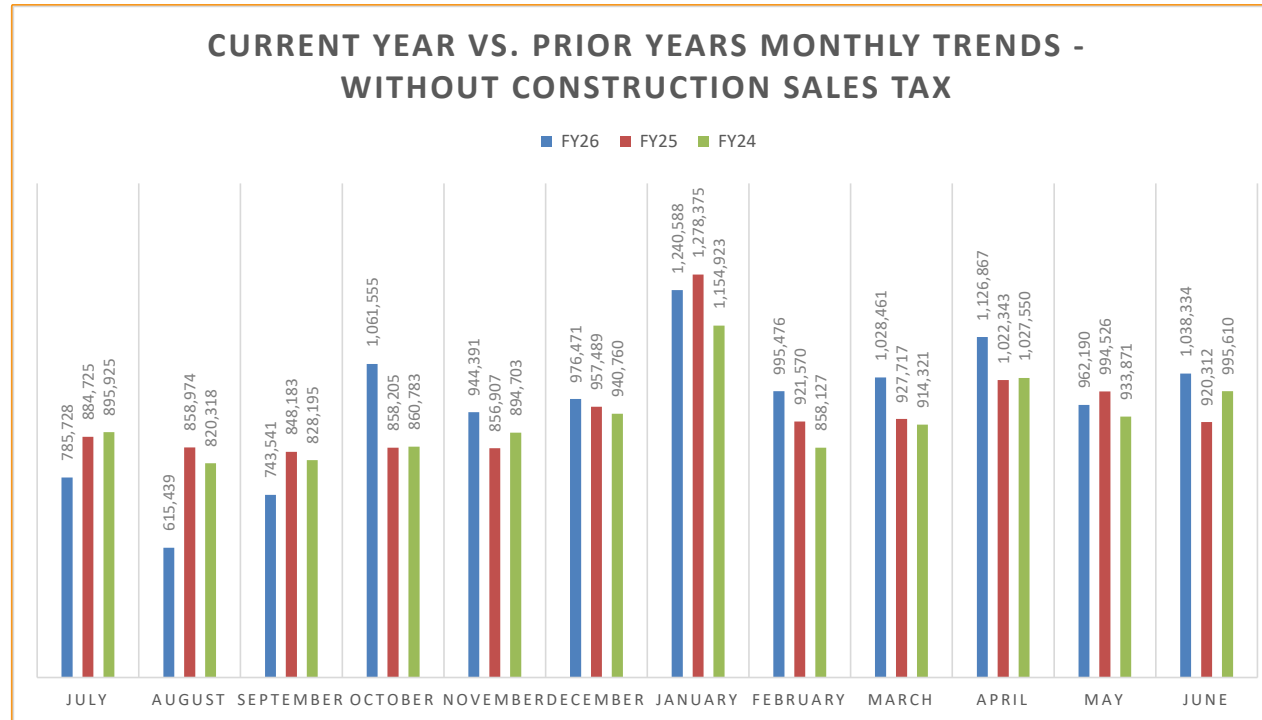
PRIVILEGE AND USE TAX BY CATEGORY

Reporting Category	June					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	\$ 500,951	\$ 507,888	\$ 557,437	10%	40%	\$ 5,551,877	\$ 5,610,662	\$ 5,622,782	0%	41%
Online Sales	\$ 88,257	\$ 79,842	\$ 83,145	4%	6%	\$ 1,078,383	\$ 1,067,095	\$ 1,038,522	-3%	8%
Restaurant & Bars	164,806	127,592	141,315	11%	10%	1,607,016	1,562,464	1,624,972	4%	12%
Utilities	55,080	40,752	40,726	0%	3%	682,064	630,352	608,186	-4%	4%
Rentals (Comm & Res)	43,876	18,129	44,727	147%	3%	508,758	440,049	339,691	-23%	2%
Other	142,640	146,109	170,984	17%	12%	1,696,988	1,958,211	2,284,889	17%	17%
Subtotal	995,610	920,312	1,038,334	13%	75%	11,125,086	11,268,833	11,519,042	2%	84%
Construction	70,260	38,943	345,577	787%	25%	825,967	1,078,443	2,240,940	108%	16%
Total	\$ 1,065,870	\$ 959,255	\$ 1,383,911	44%	100%	\$ 11,951,053	\$ 12,347,276	\$ 13,759,981	11%	100%

PRIVILEGE AND USE TAX TOTAL - BY MONTH AND FISCAL YEAR

	3 Year					Amount			
	FY23	FY24	FY25	3 Year Average	Average % of Total	FY26	Over(Under) Prior FY	% Change from FY25	% Change 3 Year Average
July	\$ 1,012,494	\$ 992,766	\$ 955,818	\$ 987,026	8.2%	\$ 854,980	\$ (100,838)	-11%	-13%
August	803,330	928,467	1,012,873	914,890	7.6%	695,539	(317,334)	-31%	-24%
September	817,527	918,901	1,002,898	913,109	7.6%	909,729	(93,169)	-9%	0%
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	974,050	950,304	949,229	957,861	8.0%	1,237,422	288,193	30%	29%
March	1,033,027	998,285	992,801	1,008,038	8.4%	1,279,295	286,494	29%	27%
April	1,040,648	1,105,928	1,052,830	1,066,469	8.9%	1,380,873	328,043	31%	29%
May	1,170,825	995,257	1,111,742	1,092,608	9.1%	1,227,416	115,674	10%	12%
June	1,003,270	995,610	959,255	986,045	8.2%	1,383,911	424,656	44%	40%
YTD Totals	\$ 11,908,367	\$ 11,880,793	\$ 12,359,878	\$ 12,049,679		\$ 13,759,981	\$ 1,400,103	11%	14%
Actual Total	\$ 11,908,367	\$ 11,880,793	\$ 12,359,878	\$ 12,049,679					
Percent of FY Elapsed	100%	100%	100%	100%					
YTD Percent of Total	100%	100%	100%	100%					

TREND ANALYSIS



City of Litchfield Park
General Fund - Unaudited Budgetary Basis
Summary of Revenues and Expenditures
For the Month Ended June 2026 - 100% of the fiscal year has elapsed
Preliminary report until the FY2026 financial audit is complete

	FY26	FY26	
Revenue	Actual	Budget	% of Budget
Local Taxes	\$ 11,621,370	\$ 11,128,000	104%
State Shared Revenue	2,824,579	2,738,122	103%
Licenses and Permits	679,242	238,000	285%
Recreation Charges for Services	571,983	541,700	106%
Special Events Revenue	273,615	367,500	74%
Fines	136,317	30,000	454%
Interest Income	1,215,476	800,000	152%
Community Services	18,870	24,370	77%
Miscellaneous	216,231	100,000	216%
Total Revenue	\$ 17,557,684	\$ 15,967,692	110%

Operating Expenditures by Department

City Manager	\$ 646,463	\$ 647,000	100%
Council & Commission	80,365	83,600	96%
City Clerk	330,008	342,700	96%
City Attorney	67,021	150,000	45%
Budget & Finance	447,483	463,804	96%
Information Technology	228,155	264,929	86%
Communications	177,326	177,544	100%
Human Resources	435,617	436,167	100%
Building Safety	200,437	205,866	97%
Code Enforcement	114,819	121,074	95%
Planning Services	275,634	298,654	92%
Engineering Services	393,957	453,886	87%
Magistrate Court	244,840	245,250	100%
Public Safety	2,898,596	2,902,404	100%
Public Works	4,311,740	4,363,486	99%
Recreation Services	1,036,172	1,077,290	96%
Community Services	193,382	194,367	99%
Special Events	393,042	408,689	96%
Debt Service	316,400	316,400	100%
Debt Service - LS Series 2021 Bonds	502,494	502,494	100%
Debt Service - LS Series 2023 Bonds	892,150	892,150	100%
Total	\$ 14,186,102	\$ 14,547,754	98%

Net General Fund Operations \$ 3,371,582 \$ 1,419,938

One time sources (uses)

Construction Sales Tax	\$ 2,240,940	\$ 2,850,600	79%
Bond Proceeds	\$ -	\$ 12,500,000	
Land Sales & Storm Water Fee	\$ 1,132,460		
Capital Expenditures	(8,340,763)	(32,413,700)	26%
Total One-time sources (uses)	\$ (4,967,363)	\$ (17,063,100)	

Ending Balance

Net Change in Fund Balance	\$ (1,595,781)	\$ (15,643,162)
Fund Balance - Beginning	31,208,871	29,098,467
Fund Balance - Ending	\$ 29,613,090	\$ 13,455,305

Recreation Services
Cost Center Trend Analysis
For the Month Ended June 2026 - 100% of the fiscal year has elapsed

	FY25	FY25	% Thru Jun	FY26	FY26	% of FY26
	Thru Jun	Total	FY25	Thru Jun	Budget	Budget
RECREATION SERVICES						
Recreation Center						
Revenue	\$ 79,020	\$ 61,484	129%	\$ 71,241	\$ 54,100	132%
Expenditures	311,085	306,198	102%	327,062	354,208	92%
Net Revenue Over (Under)	\$ (232,065)	\$ (244,713)		\$ (255,821)	\$ (300,108)	
% Cost Recovery	25%	20%		22%	15%	
Preschool						
Revenue	\$ 141,087	\$ 141,782	100%	\$ 138,183	\$ 127,500	108%
Expenditures	104,514	118,981	88%	113,276	156,466	72%
Net Revenue Over (Under)	\$ 36,572	\$ 22,800		\$ 24,907	\$ (28,966)	
% Cost Recovery	135%	119%		122%	81%	
Aquatics						
Revenue	\$ 126,114	\$ 122,588	103%	\$ 107,088	\$ 127,800	84%
Expenditures	269,245	253,973	106%	299,434	254,086	118%
Net Revenue Over (Under)	\$ (143,131)	\$ (131,385)		\$ (192,346)	\$ (126,286)	
% Cost Recovery	47%	48%		36%	50%	
Sports						
Revenue	\$ 253,856	\$ 244,877	104%	\$ 255,472	\$ 232,300	110%
Expenditures	271,396	252,721	107%	296,400	312,530	95%
Net Revenue Over (Under)	\$ (17,540)	\$ (7,845)		\$ (40,928)	\$ (80,230)	
% Cost Recovery	94%	97%		86%	74%	
TOTAL RECREATION SERVICES						
Revenue	\$ 600,077	\$ 570,731	105%	\$ 571,983	\$ 541,700	106%
Expenditures	956,240	\$ 931,874	103%	1,036,172	1,077,290	96%
Net Revenue Over (Under)	\$ (356,163)	\$ (361,143)		\$ (464,189)	\$ (535,590)	
% Cost Recovery	63%	61%		55%	50%	
SPECIAL EVENTS						
Revenue	\$ 324,738	\$ 407,588	80%	\$ 273,615	\$ 357,500	77%
Expenditures	\$ 408,088	\$ 403,042	101%	\$ 393,042	\$ 398,689	99%
Net Revenue Over (Under)	\$ (83,349)	\$ 4,547		\$ (119,427)	\$ (41,189)	
% Cost Recovery	80%	101%		70%	90%	

Special Events Detail	FY25 Thru Jun	FY25 Total		FY26 Thru Jun	FY26 Budget	% of FY26 Budget
Fall Arts in the Park						
Revenue	\$ 94,186	\$ 94,186	100%	\$ 77,509	\$ 95,000	82%
Expenditures	67,421	67,421	100%	67,304	65,000	104%
Net Revenue Over (Under)	<u>\$ 26,765</u>	<u>\$ 26,765</u>		<u>\$ 10,205</u>	<u>\$ 30,000</u>	
Christmas in the Park						
Revenue	\$ 19,389	\$ 19,389	100%	\$ 20,079	\$ 19,500	103%
Expenditures	27,658	27,658	100%	30,085	30,000	100%
Net Revenue Over (Under)	<u>\$ (8,269)</u>	<u>\$ (8,269)</u>		<u>\$ (10,006)</u>	<u>\$ (10,500)</u>	
Native American Arts Festival						
Revenue	\$ 54,199	\$ 54,199	100%	\$ 35,394	\$ 45,000	79%
Expenditures	68,977	68,177	101%	69,069	65,000	106%
Net Revenue Over (Under)	<u>\$ (14,778)</u>	<u>\$ (13,978)</u>		<u>\$ (33,675)</u>	<u>\$ (20,000)</u>	
Trout Derby						
Revenue	\$ 7,888	\$ 7,888	100%	\$ 8,823	\$ 10,000	88%
Expenditures	2,336	2,336	100%	2,039	2,500	82%
Net Revenue Over (Under)	<u>\$ 5,552</u>	<u>\$ 5,552</u>		<u>\$ 6,785</u>	<u>\$ 7,500</u>	
Spring Art Festival						
Revenue	\$ 89,362	\$ 89,362	100%	\$ 52,522	\$ 97,000	54%
Expenditures	72,372	71,622	101%	67,899	67,000	101%
Net Revenue Over (Under)	<u>\$ 16,989</u>	<u>\$ 17,739</u>		<u>\$ (15,377)</u>	<u>\$ 30,000</u>	
Arts in the Park Concerts						
Revenue	\$ 12,000	\$ 12,000	100%	\$ 9,250	\$ 15,000	62%
Expenditures	12,211	12,211	100%	9,995	12,000	83%
Net Revenue Over (Under)	<u>\$ (211)</u>	<u>\$ (211)</u>		<u>\$ (745)</u>	<u>\$ 3,000</u>	
Movie Event						
Revenue	\$ -	\$ -		\$ 1,250	\$ 5,000	25%
Expenditures	3,198	3,198	100%	1,256	4,000	31%
Net Revenue Over (Under)	<u>\$ (3,198)</u>	<u>\$ (3,198)</u>		<u>\$ (6)</u>	<u>\$ 1,000</u>	
4th of July						
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 June 2026 - 100% of the fiscal year has elapsed

	FY26	FY26	
	Actual	Budget	% of Budget
HIGHWAY USER REVENUE			
Annual HURF Distribution	\$ 537,946	\$ 551,229	98%
Interest Income	39,150	10,000	391%
Total HURF Revenue	\$ 577,096	\$ 561,229	103%
Streets Maintenance Expenditures	\$ 48,790	\$ 30,000	163%
Streets Capital Projects	481,210	500,000	96%
Brinton Roundabout	1,000,000	1,000,000	100%
Total HURF Expenditures	\$ 1,530,000	\$ 1,530,000	
Ending Balance			
Net Change in Fund Balance	\$ (952,904)	\$ (968,771)	
Fund Balance - Beginning	1,074,537	1,058,484	
Fund Balance - Ending	\$ 121,633	\$ 89,713	
SLID Assessment Revenue	\$ 301,695	\$ 314,281	96%
SLID Electricity Expenditures	247,838	257,976	96%
Net Change in Fund Balance	\$ 53,856	\$ 56,305	
Ending Balance			
Fund Balance - Beginning	\$ (45,245)	\$ (43,407)	
Fund Balance - Ending	\$ 8,611	\$ 12,898	
COURT ENHANCEMENT FEE			
Fee Revenue & Interest Earnings	\$ 35,091	\$ 4,565	769%
Transfers Out	-	-	
Total Court Enhancement Revenue	35,091	4,565	
Magistrate Court Operating Exp.	977	19,000	5%
Total Court Enhancement Revenue	977	19,000	
Net Change in Fund Balance	\$ 34,114	\$ (14,435)	
Ending Balance			
Fund Balance - Beginning	\$ 65,393	\$ 64,740	
Fund Balance - Ending	\$ 99,507	\$ 50,305	

City of Litchfield Park
Fund Balance Summary - Unaudited Budgetary Basis
For the Month Ended June 2026 - 100% 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	3,371,582	(864,933)	2,506,648
One-time Revenue Over Capital Uses	(4,967,363)	-	(4,967,363)
Ending Balance	<u>\$ 29,613,090</u>	<u>\$ 229,752</u>	<u>\$ 29,842,841</u>

Ending Fund Balance Detail

Minimum Balance (15%)	\$ 2,180,000
Stabilization Reserve (35%)	5,090,000
One Year Debt Service Payments	1,711,044
TPT Refunds/Corrections	1,000,000
Unassigned Fund Balance	19,632,046
Total General Fund Balance	<u>\$ 29,613,090</u>

Future Committed Projects/Events that impact Fund Balance

Unassigned Fund Balance	\$ 19,632,046
La Loma Restoration	\$ (2,607,144)
Litchfield Park Library	\$ (1,261,237)
Brinton Roundabout (\$1M HURF, \$1.8M GF=\$2.8M total)	\$ (530,000)
Litchfield Road Underpass Design & Engineering	\$ (170,287)
Camelback Rd Improvements (MC contribution)	\$ (3,500,000)
Remaining Unassigned Fund Balance	<u>\$ 11,563,377</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	9.5
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CITY COUNCIL COMMUNICATION

Reports Item VII.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: 8/12/2026
Presenter: Yosha Brunson Kuhl, Director of Communications

RECOMMENDED MOTION:

N/A

BACKGROUND/DISCUSSION:

N/A

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

ATTACHMENTS:

1. Communications Monthly Report June 2026
2. Communications Monthly Report July 2026



City of Litchfield Park

COMMUNICATIONS MONTHLY REPORT

Prepared by Yosha Brunson Kuhl, Director of
Communications



June
2026



JUNE

The City celebrated the groundbreaking of Plaza del Parque, signifying additional progress in Litchfield Square. This was also highlighted in targeted 12News broadcast coverage.

Updates on Litchfield Square and notices around the speed limit on Camelback Rd garnered the majority of social attention and interaction.



On Deck



- 250th Anniversary
- Hilltop Opening
- The Thomas grand opening





SOCIAL MEDIA

PLATFORM INSIGHTS

Facebook
Snapshot



14.K Followers (+269)



20 Posts + 25 Stories

Results were driven
by traffic alerts and
road construction
notices

Content



116.2K
Viewers
(+50%)



3.2K
Interactions
(+5.5%)



319.3K
Views
(+43.5%)



110
Comments





Social Media

PLATFORM INSIGHTS

Instagram Snapshot



6.5K Followers (+269)



20 Posts + 25 Stories

Results driven by Reels featuring transportation updates, community events, history, and community recognition

Content



72.8K
Reach
(+110.2%)



8.7K
Interactions
(+47.7%)



412.6K
Views
(+34.6%)



50
Comments





Social Media

PLATFORM INSIGHTS

Youtube Snapshot



268 Subscribers (+9)



9 Videos+7 Shorts

Performance reflects
interest in historical
content and community
stories

Content



114
Views
(-9%)



1.8
Hours
Watch Time
(-1%)





Social Media

TOP POSTS



Have you ever wondered why the speed limit on Camelback Road between Oyster and Lindbergh?

Fri Jun 12, 5:39pm

53.8K 290
261 19



🚗 Ever wonder why Camelback Road is 35...

Fri Jun 12, 5:43pm

76.7K 2.1K
170 520



Why is Camelback Road 35 mph here when it's 45 mph in other areas? 🤔

74 views • 1 month ago



Camelback Rd Speed Limit

Views: 53.8K
Shares: 19
Interactions: 588



Camelback Rd Speed Limit

Views: 76.71K
Reach: 58.9K
Interactions: 3K

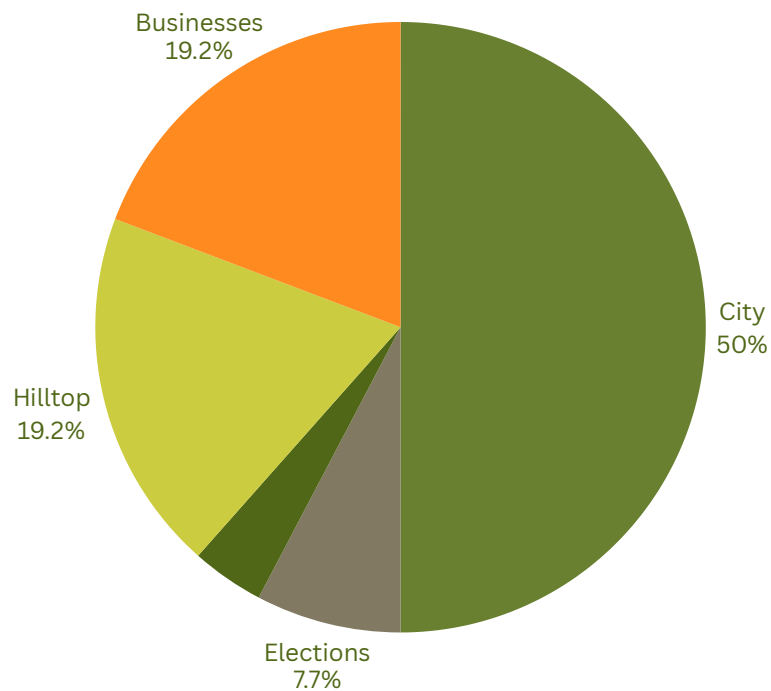


Camelback Rd Speed Limit

Views: 74



MEDIA COVERAGE

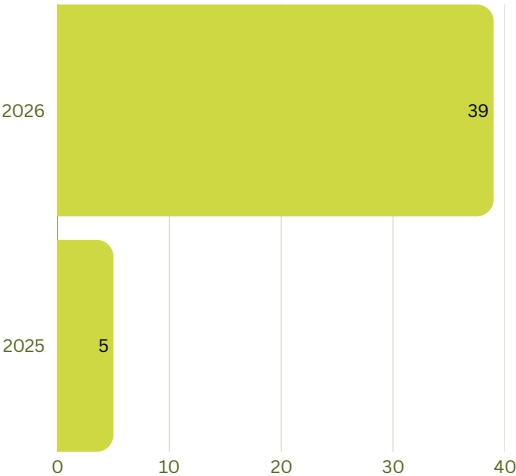


Local media coverage was driven by City news.

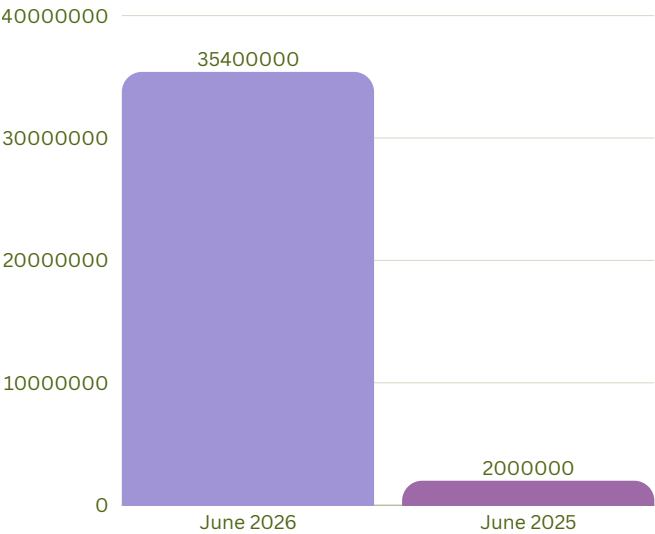


YOY RESULTS (JUNE)

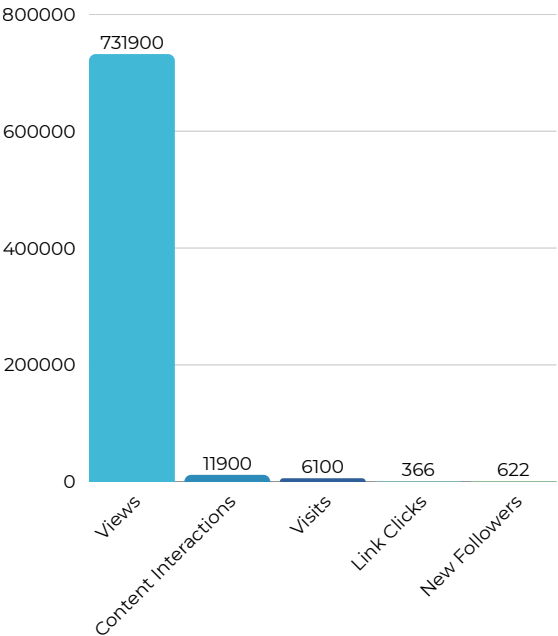
Media Coverage
(Number of mentions)



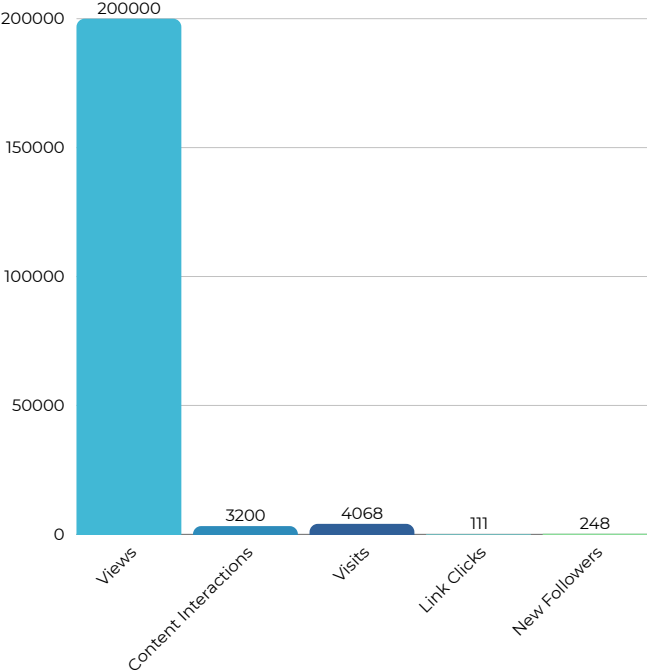
Media Impressions (Approximate)



Social Media June 2026



Social Media June 2025





City of Litchfield Park

COMMUNICATIONS MONTHLY REPORT

Prepared by Yosha Brunson Kuhl, Director of
Communications



July
2026



JULY

The City focused its efforts on opening the new library and the Hilltop School for the Arts, and much coverage was dedicated to promoting the progress and excitement around the projects.

Community-focused stories continued to generate the strongest engagement across all platforms, and coverage of the 4th of July events garnered community and media attention.



On Deck



- 250th Anniversary
- Hilltop Opening
- The Thomas grand opening





SOCIAL MEDIA

PLATFORM INSIGHTS

Facebook
Snapshot



14.2K Followers (+216)



18 Posts + 21 Stories

Results were driven
by major community
projects and exclusive
behind-the-scenes
access

Content



101.5K
Viewers
(-12.7%)



3.7K
Interactions
(+13.7%)



325.6K
Views
(+2%)



137
Comments





Social Media

PLATFORM INSIGHTS

Instagram Snapshot



6.7K Followers (+297)



18 Posts + 21 Stories

Reels remained the strongest performing content format- featuring city improvements and community life

Content



45.9K
Reach
(-37%)



6.2K
Interactions
(-28.8%)



434.9K
Views
(+5.4%)



29
Comments





Social Media

PLATFORM INSIGHTS

Youtube Snapshot



268 Subscribers (+9)



9 Videos+7 Shorts

Performance reflects continued interest in short form video content featuring community events and City announcements

Content



4.4K
Views
(-9%)



70.1
Hours
Watch Time
(-1%)

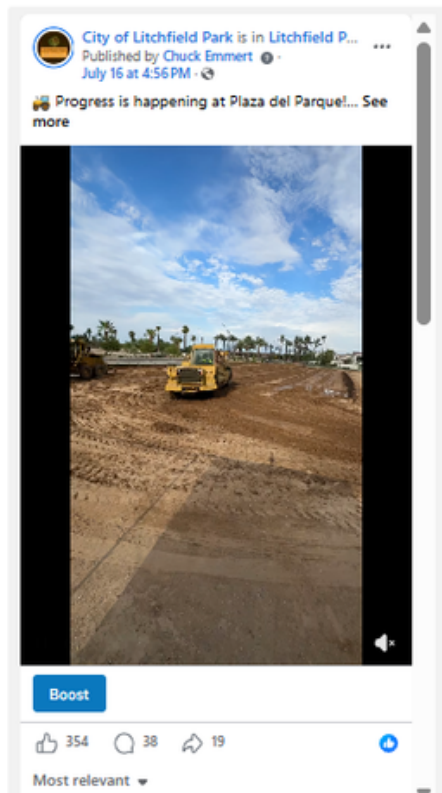




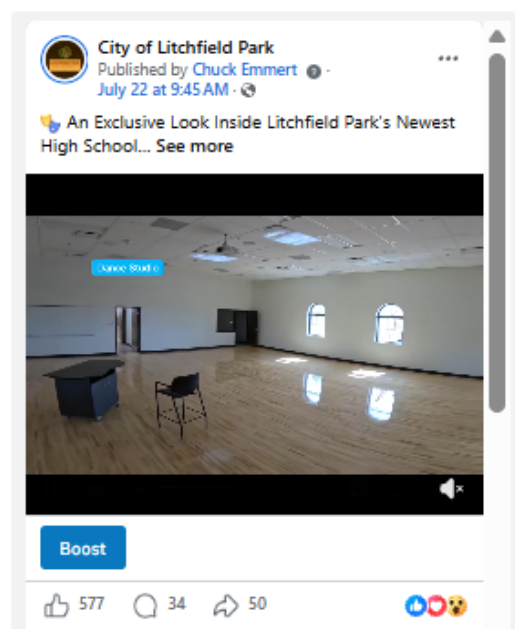
Social Media

TOP POSTS

Feed preview



Feed preview



Exclusive Tour: Inside Litchfield Park's New Hilltop...

89 views · 2 weeks ago

Plaza del Parque

Views: 85.9K

Shares: 576

Interactions: 1.5K



Hilltop School for the Arts

Views: 71.1K

Reach: 9K

Interactions: 701

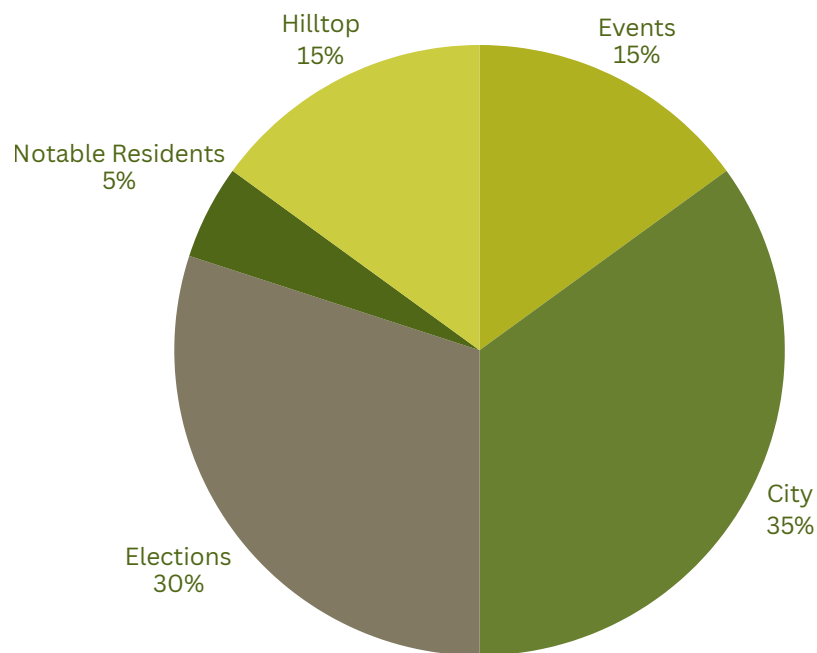


Hilltop School for the Arts

Views: 89



MEDIA COVERAGE

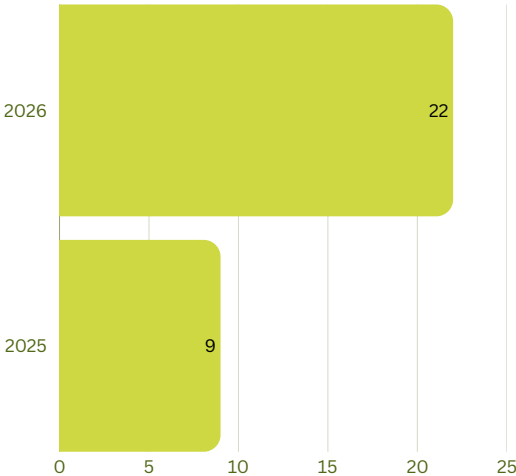


Local media coverage was driven by City news and elections.

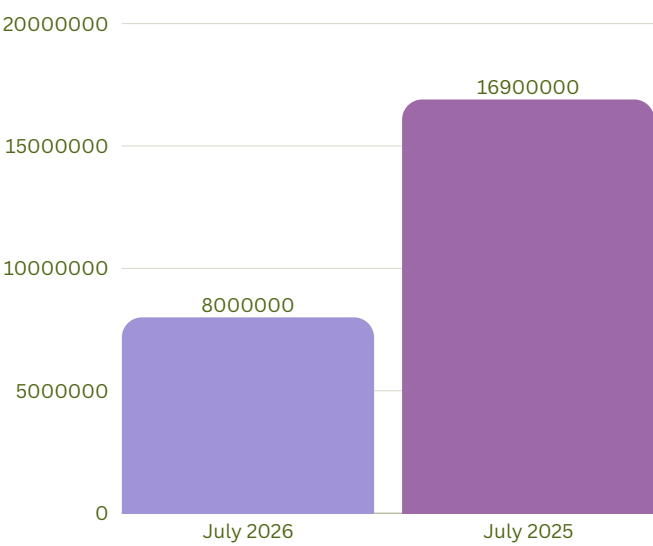


YOY RESULTS (JULY)

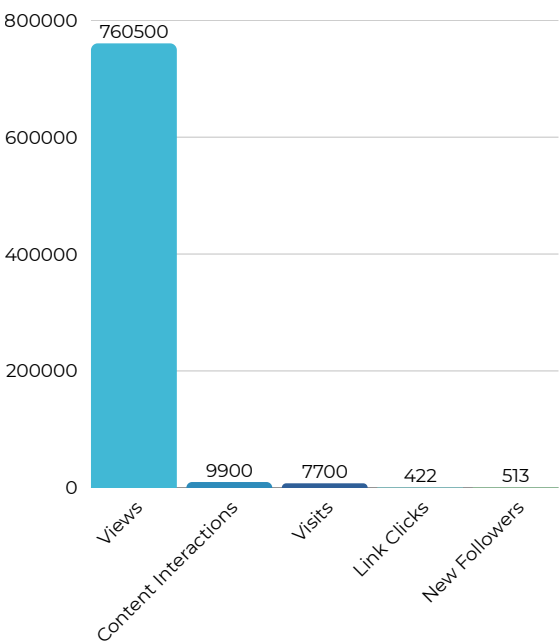
Media Coverage
(Number of mentions)



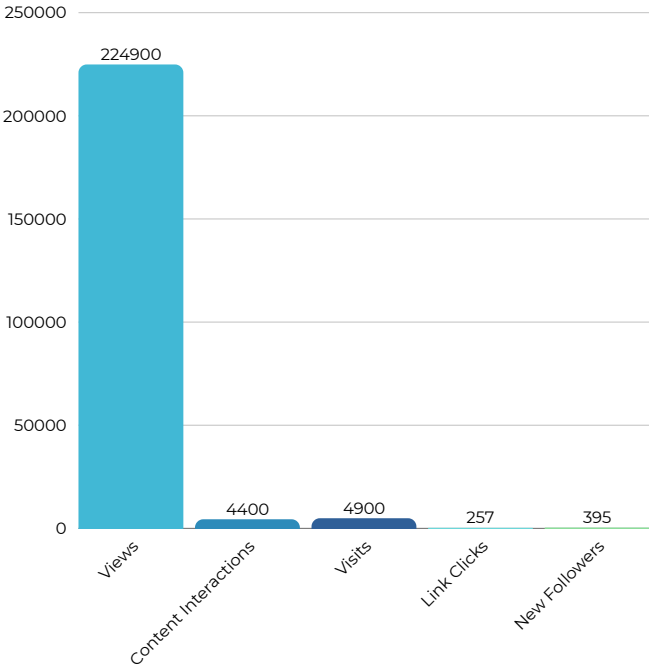
Media Impressions (Approximate)



Social Media July 2026



Social Media July 2025



*Views, Interactions, and New Followers unavailable

To: Mayor Thomas L. Schoaf and Members of the City Council
From: Keith Drunasky, City Engineer
Through: Matthew Williams, City Manager
Meeting Date: 8/12/2026
Presenter: Keith Drunasky, City Engineer

RECOMMENDED MOTION:

N/A

BACKGROUND/DISCUSSION:

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

PGA North

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

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.

PGA team has proposed to the EPA to begin the process of suspending the treatment for the chemical Perchlorate. The 2008 Removal Action Memorandum (RAM) established the Site-specific action level for perchlorate based on the Arizona Department of Health Services (ADHS) Health Based Guidance Level (HBGL) of 14 micrograms per liter (µg/L). The PGA team is proposing to suspend perchlorate treatment at the Main Treatment System (MTS) which is located at the southern end of the former Unidynamics property south of Van Buren, west side of Litchfield Road.

Components of the groundwater remedy to address perchlorate impacts included a series of Subunit A and Subunit C extraction wells, which deliver untreated groundwater to the MTS,. In 2019, perchlorate concentrations in 8 of the 10 extraction wells fell below the established Site-specific action level of 14 µg/L. Perchlorate has not been detected above the HBGL of 14 µg/L in any of the treatment zone monitoring wells since

mid-2024.

Based on the most recent groundwater sampling (2025-2026), monitor wells in the northern area are scheduled to be sampled for TCE quarterly; therefore, there is no proposed increase in monitoring frequency to monitor TCE concentration reduction and/or potential plume migration.

Luke Air Force Base PFAS

There have been no major updates or actions by LAFB since early Summer 2025. A December 2025 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

ATTACHMENTS:

To: Mayor Thomas L. Schoaf and Members of the City Council
From: Keith Drunasky, City Engineer
Through: Matthew Williams, City Manager
Meeting Date: 8/12/2026
Presenter: Keith Drunasky, City Engineer

RECOMMENDED MOTION:

N/A

BACKGROUND/DISCUSSION:

The following are updates to the listed Capital Improvement Projects:

Litchfield Park Library Project (FY26/27 CIP - GL #40-20-6100-14)

Haydon Construction began construction activities the week of October 20th, with major construction completed approximately July 31, 2026. Library groundbreaking ceremony occurred on October 28th, with ribbon cutting occurring August 3rd. The City Building Department issued building permits and Engineering issued at risk grading permits in December 2025. 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.

All grading, asphalt, utilities and majority of concrete improvements have been completed. There are some remaining concrete sidewalk, curb and other paths that need to be completed, pending adjacent projects contractors. Site landscaping and irrigation is all but complete, with minor replacements left to do. All electrical improvements are complete. Lumen/CenturyLink fiber extension into the building is complete, and City/Library District has operational fiber services. Liberty Utilities has still not permitted final plans yet.

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 were constructed by Haydon at the same time, with a final 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.

La Loma Park - Phase I (FY26/27 CIP - GL #40-20-6030-12)

This project is being designed concurrently with the Library, Roundabout and Pedestrian Underpass. Pre-final plans for the Hilltop Phase I improvements were submitted and issued to contractors. Staff received 3 proposals from contractors at approximately \$6.5M, \$6.7M and \$7.97M for the previously issued 90% construction designs. The project scope has been evaluated by staff, and a modified pre-final plan set was completed (by staff) that significantly reduced scope and overall costs with the goal to be near the currently approved \$2.5M construction funds. This prefinal set was issued to 5 contractors for a bid, anticipated to be received by mid-August for evaluation. Construction is anticipated to begin late Summer 2026, with the first phase of the park primarily the south and east portions as well as underground utilities. Major activities cannot begin until the existing AFHS dirt stockpile and remaining earthwork has been removed, which is anticipated to be completed in late August or September. Remaining Park areas will have a completion date that has not been determined yet.

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 final designs for electrical infrastructure installations are underway. Staff is coordinating with communication services providers as well to extend their infrastructure onto the site. Collaboration with the PW Litchfield Historical Society for utilities, storage, work areas, parking, etc. is ongoing.

Construction funding for this project will come from Capital Projects, with a budget amount of \$3.65M. Council approved a design and engineering contract with Colliers Design for just under \$279,000 for final designs. Council approved the use of just under \$1.1M in June 2025 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 (FY26/27 CIP – GL #21-20-6020-02 & 40-20-6020-07)

Nesbitt Contracting began construction on March 2, 2026. Substantial completion of the roundabout was August 3, 2026. The intersection traffic, pavement, curb and most sidewalk is fully operations. Streetlights have been installed but are not all powered up while we wait on APS to pull wire in August or September. Median and parkway new and restoration landscaping is currently underway with an approximate 30 schedule.

Nesbitt was issued prefinal 90% plans in February 2026. Staff elected to proceed with construction using the pre-final sealed 90% plans as we could wait any longer for the consultant to finish. The Engineering Department attends daily/weekly field meetings to

adjust and enhance any designs that are delinquent in order to keep construction moving forward, reduce delays and reduce potential for additional delay or out of scope costs. The roundabout configuration was finalized by the consultant and the roundabout specialist late in 2025.

Council approved a design and engineering contract with Colliers for just under \$200,000 for final design of the Litchfield/Brinton roundabout. The contract for Nesbitt Construction is just over \$2.8M and was approved by Council in November 2025. Funding for design and construction of this project comes from Capital Projects and HURF.

FY25/26 Citywide Road Program - Street Repair & Replacement (FY26/27 CIP - GL #21-20-6020-01)

Construction activities for FY25/26 Pavement Maintenance Program began mid-April and was completed by mid July 2026. Two additional street segments have been advanced from next years program and will be completed by late August. There were approximately 150 items of work, consisting of crack sealing, PMM sealing, micro sealing, mill/overlay and pavement replacement. Some street segments received multiple treatments (i.e. crack seal and micro seal). Phase I of the pavement maintenance program, including pavement replacement, mill and overlay and crack seal, was completed earlier in June. Phase II of the program, including micro seal and slurry seal, began in mid-May and was completed in July. Street sections that received treatment also received new pavement striping.

A cooperative purchase contract with Roadrunner Pavement & Asphalt was executed in early April for an amount of \$600,000 for Phase I treatments, which includes allowance funding for unforeseen conditions or City added scope at a later time. The contract for Phase II treatments for \$700,000 was approved by Council at the April meeting, with the contract executed in May. Staff requested \$210,000 for the additional 2 street segments, which was approved by Council in the July special meeting. HURF and Capital Contingency funds will be used for these pavement treatments. The completion of these pavement treatments will substantially draw down the HURF fund.

Litchfield Road/Missouri Avenue Traffic Signal (FY26/27 CIP - GL #40-20-6020-09)

The City entered into an IGA with City of Glendale for the City of Litchfield Park to construct and maintain/operate this signal within portions of their right of way, with the majority of the signals located within Litchfield right of way. Additionally, an addendum to an existing IGA with MCDOT for traffic signal operation and maintenance was approved by Council at the July 2026 special meeting that will allow up to 7 additional signals in the future with just a letter of authorization.

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 and intersection improvements were completed in July 2026 and are in for permit at City of Glendal and MCDOT. APS has issued final not for construction plans to provide electrical service to the signal and the roundabout streetlights. These plans should be finalized and permitted by mid to late August.

The City contracted with Nesbitt Contracting in April 2026 for \$1.07M. Final engineering services contract was \$49,285.00. Work for this intersection and signals began in July 2026, ahead of final permitted plans. Grading, earthwork, removals, electrical conduit, and other associated activities are underway. However, there is an approximate 22-week lead time for traffic signal poles. This clock started in June 2026 with the approval of the traffic signal equipment. Final intersection improvements, including striping, will not be completed until the signal poles are operational.

Funding for design and construction of these projects comes from Capital Projects. The Litchfield Road/Missouri Signal project budget for FY25/26 is \$300,000.00, with an additional \$700k for next FY. The budget amount allocated for this fiscal year primarily for design and partial construction. All funding for the Missouri signals improvements will come 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. The Sunset Terrace development at the southeast corner of the intersection had previously contributed funds to the City for this future signal. Additional AFHS School District "Adjacent Ways" funding in the amount of \$500,000 is expected for these intersection improvements.

Litchfield Road Pedestrian Underpass (FY26/27 – GL #40-20-6020-08)

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 were issued to Staff and utility providers for review. These designs were updated with the latest information from the adjacent Hilltop and AFHS projects, as well as feedback by Staff. The designs will not progress beyond 30% at this time until utility relocation coordination.

The City terminated the contract with the consultant and is evaluating replacement engineering firms. Staff will engage another engineering firm to continue design operations and work towards a final design. Geotechnical borings & utility potholing has already been completed. Staff has engaged another consultant with experience in doing underpass designs, and has staff members that actually were a part of the design of our current underpass at Wigwam Blvd. We anticipate have the project re-scoped by the end of August, and will be seeking approval from Council of a new engineering contract.

Council approved a design and engineering contract with Colliers for just under \$258,000 for final design of the Litchfield Road Pedestrian Underpass. The consultant has expended a portion of this contract amount and we have paid their final invoice.

The replacement consultant will likely require an amount that is less than the originally approved contract amount, but more than is remaining, as there is a measure of verification and rework required in a situation such as this.

Funding for design and construction of this project comes from Capital Projects and HURF. The underpass construction capital projects budget is at \$2.0M.

Public Works and Development Services Facility Construction (FY26/27 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 changes to architectural elements. These changes were completed by the consultant and presented to Council. Additional changes have been discussed with Staff and other Council members, in which a scope modification contract was received by the consultant. This revision will need to be approved by Council before staff will direct the consultant to revise construction plans.

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. An additional high-level estimate from another steel contractor quoted the building at approximately \$2M for just the admin building portion (not including foundations/slabs, shop area, demo or site improvements at an estimated \$1.5M-\$2.0M additional). Staff will provide the revised plans to additional contractors that are on 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 boring soil and field evaluations were completed in early May 2025. Current CIP Budget is \$2.2M (General Fund) for design and construction. Construction should take between 9 to 11 months to complete. The Public Grounds annex yard has been leased on the LES property, which will house staff, equipment, and material to during construction of the facility.

Perimeter Wall Phase VII (Camelback Park) + Turn Lane (FY26/27 CIP - GL #40-20-6020-10)

Final plans, specs and estimate were evaluated by a contract consultant, with comments and revision requests provided to the City. Revisions are nearly done.

A construction bid from Straight Arrow Contracting was received in June 2026 for just over \$1.7M. Council approved the expenditure of not to exceed \$2,000,000 at the April

2026 meeting. A preconstruction meeting with Straight Arrow occurred in mid July 2026 to kick off the project. The CMU block has a lead time of approximately 15 weeks as a result of the current ADOT SR-101 project construction of sound walls and bridge walls. This block was ordered in early July. Full construction activities are anticipated to begin later in September with roadway work and wall removals.

This project limit includes frontage of Camelback Park. The sections further south along Dysart Road will be included in a future capital project for perimeter wall phase VIII. 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

Budget for this project is \$2.0M for design and construction coming from General Funds.

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)

Sun Health's engineering consultant provided a design & engineering cost proposal for the improvements of the south half of Camelback Road from approximately Village Parkway to Litchfield Road. The proposal from Colliers Engineering for this segment is just under \$300K. The City and Sun Health entered into an agreement to allow Sun Health to be reimbursed for these engineering and design services from the City. This was approved by Council in February 2026. Initial design efforts have begun for the entire segment, culminating on Sun Health providing a roll plot of the initial Camelback Road configuration. The City has provided review comments to this roll plot.

Sun Health elected to cancel their contract with Colliers and is currently soliciting for a new transportation design consultant. They may be selecting this consultant within the next few weeks. It is our understanding that Sun Health may continue with design efforts, however, these are currently stalled/delayed by Sun Health pending progress on the Litchfield Road widening project and the Denny boulevard realignment project progressing further. It is unclear when these design efforts will resume at the moment. Estimates are that this section of Camelback Road is anticipated to begin this Summer 2027 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 construction is \$3.96M and for the roundabout is an additional \$1.98M. 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.

Scout Lodge Relocation (FY26/27 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. The Scouts representatives provided an updated site plan and graphics, which was evaluated by staff and feedback provided.

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.

FY26/27 Citywide Road Program - Street Repair & Replacement (FY26/27 CIP - GL #21-20-6020-01 & GL #40-20-6020-06)

Initial evaluations for street segments for pavement treatments is underway for the FY26/27 program. It is anticipated there will be under 100 street segments that will receive a combination of one or more treatments, including crack sealing, PMM sealing, micro sealing, mill/overlay and pavement replacement. This treatment cycle will include seal coats for streets that were newly paved in 2022 and 2023.

A final evaluation and list of the street segments will be developed after the Streets Superintendent is hired, as one of their first major projects to undertake. It is estimated this program will require approximately \$1M to complete. This will be a major endeavor of the new Streets Superintendent to undertake when they come on board, including updating the current plan, planning future street maintenance efforts and streamlining the overall process.

Sidewalk Panels (FY26/27 CIP GL #40-20-6200-05)

Streets staff completed a Citywide evaluation of the condition of existing sidewalk and path panels (concrete). Findings including over 120 locations that have concrete panels, both colored and grey, that are out of compliance. Many are the result of shade tree root interference.

Additional evaluations will be completed by the Streets Superintendent to determine

total count of non-compliant panels and will develop a phased approach to addressing them. Available funding each year is \$120,000 from CIP, which will cover a portion of the total replacement costs. Staff will also look at other funding sources that may be applicable to bringing sidewalks and pathways into compliance.

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

Noted as part of Background/Discussion

ATTACHMENTS:

To: Mayor Thomas L. Schoaf and Members of the City Council
From: Randy Proch, Planning & Community Development Director
Through: Matthew Williams, City Manager
Meeting Date: 8/12/2026
Presenter: Randy Proch, Planning & Community Development Director

RECOMMENDED MOTION:

N/A

BACKGROUND/DISCUSSION:

Litchfield Square

- The longest lead item, the elevator, for the Heritage Place project is still on track for September installation. We are working with several second floor tenants that are looking to open soon. This will require careful consideration of how to route patrons from below to above with several active construction areas still in progress. Only one retail and one restaurant Tenant Improvement restaurant is left, as the rest are approved (pulled) or will be soon.
- Plaza del Parque has commenced construction and has started requesting inspections for underground work. Our inspector noticed workers in a trench without proper shoring, a safety concern that was reported and the inspection canceled. We will continue to monitor work being done at the site, as the safety of the individuals is the highest priority.
- Staff has recently met with multiple parties interested in the remaining Litchfield Square parcels. We hope to see new RFP submittals soon from any of the interested groups.

La Loma Restorations

- The Hilltop School for the Arts ✓
- Litchfield Park Library ✓
- Litchfield Road Roundabout ✓
- All completed projects are working on the remaining punch list items to be completed in the coming weeks. The school has several ramps and stairs to finish around the site. The library is finalizing the remaining parking lot signs and security cameras. The roundabout landscaping is being installed, along with restoration of the frontage of Sunset Terrace.
- Staff is expecting updated cost estimates of La Loma Park Phase 1A improvements in the

next several weeks. Independently, Staff is also looking at possible divisions of work for the entry retaining wall and wayfinding signage, as well as remaining dirt and grading work.

- The Hilltop Theatre and Concert Hall continues exterior finishing while completing all stage and seating work ahead of the grand opening on October 1.
- A special thank you to the Waltz contracting team that has been very responsive to an unfortunate incident with Rummel, through McCarthy and the Agua Fria district, on Cottage #2 damaged by an excavator. No one was injured, and the damage was contained and reinforced so that it did not become any worse. The stucco repair, paint, new windows and doors on Cottage #3 have made a great difference already.
- The P.W. Litchfield Heritage Center continues to develop with support from the Goodyear FD as the City continues to find the semi(permanent) solution for hydrant and fire protection.

The Thomas

- The site work is nearly complete with only several small items remaining, such as landscaping and ADA entrances on Building B and Building C. Two existing businesses continue to operate through a Temporary Certificate of Occupancy. Building C interior work is almost done, and additional businesses are expected to start soon.

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

ATTACHMENTS:



**CITY COUNCIL
COMMUNICATION**

**Reports Item VII.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: 8/12/2026
Presenter: Craig Jennings, Presiding Magistrate Judge

RECOMMENDED MOTION:

N/A

BACKGROUND/DISCUSSION:

This report is non-verbal. Any questions regarding it should be directed to the City Manager.

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

ATTACHMENTS:

1. Magistrate Court Report - June 2026
2. Magistrate Court Report - July 2026

Date: July 1, 2026
To: Matthew Williams, City Manager
From: Abril Ruiz-Ortega, Court Administrator
Thru: Craig L. Jennings, Presiding Judge
Re: June 2026 Monthly Data Report – Litchfield Park Magistrate Court

June 2026 Workload Indicators

Litchfield Park Magistrate Court Caseload Indicators	
Civil Traffic Violations	240
Criminal Traffic Violations	15
Misdemeanor Violations	10
Felony	0
Local Ordinance – Parking Violations	0
Local Non-Criminal – Other & Civil Violations	0
Orders of Protection & Injunction Harassment	2
Total Number of Filings	267

Trials/Hearings Held	
Civil Traffic Hearings Held	3
Criminal Traffic Trials Held	0
Criminal Misdemeanor Trials Held	0
Civil Hearings Held – OP's & IH's	0
Domestic Violence Indicator	2
Search Warrants	0
Total Number of Matters	5

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

Miscellaneous Workload Indicators

Litchfield Park Magistrate Court Miscellaneous Indicators	
Self-Represented Litigants	265
Weddings	0
Court Security Screen Counts	97
Scheduled Interpreter Services Provided	0
Active Warrants	169
Total	531

Date: August 3, 2026
To: Matthew Williams, City Manager
From: Abril Ruiz-Ortega, Court Administrator
Thru: Craig L. Jennings, Presiding Judge
Re: July 2026 Monthly Data Report – Litchfield Park Magistrate Court

July 2026 Workload Indicators

Litchfield Park Magistrate Court Caseload Indicators	
Civil Traffic Violations	161
Criminal Traffic Violations	19
Misdemeanor Violations	4
Felony	0
Local Ordinance – Parking Violations	0
Local Non-Criminal – Other & Civil Violations	0
Orders of Protection & Injunction Harassment	3
Total Number of Filings	187

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

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

Miscellaneous Workload Indicators

Litchfield Park Magistrate Court Miscellaneous Indicators	
Self-Represented Litigants	187
Weddings	0
Court Security Screen Counts	90
Scheduled Interpreter Services Provided	2
Active Warrants	180
Total	459



CITY COUNCIL COMMUNICATION

Consent Agenda Item VIII.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: 8/12/2026
Presenter: Terri Roth, City Clerk

RECOMMENDED MOTION:

MOVE TO APPROVE THE JUNE 3, 2026 WORK STUDY SESSION, THE JUNE 17, 2026 SPECIAL AND REGULAR MEETINGS, THE JULY 9, 27, 30, 2026 SPECIAL MEETINGS MINUTES

BACKGROUND/DISCUSSION:

N/A

STAFF RECOMMENDATION:

Staff recommends approval.

FINANCIAL IMPACT:

N/A

ATTACHMENTS:

1. 060326 WSS Minutes - DRAFT
2. 061726 SP Minutes - DRAFT
3. 061726 REG Minutes - DRAFT tr ver
4. 070926 SP Minutes - DRAFT
5. 072726 SP Minutes - DRAFT tr ver
6. 073026 SP Minutes -DRAFT tr ver

Wednesday, June 3, 2026

Work Study Session Meeting

I. Call to Order

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

Present: Mayor Thomas L. Schoaf, Council Member Suzanne Allen, Council Member Lisa Brainard Watson, Council Member Ron Clair, Council Member Justin James

Absent: Vice Mayor Faith, Council Member Fraser

Staff: Matthew Williams, City Manager; Terri Roth, City Clerk; Joe Estes, City Attorney (Zoom); Paige Peterson, Asst. City Mgr./Director of Finance; Maria Ceaglske, Deputy City Clerk; Randy Proch, Planning Director.

II. Business

A. Capital Improvement Projects

Ms. Peterson provided information on the funding resources capital projects use, which is always one-time revenues and city cash. One-time revenues are construction sales tax, grants, or revenues that exceed our operational expenditures. Traditionally, the city uses a 'pay as you go' method. She reviewed the dollar amounts of committed projects, recommended projects, potential projects, and those within the City Manager's authority.

Staff recently provided a list of projects by category to the Council and asked them to rank in order of importance. She explained this is a planning tool, not a commitment, and it assists staff with prioritization and scheduling. The legal spending authority caps project spending at \$13M. She stated there are enough funds to cover the committed projects, the City Manager projects and approximately \$6.2M in other recommended and/or potential projects. She broke down each project cost for what has been committed, recommended, potential, and City Manager approval. She also reviewed future projects within the same categories.

Mr. Williams explained why the CIP list is so long and reviewed the projects that need to be prioritized. He stated it is important to list all items, even if there are no funds to complete them. Discussion regarding MAG funds was held.

Mayor Schoaf stated projects that need immediate attention are underpasses on Litchfield Road and Camelback Road. These would be necessary to keep the walkability of the City and for safety. It's possible to apply for federal funding for these projects.

III. 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.

IV. Adjournment

Mayor Schoaf adjourned the meeting at 7:15 PM.

APPROVED:

Thomas L. Schoaf, 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, June 3, 2026. I further certify that the meeting was duly called and held and that a quorum was present.

Terri Roth, MMC, City Clerk

Wednesday, June 17, 2026

Special Meeting

I. Call to Order

The meeting was held in the Library Community Room and called to order by Mayor Schoaf at 7:25 PM. A video recording of the meeting can be viewed [here](#).

Present: Mayor Thomas L. Schoaf, Vice Mayor Paul Faith (Zoom), 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; Matthew Podracky, City Attorney; Paige Peterson, Asst. City Mgr./Director of Finance; Maria Ceaglske, Deputy City Clerk; Keith Drunasky, City Engineer; Randy Proch, Planning Director; Kevin Hamilton, Public Grounds Superintendent; Kris Scott, Facilities Manager; Lisa Adams Williams, Director of Human Resources; Tricia Kramer, Director of Recreation and Community Services; Yosha Brunson Kuhl, Communications Director; Dawn Morocco, IT Specialist.

II. Business

A. Adoption of Resolution 26-609 Final Budget FY27

ADOPTED

MOVE TO ADOPT RESOLUTION 26-609 FY2027 FINAL BUDGET IN THE AMOUNT OF \$45,354,836

MOVER None, **SECONDER** Vice Mayor Faith

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 26-610 SLID Final Budgets for FY27

ADOPTED

MOVE TO ADOPT RESOLUTION 26-610 FOR THE FINAL BUDGETS AND ESTIMATE OF ASSESSMENTS FOR STREETLIGHT IMPROVEMENT DISTRICTS 1, 2, AND 3 FOR FISCAL YEAR 2027

MOVER Vice Mayor Faith, **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

III. Executive Session

This item was not held.

IV. Adjournment

Mayor Schoaf adjourned the regular meeting at 7:27 PM.

APPROVED:

Thomas L. Schoaf, 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 special meeting of the City Council of the City of Litchfield Park held on Wednesday, June 17, 2026. I further certify that the meeting was duly called and held and that a quorum was present.

Terri Roth, MMC, City Clerk

Wednesday, June 17, 2026

Regular Meeting

I. Call to Order

The meeting was held in the Library Community Room and called to order by Mayor Schoaf at 6:07 PM. A video recording of the meeting can be viewed [here](#).

Present: Mayor Thomas L. Schoaf, Vice Mayor Paul Faith (Zoom), 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; Matthew Prodacky, City Attorney; Paige Peterson, Asst. City Mgr./Director of Finance; Maria Ceaglske, Deputy City Clerk; Keith Drunasky, City Engineer; Randy Proch, Planning Director; Kevin Hamilton, Public Grounds Superintendent; Kris Scott, Facilities Manager; Lisa Adams Williams, Director of Human Resources; Tricia Kramer, Director of Recreation and Community Services; Yosha Brunson Kuhl, Communications Director; Dawn Morocco, IT Specialist.

II. Mayor and Council Members Report on Current Events

Council Member James commented on the recent addition of the Ford F-150 to the Avondale Police vehicles.

Council Member Brainard Watson detailed recent events like the opening of Radiance and the Memorial Day commemoration. She enjoyed seeing residents so invested in their community.

Council Member Allen talked about attending the Agua Fria Academies of the Southwest Valley Leadership Alliance meeting. She detailed the exciting opportunities that industry leaders were providing to students. She also enjoyed touring the Thomas within Litchfield Park.

Council Member Fraser talked about the excitement centering around events in Litchfield Square, including the upcoming Fourth of July event.

Vice Mayor Faith commended the staff for putting together the Memorial Day commemoration. Mayor Schaaf talked about the Flag Day celebration along with celebrating the birthday of the Army. Mayor Schaaf, Vice Mayor Faith, and Council member Clair talked about the excitement stemming from the Rudolfo groundbreaking.

III. City Manager's Report on Current Events

There were no questions regarding this report.

IV. Call to the Community

Mr. Carter Wilson asked about the tree trimming schedule as they were beginning to go to seed and looking bad. Mayor Schoaf allowed Mr. Hamilton to respond, in which the contractors will begin next week.

V. Presentations**A. Introduction of New Employees**

Ms. Adams-Williams introduced Messrs. Hamilton and Scott. They each provided a brief history of their background and stated they are excited to work for the City.

B. Hilltop Partner Listening Session

Council Member Allen provided a brief update on the outcome of her Hilltop Partner Listening Sessions. She invited representatives from AFUHSD, Sun Health, Maricopa County Library District, and P.W. Litchfield Heritage Center to speak and provide the Council on an update on their respective projects.

VI. Reports

These reports are non-verbal. There were no questions from Council.

A. Public Safety Services Monthly Reports

1. Goodyear Fire Report
2. Avondale Police Department

B. Staff Monthly Reports

1. Finance Monthly Report
2. Communications Update
3. Contamination / Plume Update
4. Capital Improvement Projects (CIP) Update
5. Special Projects Update
6. Magistrate Court Monthly Report

VII. consent Agenda**MOVE TO APPROVE CONSENT AGENDA ITEMS A - F**

MOVER Council Member Brainard Watson, **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

A. Approval of Minutes

APPROVED

MOVE TO APPROVE THE MAY 20, 2026 WORK STUDY SESSION AND REGULAR MEETING MINUTES.

B. Adoption of Resolution 26-611 CFO Designation

ADOPTED

MOVE TO ADOPT RESOLUTION 26-611 DESIGNATING PAIGE PETERSON, ASSISTANT CITY MANAGER / DIRECTOR OF FINANCE, AS THE CITY'S CHIEF FISCAL OFFICER FOR PURPOSES OF SUBMITTING THE ANNUAL EXPENDITURE LIMITATION REPORT FOR FISCAL YEAR 2027 TO THE OFFICE OF THE AUDITOR GENERAL

C. Approval of FY27 City Manager Goals**APPROVED****MOVE TO APPROVE THE CITY MANAGER GOALS FOR FY27****D. Sparkle in the Square Road Closures****APPROVED****MOVE TO APPROVE ROAD CLOSURES FOR THE JULY 3, 2026 SPARKLE IN THE SQUARE EVENT****E. Litchfield/Brinton Roundabout Additional Construction Costs****APPROVED****MOVE TO APPROVE CHANGE ORDER #1 TO THE EXISTING CONTRACT WITH NESBITT CONTRACTING FOR CONSTRUCTION SERVICES FOR THE LITCHFIELD ROAD & BRINTON AVENUE ROUNDABOUT PROJECT IN AN AMOUNT NOT TO EXCEED \$100,000 AND AUTHORIZE THE MAYOR TO EXECUTE THE REQUIRED DOCUMENTS****F. Turtle Park Playground****APPROVED****MOVE TO APPROVE THE PURCHASE OF PLAYGROUND EQUIPMENT FOR TURTLE PARK AS PRESENTED IN AN AMOUNT NOT TO EXCEED \$155,000****VIII. Business****A. Public Hearing: FY2027 Final City Budget**

Mayor Schoaf opened the public hearing at 6:50 PM.

Ms. Peterson provided a brief recap of the approvals during the tentative approval process. There were no adjustments to that budget. There were no comments from the public.

Mayor Schoaf closed the public hearing at 6:53 PM.

B. Public Hearing: FY2027 Streetlight Improvement Districts (SLIDs)

Mayor Schoaf opened the public hearing at 6:53 PM.

Ms. Peterson stated there are no changes to the budget presented. There were no comments from the public.

Mayor Schoaf closed the public hearing at 6:54 PM.

C. Salary Range Schedule and Position Roster FY27**APPROVED**

Ms. Peterson provided an updated salary schedule, stating the midpoint range had been adjusted due to a calculation error.

Mr. Williams thanked Ms. Adams-Williams for being able to provide the Class and Comp Study in-house. These can be costly if an outside vendor is hired to perform.

MOVE TO APPROVE THE FISCAL YEAR 2027 SALARY RANGE SCHEDULE AND POSITION ROSTER**MOVER** None, **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

D. Adoption of Resolution 26-612 FY27 Fee Schedule

APPROVED

Ms. Peterson provided some background about the fee increases for the recreation services program, activity fees, and billable rates.

MOVE TO ADOPT RESOLUTION 26-612 FOR FISCAL YEAR 2027 FEE SCHEDULE

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

E. Adoption of Ordinance 26-300 Court Enhancement Fund

ADOPTED

Ms. Peterson provided a reading of the court enhancement fund, explaining the elimination of the \$50,000 minimum fund balance requirement. Ms. Peterson explained that the ordinance will allow for the use of the port enhancement fund for court operations, freeing up the general fund.

MOVE TO ADOPT ORDINANCE 26-300 COURT ENHANCEMENT FUND

MOVER Vice Mayor Faith, **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

F. Adoption of Ordinance 26-298 Accessory Structures Allowances

ADOPT

Mr. Proch provided information regarding amending the zoning code. Mr. Proch detailed how these changes to zoning code ensure residents do not have to make unnecessary changes for what has not been seen as a problem within neighborhoods.

MOVE TO ADOPT ORDINANCE 26-298 ACCESSORY STRUCTURES ALLOWANCES

MOVER Council Member Fraser, **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

G. Adoption of Ordinance 26-301 E-Bikes and E-Scooters

ADOPTED

Mr. Proch explained this was revised to be similar with neighboring cities and allow the police to be able to enforce. Mayor Schoaf expressed concern about the enforceability of it, but, Mr. Proch and Vice Mayor Faith explained how it has similar language to other jurisdictions traffic laws, making it enforceable.

MOVE TO ADOPT ORDINANCE 26-301 E-BIKES AND E-SCOOTERS

MOVER Council Member Clair, **SECONDER** Vice Mayor Faith

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

H. Paul W. Litchfield Heritage Center Amended Lease Agreement

APPROVED

Ms. Peterson explained how the unexpected time it has taken to remove dirt piles has forced the need to update timelines and the lease agreement. The amendment would allow five months from utility stub fire access to remove the dirt piles.

Council member Fraser asked Mr. Williams if five months would be sufficient time to remove the dirt. Mr. Williams explained that the time allotted is based on the current lease agreement.

MOVE TO APPROVE PAUL W. LITCHFIELD HERITAGE CENTER AMENDED LEASE AGREEMENT

MOVER Council Member Brainard Watson, **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

I. Litchfield Elementary School District (LESD) Lease Agreement

APPROVED

Ms. Peterson explained how having the extra yard space that would be leased from Litchfield Elementary School District would be beneficial.

The amended lease agreement was approved. However, it is still awaiting a pending board vote from the Litchfield Elementary School District.

MOVE TO APPROVE LITCHFIELD ELEMENTARY SCHOOL DISTRICT LEASE AGREEMENT

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

J. Approval of City Clerk Contract

APPROVED

There were no questions or comments from Council. Ms. Roth thanked the council for allowing her to serve them and this community as the City Clerk.

MOVE TO APPROVE CITY CLERK CONTRACT

MOVER Council Member Brainard Watson, **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

K. Approval of City Manager Contract

APPROVED

There were no questions regarding the City Manager contract.

MOVE TO APPROVE CITY MANAGER CONTRACT

MOVER Council Member Clair, **SECONDER** Vice Mayor Faith

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

- 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.

- B. An Executive Session pursuant to A.R.S. § 38-431.03(A)(3) for discussions or consultations for legal advice with the City Attorney regarding a Development Agreement with Agua Fria Union High School District.**

This item was not held.

- C. An Executive Session pursuant to A.R.S. § 38-431.03(A)(1) for discussion or consideration of the annual evaluation and salary of Terri Roth as City Clerk.**

This session was not held.

- D. An Executive Session pursuant to A.R.S. § 38-431.03(A)(1) for discussion or consideration of the annual evaluation and salary of Matthew Williams as City Manager.**

This session was not held.

X. Adjournment

This meeting was adjourned at 7:25 PM.

APPROVED:

Thomas L. Schoaf, 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 meeting of the City Council of the City of Litchfield Park held on Wednesday, June 17, 2026. I further certify that the meeting was duly called and held and that a quorum was present.

Terri Roth, MMC, City Clerk

Thursday, July 9, 2026

Special Meeting

I. Call to Order

The meeting was held in the City Hall Conference Room and called to order by Mayor Schoaf at 11:00 AM. A video recording of the meeting can be viewed [here](#).

Present: Mayor Thomas L. Schoaf, Vice Mayor Paul Faith, Council Member Suzanne Allen, Council Member Lisa Brainard Watson, Council Member Ron Clair, Council Member Justin James

Absent: Council Member Andrew Fraser

Staff: Matthew Williams, City Manager; Terri Roth, City Clerk; Joe Estes, City Attorney; Paige Peterson, Asst. City Mgr./Director of Finance; Maria Ceagske, Deputy City Clerk; Keith Drunasky, City Engineer; Randy Proch, Planning Director; Joseph Nickens, Intern.

II. Consent Agenda

A. Ratification of Litchfield Rd/Brinton Ave Intersection Southbound Traffic Closure

APPROVED

Vice Mayor Faith removed this item from consent for discussion.

Vice Mayor Faith asked what the cut and patch issue was and why this item was being ratified. Mr. Drunasky explained the reasoning for street closures and confirmed that Council must approve all street closures.

Vice Mayor Faith had no other questions for items A & B

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

MOVER Vice Mayor Faith, **SECONDER** Council Member Allen

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

6 - 0 - 1 Passed

B. Full Nighttime Closure of Litchfield Road Between Denny Blvd & Missouri Ave

APPROVED

Vice Mayor Faith removed this item from consent for discussion.

Vice Mayor Faith's question regarding this item was included with Item A.

MOVE TO APPROVE FULL NIGHTTIME CLOSURE OF LITCHFIELD ROAD BETWEEN DENNY BOULEVARD & MISSOURI AVENUE FOR MULTIPLE DAYS IN JULY 2026.

MOVER Vice Mayor Faith, **SECONDER** Council Member Allen

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

6 - 0 - 1 Passed

C. Hilltop Phase 1 - Cottages Restoration

APPROVED

Council Member Allen removed the item from consent for discussion.

Council Member Allen asked about the water situation for this restoration. Mr. Proch explained there is a 5,000-gallon tank for construction only, not fire protection. Staff is working independently to resolve the long-term fire protection. Mr. Proch confirmed that Waltz Construction is not hindered to perform the exterior facelift of these buildings.

Vice Mayor Faith asked for clarification regarding the construction start time for the park. Mr. Proch responded if they can find a contractor who can work within the City's budget, they will start immediately.

Mr. Proch confirmed the dirt pile is not completely removed and explained the contractual requirements with Agua Fria. Mr. Proch confirmed there was no timeline for removal included in the contract. Further discussion included the laying of new asphalt on Britton Avenue.

Mayor Schoaf noted the amount of dirt that needs to be removed was not contemplated, so it was not included in the contract.

Mr. Drunasky confirmed that there will be financial damages related to Agua Fria agreement regarding the removal of the dirt. He also reported they have removed approximately 30-35,000 cubic yards, and there is approximately 20-30,000 cubic yards left.

Council Member Clair asked if we should begin looking for a contractor remove the dirt and renegotiate with Agua Fria so we are not impeding the schedule to build the park. Mr. Drunasky confirmed there are a few contractors, including one that will be doing the Camelback Road widening project for the City of Goodyear that will need fill dirt. Another contractor provided a cost per load at \$250,000. Agua Fria has a contractual obligation to a third party to provide a certain amount of dirt to them, so Mr. Estes will need to be part of the conversation for the removal of the remainder.

The City Manager was directed to call a special meeting if the dirt is not removed in the next few weeks.

MOVE TO APPROVE CONSTRUCTION SERVICES WITH WALTZ CONSTRUCTION OFF A COOPERATIVE CONTRACT IN THE AMOUNT NOT TO EXCEED \$180,370 TO COMPLETE COTTAGE #2 AND COTTAGE #3 EXTERIOR RESTORATION AS PART OF HILLTOP PHASE 1 IMPROVEMENTS WITHIN LA LOMA PARK AND A

MOVER Council Member Clair, **SECONDER** Vice Mayor Faith

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

6 - 0 - 1 Passed

III. Business

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

ADOPTED

Ms. Peterson explained the details of the resolution in regard to setting the tax levy for SLIDS 1, 2, and 3.

There were no questions from Council.

MOVE TO ADOPT RESOLUTION 26-613 SETTING THE TAX LEVY FOR SLIDS 1, 2, AND 3

MOVER Vice Mayor Faith, **SECONDER** Council Member Clair

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

6 - 0 - 1 Passed

IV. Executive Session

This item was not held.

V. Adjournment

Mayor Schoaf adjourned the special meeting at 11:20 AM.

APPROVED:

Thomas L. Schoaf, 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 special meeting of the City Council of the City of Litchfield Park held on Thursday, July 9, 2026. I further certify that the meeting was duly called and held and that a quorum was present.

Terri Roth, MMC, City Clerk

Monday, July 27, 2026

Special Meeting

I. Call to Order

The meeting was held in the City Hall conference room and Zoom. It was called to order by Mayor Schoaf at 10:00 AM. A video recording of the meeting can be viewed [here](#).

Present: Mayor Thomas L. Schoaf, Vice Mayor Paul Faith, Council Member Suzanne Allen, Council Member Lisa Brainard Watson, Council Member Ron Clair, Council Member Andrew Fraser (left at 10:56 AM)

Absent: 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.

II. Consent Agenda

A. Hilltop Tree Removal

APPROVED

Vice Mayor Faith removed this item from consent for discussion.

Vice Mayor Faith inquired into the specific cost of removing trees at the Hilltop. Mr. Williams clarified that removing 71 trees at the Hilltop would cost \$50,000. Mr. Williams explained that additional trees will have to be removed in the future.

He also questioned whether there would be additional costs for tree stump removal. Mr. Williams and Mr. Drunasky explained that stump removal would not be necessary.

Additionally, Vice Mayor Faith asked for clarification in regard to 9,000 cubic yards of dirt removal and whether it was the responsibility of Agua Fria or the city. Mr. Williams clarified that the dirt removal was the responsibility of the city.

MOVE TO APPROVE THE RATIFICATION OF THE APPROVAL TO REMOVE 71 TREES FROM THE LA LOMA HILLTOP BY BRIGHT VIEW FOR A COST OF \$50,000

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

6 - 0 - 1 Passed

B. IGA Amendment with Maricopa County for Traffic Signals**APPROVED**

Council Member Clair removed the item from consent for discussion.

Council Member Clair questioned costs regarding traffic signal operation. Mr. Drunasky clarified that costs of maintenance would require a \$25,000 budget.

MOVE TO APPROVE THE THIRD AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT BETWEEN MARICOPA COUNTY AND THE CITY OF LITCHFIELD PARK FOR OPERATING AND MAINTAINING TRAFFIC SIGNALS WITHIN THE CITY LIMITS, AUTHORIZE THE CITY MANAGER TO SIGN SUBSEQUENT LETTERS OF AUTHORIZATION AND AUTHORIZE THE MAYOR TO SIGN ALL REQUIRED DOCUMENTS.

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

6 - 0 - 1 Passed

III. Business**A. Litchfield Road Roundabout Landscape & Irrigation****APPROVED**

Mr. Drunasky gave a verbal presentation about landscaping and irrigation specifics for this project.

Council Member Clair asked about the budget estimations. Mr. Drunasky clarified that a variety of cost estimations make it difficult to determine final budgets.

Vice Mayor Faith questioned the possibility of filing a claim with the contracting firm for damages. Mr. Estes said that the firm can be put on notice if he is given specifics. Mr. Williams detailed how the project required a great volume of work in a short period of time.

Vice Mayor Faith questioned the amount requested for the project. Mr. Williams clarified the specific costs of items.

Mayor Schoaf sought clarification about cost and item comparisons between the Litchfield Road Roundabout and other roundabout projects. Mr. Drunasky explained the changes in prices and similarities in materials. Mayor Schoaf expressed the need to table approval for further evaluation.

MOVE TO TABLE A CONTRACT AMENDMENT TO THE EXISTING COOPERATIVE PURCHASING CONTRACT FOR CONSTRUCTION SERVICES WITH NESBITT CONTRACTING IN THE AMOUNT NOT TO EXCEED \$191,000 FOR ADDITIONAL CONSTRUCTION SCOPE ITEMS FOR LANDSCAPING AND IRRIGATION IMPROVEMENTS FOR THE LITCHFIELD ROAD/BRINTON AVENUE PROJECT AND AUTHORIZE THE MAYOR TO EXECUTE THE REQUIRED DOCUMENTS

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

6 - 0 - 1 Passed

B. Pavement Treatments and Striping**APPROVED**

Mr. Drunasky provided a presentation regarding the various road construction projects.

Mr. Williams explained the necessity and details of the road projects. Mr. Drunasky also explained outreach efforts including flyers, social media posts, hiring a public outreach firm, and more.

Mayor Schoaf expressed concerns with the appearance of certain road projects. Council Member Clair also reflected on potential improvements with the communication process and approach to road projects. Mr. Williams agreed that communications and project coordination can be improved.

MOVE TO APPROVE A CONTRACT AMENDMENT TO THE COOPERATIVE PURCHASE CONTRACT WITH ROADRUNNER PAVING & ASPHALT IN AN AMOUNT NOT TO EXCEED \$210,000 TO COMPLETE PAVEMENT TREATMENTS ON PALM STREET AND CASCADA ROAD AND INSTALL STRIPING ON DOWNTOWN STREETS AND AUTHORIZE THE MAYOR TO EXECUTE THE REQUIRED CONTRACT DOCUMENTS

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

5 - 0 - 2 Passed

C. Approval of Agreement with Exponent**APPROVED**

Mr. Williams explained the details of the settlement with Exponent, addressing concerns from Council.

Vice Mayor Faith asked for details about confidentiality clauses with the public contract. Mr. Estes confirmed that the contract was drafted correctly.

MOVE TO APPROVE AN AGREEMENT WITH EXPONENT FOR \$33,479.28

MOVER Vice Mayor Faith, **SECONDER** Council Member Clair

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

5 - 0 - 2 Passed

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.

- B. An Executive Session pursuant to A.R.S. § 38-431.03(A)(3) for discussion or consultation for legal advice with the City Attorney regarding Exponent and the Traffic Study for Camelback Road.**

This item was not held.

V. Adjournment

Mayor Schoaf adjourned the meeting at 11:27 AM.

APPROVED:

Thomas L. Schoaf, 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 special meeting of the City Council of the City of Litchfield Park held on Monday, July 27, 2026. I further certify that the meeting was duly called and held and that a quorum was present.

Terri Roth, MMC, City Clerk

Thursday, July 30, 2026

Special Meeting

I. Call to Order

The meeting was held in the City Hall Conference Room and called to order by Mayor Schoaf at 10:01 AM. A video recording of the meeting can be viewed [here](#).

Present: Mayor Schoaf, Vice Mayor Faith, Council Member Clair, Council Member Fraser

Absent: Council Member Allen, Council Member Brainard Watson, Council Member 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; Joseph Nickens, Intern.

II. Business

A. Adoption of Resolution 26-614 Canvass of Vote

ADOPTED

Ms. Roth stated the information was in their packet and welcomed any questions. There were none.

MOVE TO ADOPT RESOLUTION 26-614 CANVAS OF VOTE

MOVER Vice Mayor Faith, **SECONDER** Council Member Clair

AYE: Mayor Schoaf, Vice Mayor Faith, Council Member Clair, Council Member Fraser

4 - 0 - 3 Passed

B. Litchfield Road Roundabout Landscape & Irrigation

APPROVED

Mr. Drunasky provided an update on the cost reduction and answered questions from Council.

Council Member Clair asked if an analysis was done related to cost comparisons between the Litchfield Road Roundabout and the Litchfield Square Roundabout for landscaping and irrigation. Mr. Drunasky and Mayor Schoaf confirmed that one was done.

MOVE TO APPROVE A CONTRACT AMENDMENT TO THE EXISTING COOPERATIVE PURCHASING CONTRACT FOR CONSTRUCTION SERVICES WITH NESBITT CONTRACTING IN THE AMOUNT NOT TO EXCEED \$159,000 FOR ADDITIONAL CONSTRUCTION SCOPE ITEMS FOR LANDSCAPING AND IRRIGATION IMPROVEMENTS FOR THE LITCHFIELD ROAD/BRINTON AVENUE PROJECT AND AUTHORIZE THE MAYOR TO EXECUTE THE REQUIRED DOCUMENTS

MOVER Council Member Clair, **SECONDER** Vice Mayor Faith

AYE: Mayor Schoaf, Vice Mayor Faith, Council Member Clair, Council Member Fraser

4 - 0 - 3 Passed

III. 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.

IV. Adjournment

Major Schoaf adjourned the special meeting at 10:05 AM.

APPROVED:

Thomas L. Schoaf, Mayor
\tr

CERTIFICATION

I, Terri Roth, MMC, City Clerk. hereby certify that the foregoing minutes are a true and correct copy of the minutes of the special meeting of the City Council of the City of Litchfield Park held on Thursday, July 30, 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 VIII.B
Old Litchfield Road Street Closure**

To: Mayor Thomas L. Schoaf and Members of the City Council
From: Matthew Williams, City Manager
Meeting Date: 8/12/2026
Presenter: Matthew Williams, City Manager

RECOMMENDED MOTION:

MOVE TO APPROVE TEMPORARY STREET CLOSURE OF OLD LITCHFIELD ROAD FOR SEPTEMBER 3, 2026.

BACKGROUND/DISCUSSION:

The Rotary National Convention will be held at the Wigwam from August 31-September 5, 2026. Rotary has requested a temporary street closure of Old Litchfield Road from Wigwam Blvd to Honeysuckle on the southbound and northbound sides. This closure would allow for a Rotary block party event in this area. Peter Mahoney was consulted with (by Rotary) and agreed to this closure as it would affect his restaurants.

The requested closure would be on September 3, 2026 from 5:30pm-10:00pm.

STAFF RECOMMENDATION:

Staff recommends approval.

FINANCIAL IMPACT:

There is no financial impact.

ATTACHMENTS:

To: Mayor Thomas L. Schoaf and Members of the City Council
From: Tricia Kramer, Director of Community and Recreation Services
Through: Matthew Williams, City Manager
Meeting Date: 8/12/2026
Presenter: Tricia Kramer, Community & Recreation Services Director

RECOMMENDED MOTION:

MOVE TO APPROVE THE RECREATIONAL FACILITY USE AGREEMENT BETWEEN THE CITY OF LITCHFIELD PARK AND THE ODYSSEY PREPARATORY ACADEMY FOR THE 2026 HIGH SCHOOL SWIM SEASON

BACKGROUND/DISCUSSION:

The Recreation Center Pool will close to the public on September 7, 2026, when the summer swim season ends. After it closes to the public, The Odyssey Preparatory Academy's high school swim team would like to use the pool to hold practices and home meets for its 2026 swim season. The swim team will be using the Recreation Center Pool for evening practices for one and a half hours per day, beginning September 8, 2026, and ending on November 5, 2026. The cost assessed to the school will be \$1,500 per month or \$3,000 for the requested time period. Swim meets will be charged at an additional rate of \$450 per meet. The Odyssey Preparatory Academy will also reimburse the City for its share of the cost of gas for heating the pool during this timeframe, if needed.

The Odyssey Preparatory Academy is agreeable to the terms of the facility use agreement pending approval by City Council. The Odyssey Preparatory Academy will also provide the City with proof of adequate general liability insurance naming the City as an additional insured. The school has been contracting with the City for swim team pool use since 2016 and, to date, there have been no problems.

STAFF RECOMMENDATION:

Staff recommends approval.

FINANCIAL IMPACT:

There is no financial impact.

ATTACHMENTS:

1. 2026 Recreational Facility Use Agreement - The Odyssey Preparatory Academy

**RECREATIONAL FACILITY USE AGREEMENT
BETWEEN
THE CITY OF LITCHFIELD PARK
AND
THE ODYSSEY PREPARATORY ACADEMY**

This Recreational Facility Use Agreement (this “Agreement”) is entered into this 12th day of August, 2026, by and between the City of Litchfield Park, an Arizona municipal corporation (“City”) and The Odyssey Preparatory Academy, an Arizona nonprofit corporation (“User”). The City and User are the only parties to this Agreement, and they may hereinafter be referred to individually as a “Party” or collectively as the “Parties.”

RECITALS

- A. User is an Arizona nonprofit corporation in need of a recreational facility to serve as the home pool for its high school swim team’s practices and meets.
- B. The City owns and operates a recreational facility that is available for such use.

AGREEMENT

NOW, THEREFORE, in consideration of the forgoing introduction and recitals, which are incorporated herein by this reference, the following mutual covenants between the parties, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and User hereby agree as follows:

- 1. **AGREEMENT FOR USE:** User is authorized to use the Litchfield Park Recreation Center swimming pool, shower, and bathroom facilities (“Facility”) under the terms and conditions set forth in this Agreement.
- 2. **PERMITTED USES:** The Facility may be used for swim practices and swim meets conducted by User for students in the swimming programs of User.
 - A. User shall be responsible for all acts and omissions of employees and students participating in User’s swim program. Anytime User is using the Facility, it shall have at least one volunteer or staff member present who is certified in Lifeguarding and CPR, certified in AED and First-Aid training by the American Red Cross, or certified as a Star Guard.
 - B. City shall provide lifeguard coverage during swim practices and swim meets. City will also provide a public address system, if requested, for approved swim meets.

- C. Prior to any meet, User shall ensure that participating swim team entities provide written release, waiver of liability, and indemnity agreements in the form attached to this Agreement as Exhibit A, to protect the City, its officers, agents, and employees from and against any and all loss, injury, death, damage, theft or any other claim whatsoever arising out of the use of the Facility by the User or User's employees, Users, agents, guests or invitees for swim meets.
- 3. CONDITIONS OF USE: User shall comply with the conditions of use set forth in this Paragraph 3 and with all applicable laws and regulations of the Facility and shall not create a nuisance to City or others in connection with use of the Facility. User's use of the Facility shall comply with the following conditions:
 - A. No glass containers in the Facility.
 - B. No alcohol possession or use at the Facility.
 - C. No smoking within 20 feet of the Facility.
 - D. Placement and removal of pool tarps before and after use of the Facility by User shall be supervised by the Litchfield Park Aquatics staff. User's student athletes shall assist as needed by the Aquatics staff.
 - E. User shall be responsible for the removal of all personal items and cleanup of the pool area in the Facility and the Recreation Center following its use each day. The cleanup shall include but is not limited to the following: Dispose of all trash into the proper receptacles, return all deck furniture to original positions, and return any swim equipment used.
- 4. TERM; DATES AND TIMES OF USE: This Agreement shall commence on September 8, 2026, and shall terminate on November 5, 2026, unless terminated sooner as set forth in this Agreement. During the term of the Agreement, User may use the Facility weekdays from Monday through Thursday from 4:30 p.m. to 6:00 p.m., unless otherwise agreed to by the City Manager or his designee. User shall not use the Facility on weekends or on City holidays.
- 5. FEES: User shall pay the following fees to the City:
 - A. \$1,500 per month, payable on the first day of each month during the term of this Agreement.

- B. User shall reimburse the City 100% of the cost of gas for heating the Facility during the term of this Agreement. If Facility use is shared with another swim team, then reimbursement shall be reduced to 50% of the cost of gas. User shall pay the invoice for the cost of gas within 15 business days after receiving the invoice from the City. The pool heater shall be turned on at the request of any swim team using the Facility during the term of this Agreement and will be turned off on the last day of the scheduled swim practices, but in no event later than November 5, 2026.
 - C. Swim meets shall be at the rate of \$450 per meet (in addition to the monthly \$1,500 fee) and will be paid with the applicable monthly invoice.
- 6. **INSURANCE:** During the term hereof, User shall keep, in full force and effect, a policy of public liability insurance satisfactory to the City in the amount of not less than One Million Dollars (\$1,000,000.00) per occurrence and Three Million Dollars (\$3,000,000.00) in the general aggregate. Upon commencement of this Agreement, a certificate of insurance shall be provided to City naming City as an additional insured and shall contain a clause that the insurance company will not cancel or materially change the insurance without giving City 30 days prior written notice and a waiver of subrogation against City. The policy shall contain an endorsement that the policy is primary and noncontributory and contain a waiver of subrogation. User's failure to maintain such insurance policy shall be grounds for City's immediate termination of this Agreement. By requiring insurance herein, the City does not represent that coverage and limits will be adequate to protect User. Failure to demand evidence of compliance with the insurance requirements set forth in this Agreement or failure to identify any insurance deficiency shall not relieve User from, nor be construed or deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this Agreement.
- 7. **NON-COMPLIANCE; TERMINATION:** If either Party fails to perform any obligation pursuant to this Agreement and such party fails to cure its nonperformance within 30 days after notice of nonperformance is given by the non-defaulting Party, such Party will be in default. In the event of such default, the non-defaulting Party may terminate this Agreement immediately for cause and will have all remedies that are available to it at law or in equity including, without limitation, the remedy of specific performance. Upon termination, User shall be entitled to a pro rata refund of any advance fees paid under the terms of this Agreement.
- 8. **CONFLICT OF INTEREST:** This Agreement is subject to termination or cancellation pursuant to ARIZ. REV. STAT. § 38-511.

9. **INDEMNIFICATION:** To the fullest extent permitted by law, User shall indemnify, defend and hold harmless the City and each council member, officer, employee, or agent thereof (the City and any such person being herein called an “Indemnified Party”), for, from, and against any and all losses, claims, damages, liabilities, costs, and expenses (including, but not limited to, reasonable attorneys’ fees, court costs, and the costs of appellate proceedings) to which any such Indemnified Party may become subject, under any theory of liability whatsoever (“Claims”), insofar as such Claims (or actions in respect thereof) relate to, arise out of, or are caused by or based upon the Facility, any condition of the Facility, any event taking place at the Facility, or the use of or presence at the Facility by the User or its members, agents, students, coaches, volunteers, employees, contractors, guests, or invitees.
10. **RELATIONSHIP OF THE PARTIES:** Each Party will carry out its duties and obligations under this contract in its individual capacity and not as an agent, employee, partner, joint venturer, or associate of the other Party. An employee or agent of one Party shall not be deemed or construed to be the employee or agent of the other Party for any purpose whatsoever. Neither Party has the authority to supervise or control the work of the other Party, its employees, its students, or its agents or contractors.
11. **ASSIGNMENT PROHIBITED:** No right or interest in this Agreement shall be assigned by a Party to this Agreement without prior, written permission of the other Party. For purposes of this Paragraph 10, only the City Manager or his designee may provide written permission on behalf of the City.
12. **NO DISCRIMINATION:** Neither Party nor its employees or agents will discriminate on the basis of race, religion, handicap, gender or national origin in providing the Services.
13. **IMMIGRATION LAW COMPLIANCE WARRANTY:** To the extent applicable under ARIZ. REV. STAT. § 41-4401, the Parties and their respective subcontractors warrant compliance with all federal immigration laws and regulations that relate to their employees and compliance with the E-verify requirements under ARIZ. REV. STAT. § 23-214(A). The Parties’ or a subcontractor’s breach of the above-mentioned warranty shall be deemed a material breach of the Agreement and may result in the termination of the Agreement by either Party under the terms of this Agreement. The Parties each retain the legal right to randomly inspect the papers and records of the other Party and the other Party’s subcontractors who work under this Agreement to ensure that the other Party and its subcontractors are complying with the above-mentioned warranty. The Parties warrant to keep their respective papers and records open for random inspection during normal business hours by the other Party.

14. NOTICES: All notices required under this Agreement shall be in writing and shall be deemed to have been duly given if sent by first class mail or personal delivery to:

City: City Manager
City of Litchfield Park
214 W. Wigwam Blvd.
Litchfield Park, Arizona 85340

User: MaryLu Lopez, Athletic Director
The Odyssey Preparatory Academy
1495 S. Verrado Way
Buckeye, Arizona 85326

15. ATTORNEY'S FEES: In the event suit is brought by either Party to this Agreement to enforce the terms of this Agreement or to collect any moneys due hereunder, or to collect money damages for breach hereof, the prevailing party shall be entitled to recover from the other party, reasonable attorney's fees, and reasonable cost and expenses determined by a court sitting with a jury.
16. GOVERNING LAW; VENUE: This Agreement shall be governed by and construed or enforced in accordance with the laws of the State of Arizona and suit pertaining to this Agreement may only be brought in courts in Maricopa County, Arizona.
17. SOLE AGREEMENT: This Agreement represents the entire agreement of the Parties with respect to its subject matter, and all previous agreements, whether oral or written, entered into prior to this Agreement are hereby revoked and superseded by this Agreement.
18. ISRAEL: To the extent ARIZ. REV. STAT. § 35-393 through § 35-393.03 are applicable, the Parties hereby certify that they are not currently engaged in, and agree for the duration of this Agreement to not engage in, a "boycott" of goods or services from Israel, as that term is defined in ARIZ. REV. STAT. § 35-393.
19. NON-EXCLUSIVE CONTRACT: This Agreement is entered into with the understanding and agreement that it is for the sole convenience of the City. The City reserves the right to enter similar agreements with other parties at its own discretion.
20. FORCED LABOR OF ETHNIC UYGHURS: To the extent applicable under ARIZ. REV. STAT. § 35-394, User warrants and certifies that it does not currently, and agrees for the duration of this Agreement that it will not use the forced labor, any goods or services produced by the forced labor, or any contractors, subcontractors, or

suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China. If User becomes aware that it is not in compliance with this paragraph, User shall notify City of the noncompliance within five business days of becoming aware of it. If User fails to provide a written certification that the User has remedied the noncompliance within 180 days after that, this Agreement shall terminate unless the termination date of this Agreement occurs before the end of the remedy, in which case this Agreement terminates on the termination date.

21. PROVISIONS REQUIRED BY LAW: Each and every provision of law and any clause required by law to be in this Agreement will be read and enforced as though it were included herein and, if through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon the application of either party, this Agreement will promptly be physically amended to make such insertion or correction.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed on the day and year first herein written.

USER

By: _____
(signature)

Name: _____
(print)

Title: _____
(print)

CITY OF LITCHFIELD PARK

By: _____
Thomas L. Schoaf, Mayor

ATTEST:

Terri Roth, MMC, City Clerk

APPROVED AS TO FORM:

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

EXHIBIT A
FORM OF WAIVER AND RELEASE

RELEASE, WAIVER OF LIABILITY, AND INDEMNITY AGREEMENT

In consideration of permission to use the Litchfield Park Recreation Center, including the swimming pool, shower, and bathroom facilities (collectively, the “Facilities”), the undersigned does hereby acknowledge and affirm as follows:

Release and Waiver of Liability. The undersigned, on behalf of the organization named below and on behalf of all members, agents, students, coaches, volunteers, employees, contractors, guests, or invitees thereof, hereby releases, waives, and discharges the City and its council members, officers, employees, and agents from all liability to the foregoing persons and any personal representatives, assigns, heirs, and/or successors of the foregoing persons, whether caused by negligence, active or passive, of the City, or otherwise, while the foregoing are in, upon, or about the Facilities or participating in any City program or event at the Facilities.

Indemnity. To the fullest extent permitted by law, User shall indemnify, defend and hold harmless the City and each council member, officer, employee, or agent thereof (the City and any such person being herein called an “Indemnified Party”), for, from, and against any and all losses, claims, damages, liabilities, costs, and expenses (including, but not limited to, reasonable attorneys’ fees, court costs, and the costs of appellate proceedings) to which any such Indemnified Party may become subject, under any theory of liability whatsoever (“Claims”), insofar as such Claims (or actions in respect thereof) relate to, arise out of, or are caused by or based upon the Facility, any condition of the Facility, any event taking place at the Facility, or the use of or presence at the Facility by or of the User or its members, agents, students, coaches, volunteers, employees, contractors, guests, or invitees.

Severability: The undersigned further expressly agrees that the foregoing Release, Waiver of Liability, and Indemnity Agreement is intended to be as broad and inclusive as is permitted by the law of the State of Arizona and that if any portion of the agreement is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

The undersigned has read the foregoing Release, Waiver of Liability, and Indemnity Agreement and requests use of the Facilities. By signing below, the undersigned agrees to each and every term of the Release, Waiver of Liability, and Indemnity Agreement.

[Insert School or Organization Name]

Signature _____

Printed Name: _____

Date: _____



CITY COUNCIL COMMUNICATION

Consent Agenda Item VIII.D
Tennis Instructor Contract with
Amanda Schell

To: Mayor Thomas L. Schoaf and Members of the City Council
From: Tricia Kramer, Director of Community and Recreation Services
Through: Matthew Williams, City Manager
Meeting Date: 8/12/2026
Presenter: Tricia Kramer, Community & Recreation Services Director

RECOMMENDED MOTION:

MOVE TO APPROVE THE INDEPENDENT CONTRACTOR AGREEMENT WITH TENNIS PRO AMANDA SCHELL

BACKGROUND/DISCUSSION:

The City of Litchfield Park has been contracting with tennis professional Amanda Schell for her tennis instructor services since 2011. The current three-year contract with Ms. Schell end on September 19, 2026. Staff would like to enter into a new three-year renewable contract with Ms. Schell and have her continue teaching tennis lessons for the City. Ms. Schell's tennis lessons are offered year-round (excluding July) at the Litchfield Park Recreation Center. She teaches tennis for three different age levels: 4-7, 8-11 and 12-17. Her tennis classes are consistently full, with a waiting list in most cases.

Ms. Schell always works with our Recreation Center Staff to make sure the courts are well-maintained, that lesson schedules are planned properly, and that her students have the appropriate tennis equipment and footwear. Ms. Schell carries the proper insurance coverage, background checks through DPS, and has the highest level of professional certification through Modern Tennis Methodology Coaches Association (MTMCA). MTMCA is a nationally recognized tennis teaching program for tennis coaches.

This contract will continue the current payment arrangement with Ms. Schell whereby she receives 80% of the net revenue generated from each month's group lessons. Ms. Schell is also allowed to teach private tennis lessons under the agreement. She schedules her private lessons through the Recreation Center office to confirm court availability. Fees are determined by her as the contractor. In turn, she pays the City 15% of each private lesson fee that she collects.

STAFF RECOMMENDATION:

Staff recommends approval.

FINANCIAL IMPACT:

There is no financial impact.

ATTACHMENTS:

1. 2026 Tennis Instructor Contract - Amanda Schell

**INDEPENDENT CONTRACTOR AGREEMENT
BETWEEN
THE CITY OF LITCHFIELD PARK
AND
TENNIS PROFESSIONAL AMANDA SCHELL**

This Independent Contractor Agreement (this “Agreement”) is entered into this 12th day of August 2026, by and between the City of Litchfield Park, an Arizona municipal corporation (“City”) and Amanda Schell, an Arizona sole proprietor (“Contractor”). The City and Contractor are the only parties to this Agreement, and they may hereinafter be referred to individually as a “Party” or collectively as the “Parties.”

RECITALS

A. The City has determined that its tennis program can best be provided by selecting and hiring a tennis professional as an independent contractor to instruct tennis lessons offered at the Litchfield Park Recreation Center.

B. The City and Contractor desire to enter into a written agreement setting forth the Parties’ duties and obligations to one another.

AGREEMENT

NOW, THEREFORE, in consideration of the forgoing introduction and recitals, which are incorporated herein by this reference, the following mutual covenants between the parties, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and Contractor hereby agree as follows:

1. SCOPE OF WORK: Contractor shall provide services meeting the criteria set forth in the Scope of Work, attached hereto as Exhibit A and incorporated herein by this reference (the “Services”).
2. TERM: This Agreement shall be effective as of August 12, 2026 (“Effective Date”) and shall remain in full force and effect for a term of one (1) year (“Initial Term”) and shall automatically renew for two (2) additional one (1) year terms (each a “Renewal Term”) upon the one (1) year anniversary date of the Effective Date and each successive yearly anniversary date thereafter. By allowing this Agreement to renew for any Renewal Term, Contractor shall be deemed to affirmatively assert that (A) the City is not currently in default, nor has it been in default at any time prior to the Renewal Term, under any of the terms or conditions of this agreement, and (B) any and all claims, known and unknown, relating to the Agreement and existing on or before the commencement date of the Renewal Term are forever waived. This Agreement shall terminate, without the need for

any further action by the Parties on August 12, 2029, unless terminated sooner as set forth in this Agreement.

3. **COMPENSATION:** City shall pay Contractor an amount equal to eighty (80) percent of the net revenue from the registration fees collected for group tennis lessons provided by Contractor. Contractor shall be paid monthly at the conclusion of each month's tennis lessons. Monthly net revenue reports shall be generated by City Staff and provided to Contractor to confirm the net revenue. Contractor shall then provide an invoice to the City for payment.
4. **PRIVATE TENNIS LESSONS:** Contractor may arrange to teach private tennis lessons when tennis courts are available. Private tennis lessons must be scheduled through the Litchfield Park Recreation Center office. Fees for private tennis lessons are determined by and paid directly to Contractor. Contractor agrees to pay the City an amount equal to fifteen (15) percent of the fees collected for private lessons. Contractor shall make these payments at the conclusion of each week to the Litchfield Park Recreation Center office. Monthly net revenue reports shall be generated by Contractor and provided to City Staff along with each such payment, to confirm the fees collected.
5. **TENNIS TOURNAMENTS:** Contractor may arrange to hold tennis tournaments for tennis students at the Litchfield Park Recreation Center. Tennis tournaments must be scheduled in advance through the Community and Recreation Services Director or her designee. Contractor agrees to pay the City an hourly rate of \$10.00 per court to rent the tennis courts for her tournaments. Payment shall be made in full prior to the start of each tournament.
6. **INSURANCE:** During the term hereof, Contractor shall keep, in full force and effect, a policy of general liability insurance satisfactory to the City in the amount of not less than One Million Dollars (\$1,000,000.00) per occurrence and Three Million Dollars (\$3,000,000.00) in the general aggregate. Upon commencement of this Agreement, a certificate of insurance shall be provided to City naming City as an additional insured and shall contain a clause that the insurance company will not cancel or materially change the insurance without giving City 30 days prior written notice and a waiver of subrogation against City. The policy shall contain an endorsement that the policy is primary and noncontributory and contain a waiver of subrogation. Contractor's failure to maintain such insurance policy shall be grounds for City's immediate termination of this Agreement. By requiring insurance herein, the City does not represent that coverage and limits will be adequate to protect Contractor. Failure to demand evidence of compliance with the insurance requirements set forth in this Agreement or failure to identify any insurance deficiency shall not relieve Contractor from, nor be construed or

deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this Agreement.

7. **INSPECTION; RECORDKEEPING:** Contractor shall keep an accurate record of the Services provided under this Agreement. Within ten (10) business days of receipt of a written request from City, Contractor agrees to open for inspection and to make available all financial records relating to the performance of the Services.
8. **NON-COMPLIANCE; TERMINATION:** If either Party fails to perform any obligation pursuant to this Agreement and such party fails to cure its nonperformance within 30 days after notice of nonperformance is given by the non-defaulting Party, such Party will be in default. In the event of such default, the non-defaulting Party may terminate this Agreement immediately for cause and will have all remedies that are available to it at law or in equity including, without limitation, the remedy of specific performance. Upon termination, Contractor shall be entitled to a pro rata refund of any advance fees paid under the terms of this Agreement.
9. **CONFLICT OF INTEREST:** This Agreement is subject to termination or cancelation pursuant to ARIZ. REV. STAT. § 38-511.
10. **INDEMNIFICATION:** To the fullest extent permitted by law, Contractor shall indemnify, defend and hold harmless the City and each council member, officer, employee, or agent thereof (the City and any such person being herein called an "Indemnified Party"), for, from, and against any and all losses, claims, damages, liabilities, costs, and expenses (including, but not limited to, reasonable attorneys' fees, court costs, and the costs of appellate proceedings) to which any such Indemnified Party may become subject, under any theory of liability whatsoever ("Claims"), insofar as such Claims (or actions in respect thereof) relate to, arise out of, or are caused by or based upon the negligent acts, intentional misconduct, errors, mistakes, or omissions, in connection with the work or services of Contractor, its officers, employees, agents, or any tier of subcontractor in the performance of this Agreement.
11. **INDEPENDENT CONTRACTOR:** Contractor agrees it is an independent contractor and not an agent or employee of the City, for all purposes including the Federal Insurance Contributions Act, the Income Tax Act, the Arizona Workman's Compensation Act, the Arizona Economic Security Act, and any and all other applicable federal or state statutes, rules, or regulations. Contractor shall supervise and direct the performance of this Agreement, using its best skill and attention. The Contractor shall retain sole and absolute discretion and judgement in the manner and means of carrying out the Contractor's activities and responsibilities hereunder. The City does not have the authority to supervise or

control the actual work of Contractor, its employees (if any), or its subcontractors (if any). Contractor, and not the City, shall determine the time of its performance of the services provided under this Agreement so long as Contractor meets the requirements of Sections 1 through 6. The Contractor is neither prohibited from entering into other contracts nor prohibited from practicing its profession elsewhere. The City and Contractor do not intend to nor will they combine business operations under this Agreement.

12. **ASSIGNMENT PROHIBITED:** No right or interest in this Agreement shall be assigned by a Party to this Agreement without prior, written permission of the other Party. For purposes of this Paragraph 12, only the City Manager or his designee may provide written permission on behalf of the City.
13. **NO DISCRIMINATION:** Neither Party nor its employees or agents will discriminate on the basis of race, religion, handicap, gender or national origin in providing the Services.
14. **IMMIGRATION LAW COMPLIANCE WARRANTY:** To the extent applicable under ARIZ. REV. STAT. § 41-4401, the Parties and their respective subcontractors warrant compliance with all federal immigration laws and regulations that relate to their employees and compliance with the E-verify requirements under ARIZ. REV. STAT. § 23-214(A). The Parties' or a subcontractor's breach of the above-mentioned warranty shall be deemed a material breach of the Agreement and may result in the termination of the Agreement by either Party under the terms of this Agreement. The Parties each retain the legal right to randomly inspect the papers and records of the other Party and the other Party's subcontractors who work under this Agreement to ensure that the other Party and its subcontractors are complying with the above-mentioned warranty. The Parties warrant to keep their respective papers and records open for random inspection during normal business hours by the other Party.
15. **NOTICES:** All notices required under this Agreement shall be in writing and shall be deemed to have been duly given if sent by first class mail or personal delivery to:

City: City Manager
City of Litchfield Park
214 W. Wigwam Blvd.
Litchfield Park, Arizona 85340

Contractor: Amanda Schell
Certified Tennis Instructor
10425 W. Roanoke Ave.

Avondale, Arizona 85392

16. **ATTORNEY'S FEES:** In the event suit is brought by either Party to this Agreement to enforce the terms of this Agreement or to collect any moneys due hereunder, or to collect money damages for breach hereof, the prevailing party shall be entitled to recover from the other party, reasonable attorney's fees, and reasonable cost and expenses determined by a court sitting with a jury.
17. **GOVERNING LAW; VENUE:** This Agreement shall be governed by and construed or enforced in accordance with the laws of the State of Arizona and suit pertaining to this Agreement may only be brought in courts in Maricopa County, Arizona.
18. **SOLE AGREEMENT:** This Agreement represents the entire agreement of the Parties with respect to its subject matter, and all previous agreements, whether oral or written, entered into prior to this Agreement are hereby revoked and superseded by this Agreement.
19. **ISRAEL:** To the extent ARIZ. REV. STAT. § 35-393 through § 35-393.03 are applicable, the Parties hereby certify that they are not currently engaged in, and agree for the duration of this Agreement to not engage in, a "boycott" of goods or services from Israel, as that term is defined in ARIZ. REV. STAT. § 35-393.
20. **NON-EXCLUSIVE CONTRACT:** This Agreement is entered into with the understanding and agreement that it is for the sole convenience of the City. The City reserves the right to enter similar agreements with other parties at its own discretion.
21. **FORCED LABOR OF ETHNIC UYGHURS:** To the extent applicable under ARIZ. REV. STAT. § 35-394, Contractor warrants and certifies that it does not currently, and agrees for the duration of this Agreement that it will not use the forced labor, any goods or services produced by the forced labor, or any contractors, subcontractors, or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China. If Contractor becomes aware that it is not in compliance with this paragraph, Contractor shall notify City of the noncompliance within five business days of becoming aware of it. If Contractor fails to provide a written certification that the Contractor has remedied the noncompliance within 180 days after that, this Agreement shall terminate unless the termination date of this Agreement occurs before the end of the remedy, in which case this Agreement terminates on the termination date.
22. **PROVISIONS REQUIRED BY LAW:** Each and every provision of law and any clause required by law to be in this Agreement will be read and enforced as though it were included herein and, if through mistake or otherwise any such provision is

not inserted, or is not correctly inserted, then upon the application of either party, this Agreement will promptly be physically amended to make such insertion or correction.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed on the day and year first herein written.

CONTRACTOR

CITY OF LITCHFIELD PARK

By _____
(signature)

By _____
Thomas L. Schoaf, Mayor

Name _____
(print)

ATTEST:

Terri Roth, City Clerk

Title _____
(print)

APPROVED AS TO FORM:

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

**EXHIBIT A
TO
INDEPENDENT CONTRACTOR AGREEMENT
BETWEEN
THE CITY OF LITCHFIELD PARK
AND
TENNIS PROFESSIONAL AMANDA SCHELL**

[SCOPE OF WORK]

The Contractor agrees to the following services and duties as the City of Litchfield Park's Tennis Instructor:

1. Provide instruction in the fundamentals of tennis to players of various ages and skill levels.
2. Before the start of each lesson, inspect the tennis courts and equipment to make sure they are in a safe and usable condition. If Contractor becomes aware of any dangerous condition, Contractor shall immediately notify the City or immediately correct the dangerous condition or cease operations so as not to endanger persons or property in the vicinity of the tennis courts or equipment.
3. Supervise all tennis lessons and tournaments and oversee the safety of participants while acknowledging the overriding right of City to expel from municipal property any person conducting themselves in violation of City facility rules, regulations, or ordinances.
4. Maintain attendance logs for each group lesson and promptly communicate any absences, accidents, injuries, conflicts or concerns about tennis program participants to the Community and Recreation Services Director or her designee.
5. Provide assistance, expertise and technical advice about the sport of tennis to the Recreation Center Staff when needed.
6. Maintain a valid Modern Tennis Methodology (MTM) coaching certification; keep a copy on file with the City.
7. Submit written proof annually of successful background screenings for Contractor and any employee, subcontractor, or volunteer personnel working on Contractor's behalf. Background screenings must include, but are not limited to, checks for criminal history and sex offenses.

8. Perform all tasks reasonably necessary to accomplish the work and objectives provided for under this Agreement.
9. Contractor shall not employ, subcontract, or otherwise outsource, the performance of services provided under this Agreement without the prior written consent of the Community and Recreation Services Director or her designee.

To: Mayor Thomas L. Schoaf and Members of the City Council
From: Tricia Kramer, Community & Recreation Services Director
Through: Matthew Williams, City Manager
Meeting Date: 8/12/2026
Presenter: Tricia Kramer, Community & Recreation Services Director

RECOMMENDED MOTION:

MOVE TO APPROVE STREET CLOSURES FOR THE MILLENNIUM HIGH SCHOOL HOMECOMING PARADE ON SEPTEMBER 19, 2026.

BACKGROUND/DISCUSSION:

On Saturday, September 19, 2026, Millennium High School will be celebrating Homecoming with a short parade. The parade will begin at 10:00 a.m. and is expected to last 30 to 40 minutes. There will be approximately twenty parade entries. The participants will gather at the south end of Old Litchfield Road at St. Peter's Episcopal Church beginning at 9:00 a.m. Millennium has received permission from the church to use the church parking lot as a staging area. The parade will go north on Old Litchfield Road to Village Parkway, then turn left onto Village Parkway and proceed west briefly. The parade will disband in the north section of the gravel lot at Desert Ave. and will be completely cleared out by 11:30 a.m.

Millennium submitted a special event permit application with the required verification of insurance coverage and has listed the City of Litchfield Park as additional insured. Millennium has secured off-duty officers for traffic control and safety coverage through Off Duty Management. Temporary street closures and detour signage will be put in place by the City's Public Grounds Department. Millennium will notify all residents on Old Litchfield Road of the temporary street closure by way of an electronic signboard put in place by Thursday, September 17, 2026. Downtown merchants will be notified by written flyer delivered by Student Council Members at least one week prior to the event.

This is the ninth time the Millennium Homecoming Parade is being held in our city. This parade has been a fun and successful event in all prior years. Staff anticipates the same this year.

STAFF RECOMMENDATION:

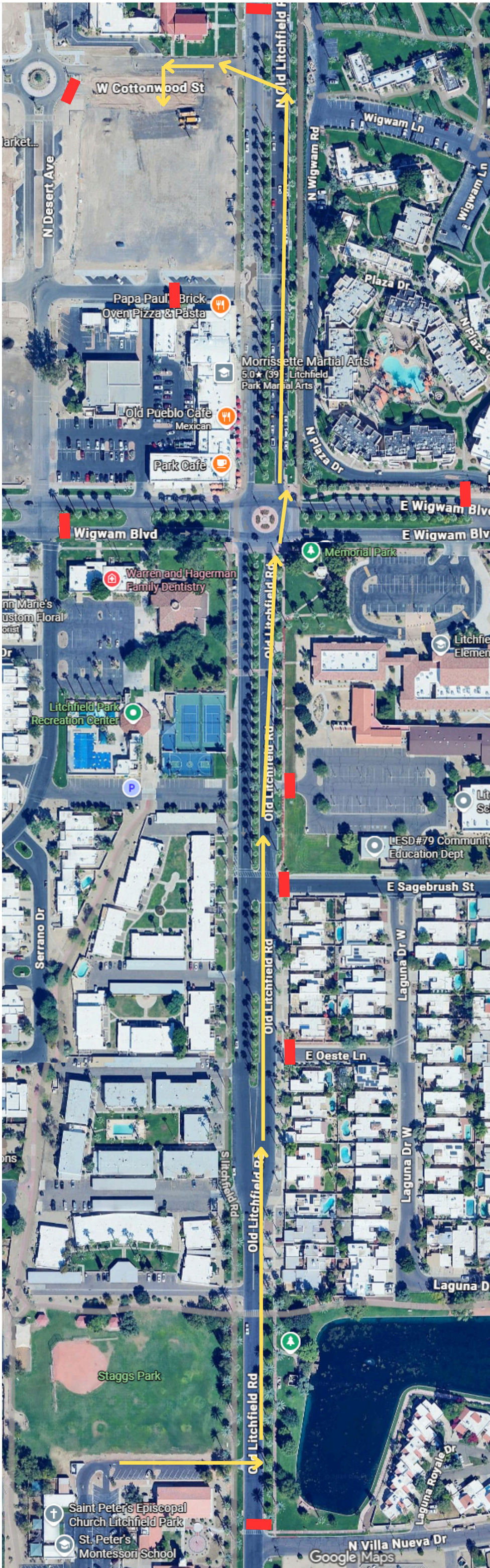
Staff recommends approval of street closures as presented.

FINANCIAL IMPACT:

The City does not anticipate any negative financial impact as a result of this brief event. In fact, downtown merchants and the farmer's market may experience an increase in business and revenue from parade spectators.

ATTACHMENTS:

1. MHS Homecoming Parade Route



Millennium High School
Homecoming Parade
September 19, 2026

Parade Route →

Road Closure ■



CITY COUNCIL COMMUNICATION

Consent Agenda Item VIII.F
2026 Proposed Resolutions - League of
Arizona Cities and Towns

To: Mayor Thomas L. Schoaf and Members of the City Council
From: Mayor Thomas L. Schoaf
Meeting Date: 8/12/2026
Presenter: Thomas L. Schoaf, Mayor

RECOMMENDED MOTION:

MOVE TO DIRECT THE MAYOR TO SUPPORT THE REQUESTED ACTIONS PRESENTED IN THE REPORT UNLESS INFORMATION DISCUSSED IN THE RESOLUTION COMMITTEE MEETING INDICATES THAT SUPPORTING A SPECIFIC ITEM WOULD NOT BE IN THE BEST INTEREST OF THE CITY.

BACKGROUND/DISCUSSION:

The Mayor attends the League Resolution Committee meeting every August. Items in the committee packet are discussed in multiple policy committee meetings. Current items would include post-incorporation of cities, public notices, short-term rentals, statewide 911 funding and public records.

STAFF RECOMMENDATION:

Staff recommends supporting the motion.

FINANCIAL IMPACT:

There is no financial impact.

ATTACHMENTS:

1. 2026 Resolutions Committee Packet



League of Arizona
Cities AND Towns

Resolutions Packet 2026



July 22, 2026

Dear Mayor,

As chair of the 2026 League Resolutions Committee, it is my pleasure to provide this packet for your participation in the Resolutions Committee at this year's League Annual Conference. The chairs of five League Policy Committees will present the Resolutions discussed in their respective committees to the Resolutions Committee.

Included in this packet you will find:

- Resolutions Committee Calendar
- Resolutions Committee Procedures
- Policy Committee Reports and Resolutions

As the first order of business at the conference, the Resolutions Committee will meet on **Tuesday, August 18, 2026, at 1:30 p.m.** Lunch will be provided before the meeting. The actions of the full Resolutions Committee will be formally adopted at the League's Annual Business Meeting on **Thursday, August 20, 2026, at 4:30 p.m.**

If you have not accepted your appointment or designated a council representative to serve your city/town on the 2026 Resolutions Committee, please [make that appointment here.](#)

We look forward to having all member cities and towns participate in the Resolutions Committee. If you have any questions or comments about the Resolutions Committee, your appointment, or the resolutions submittal process, please contact the League office.

Sincerely,



Mayor Mila Besich, Superior
League Vice President

Enclosures

cc (via email): Managers, Clerks without Managers, Intergovs



2026 Resolutions Committee Calendar

- | | |
|-------------------|--|
| June: | Policy Committees meet |
| June 8: | League sends email requesting mayors or council designees register to represent their city/town on Resolutions Committee. |
| July 22: | League sends out resolutions packet to membership. |
| August 18: | Resolutions Committee Meeting |
| August 20: | Resolutions ratified at the Annual Business Meeting |



League of Arizona Cities and Towns Resolutions Committee Procedures

1. Resolutions Committee Appointment

At least two (2) months prior to the Annual Conference, the President shall appoint members of the Resolutions Committee. The Vice-President shall serve as chair of the Resolutions Committee. Only one elected official from each city or town shall be appointed to the Resolutions Committee and cast the vote of such city or town.

Municipal staff are ineligible to serve on the Resolutions Committee.

2. Duties

The Resolutions Committee shall adopt statements of policy amending the annual Municipal Policy Statement, special resolutions, and such other resolutions of courtesy, commendation or appreciation as the Resolutions Committee deems appropriate.

3. Submission of Resolutions

- A. Except as otherwise provided, all proposed resolutions submitted by a city or town, including resolutions of courtesy, commendation, or appreciation, must be submitted to the Chair of the Committee or to the League office and considered by the Policy Committees. The resolutions process allows cities and towns to submit policy ideas to the League without the requirement of a co-sponsoring city or town. If a Policy Committee recommends approval, League staff will draft the resolution for presentation to the full Resolutions Committee. Sponsoring cities and towns, or other interested stakeholders may be consulted to provide more information on the idea and may be invited to speak to the issue at one of the Policy Committee meetings.
- B. Except in the case of emergency as determined by the Chair of the Resolutions Committee, no resolutions submitted by a city or town after the deadline specified in subsection A of this section or that have not been vetted by the Policy Committees may be considered.
- C. League staff may submit resolutions for consideration by the full Resolutions Committee if issues have not been addressed through the Policy Committee process.

4. Resolutions Committee Process

- A. The Vice-President shall assign submissions to the relevant Policy Committee. The Policy Committees will review submissions and develop draft resolutions for consideration by the Resolutions Committee. Except as provided in subsection 3, only resolutions advanced by the Policy Committees shall be discussed at the Annual Conference Resolutions Committee meeting.
- B. Resolutions shall be amended according to the process established by the Chair of the Committee.
- C. The completed resolutions will go to the full Resolutions Committee at the Annual Conference for consideration. The chairs of each Policy Committee will be responsible for presenting the resolutions and their committee activities to the full Resolutions Committee. Each member shall be notified at least four (4) weeks before the meeting.

5. Final Report

After the Resolutions Committee meeting, the Chair of the Resolutions Committee or a designee shall report to the entire League membership at the Annual Business Meeting about the approved resolutions. Resolutions adopted by the Resolutions Committee shall be formally adopted by the membership at the Annual Business Meeting and become the basis for the annual Municipal Policy Statement.



Policy Committee Reports

The following policy committee reports and resolutions are arranged in alphabetical order. The recommended resolutions are categorized by their respective committee initials and numbered according to the order in which they were considered.

Budget, Finance and Economic Development – BFED

General Administration, Human Resources and Elections – GAHRE

Neighborhoods, Sustainability and Quality of Life – NSQL

Public Safety, Military Affairs, and the Courts – PSMAC

Transportation, Infrastructure and Public Works – TIPW

NUMBER	TITLE	SPONSOR	SUMMARY
BFED 3	Post-Incorporation Cleanup	League	Clarifies how and when state shared revenues are distributed to newly incorporated cities and towns, including the population estimates used until official Census figures are available.
GAHRE 1	Public Notice Correction Window	Scottsdale	Allows cities and towns to correct minor, non-substantive public notice errors without restarting statutory notice timelines.
NSQL 1	STR License Fee Increase	Flagstaff	Increases the maximum short-term rental license or permit fee from \$250 to \$500 and allows the fee to support both permit issuance and enforcement.
NSQL 2	STR Lien Authority	Gilbert	Clarifies municipal authority to file liens for unpaid short-term rental penalties or fines after they become delinquent.
NSQL 3	STR Ballot Referral	Sedona	Seeks a voter-driven pathway allowing municipalities to ask local voters whether additional short-term rental regulation is appropriate.
NSQL 4	STR Definition Clarification	Sedona	Clarifies the statutory definition of a short-term rental as it relates to mobile home parks and multifamily buildings or complexes.
PSMAC 1	Statewide 911 Funding Sustainability & Modernization	League	Supports continued work with state and local stakeholders to identify sustainable long-term funding options for Arizona's statewide 911 system.
PSMAC 2	Modernizing AZ Law Enforcement Public Records Laws	Mesa	Modernizes public records laws related to digital law enforcement records, high-volume commercial requests, and open or active investigations.

These are the only items that will be voted on. The other submissions that did not move forward are summarized in the Chair's Report and will be reported on at the Resolutions Committee Meeting.



Chair's Report of the Budget, Finance and Economic Development Policy Committee

Mayor Eric Orsborn, Chair

Resolutions Committee Meeting, League Annual Conference

On **June 18, 2026**, the Budget, Finance & Economic Development (BFED) Committee convened to discuss three policy issues submitted by Flagstaff, Goodyear, and the League. Below is a summary of the issues considered and committee discussion and recommendations.

1. Expenditure Limitation Population Multiplier Flagstaff (BFED 1)

Flagstaff Councilmember Lori Matthews presented **BFED 1**, proposing a population multiplier for the city's expenditure limitation to account for its high concentration of second homes (22%) and short-term rentals (4%). Councilmember Matthews explained that these Class 4 properties draw on city services but are not counted by the state in calculating a city's expenditure limitation population. Councilmember Matthews noted that Flagstaff's expenditures have been climbing since 2019 and the city is now at its expenditure capacity. Under the proposal, cities whose non-primary residential percentage exceeds the state average could apply a multiplier to future expenditure limit calculations; Flagstaff's non-primary residential rate stands at 24%, compared to the state average of 19%. Councilmember Matthews emphasized that the proposal would have no budgetary impact on the state and would simply allow qualifying cities with high proportions of second homes and short-term rentals to apply for the adjustment.

Apache Junction Mayor Chip Wilson noted that the repeal of the state rental tax has already hurt Apache Junction's public safety budget, since the city sees high winter tourism but no longer has the means of collecting revenue from the tourism increase. Glendale Vice Mayor Ray Malnar asked about the proposal's broader consequences for larger municipalities and whether it would impact other collected tax revenues. Councilmember Matthews clarified that the multiplier is an opt-in and would only affect the city or town's own expenditure limitation, not any school or local tax collections. Peoria Councilmember Matt Bullock asked whether the approach would scale to midsize and larger cities without additional legislation, and Councilmember Matthews confirmed any city could evaluate its own eligibility and calculate a new limit accordingly. Queen Creek Councilmember Leah Martineau asked whether Flagstaff had considered using a voter-approved permanent base adjustment. Councilmember Matthews noted that Flagstaff voters had previously approved an increase to the city's expenditure limit.

René Guillen, League Executive Director, asked whether Flagstaff had considered using Home Rule instead of a permanent base adjustment, to which Flagstaff staff confirmed that the city had not. Lee Grafstrom, League Tax Policy Analyst, added that a permanent base adjustment vote every several years is not unusual and carries no cap on the requested amount, while Home Rule would remove expenditure limit considerations altogether in favor of anticipated revenues. Councilmember Matthews stated that Flagstaff is less familiar with Home Rule, and that the purpose of their proposed resolution is to fix the census undercount of its effective population, adding that the city is wary of voter fatigue from repeated ballot measures. Mesa Councilmember Alicia Goforth added that Mesa has returned to voters on similar issues numerous times, and that communicating directly with voters can be easier than pursuing a statutory fix. Vice Mayor Malnar closed the discussion by noting that his finance officials are concerned about unintended consequences and recommended further study, while expressing sympathy for the challenges facing affected cities.

Vice Mayor Malnar motioned to assign **BFED 1** as a possible future resolution for further study. Councilmember Bullock seconded the motion, and it was approved unanimously via voice vote.



2. PSPRS Tier 3 Stakeholder Engagement Goodyear (BFED 2)

Goodyear Councilmember Trey Terry presented **BFED 2**, explaining that public safety personnel had requested greater League involvement in ongoing PSPRS pension reform discussions. Nick Ponder, League lobbyist, provided background on the history of the pension system and prior reforms, clarifying that while the League has participated in stakeholder meetings to date, some public safety personnel felt their voice was missing from the process. Mr. Ponder also outlined the financial stakes involved, noting approximately \$6 billion in historical pension debt, \$1.85 billion in pension obligation bonds issued during the COVID era, and an estimated \$400 million in additional unfunded liabilities that would have resulted from previously proposed Tier 3 benefit changes. Councilmember Terry emphasized that the proposal was not intended to seek any change to the League’s current policy positions, but rather to ensure cities have a continued voice in the construction of future pension legislation, noting that cities were not adequately included in prior stakeholder discussions.

After discussion, Phoenix Councilmember Anna Hernandez motioned to assign **BFED 2** as a non-legislative solution. Councilmember Martineau seconded the motion, and it was approved unanimously via voice vote.

3. Post Incorporation Cleanup League (BFED 3)

Mr. Guillen presented **BFED 3** on behalf of the League, explaining the need for greater clarity in state law regarding the distribution of revenue sharing to newly incorporated jurisdictions, as well as alternative definitions of population used in that process. San Tan Valley Councilmember Rupert Wolfert shared his municipality’s firsthand experience with incorporation, highlighting the need for a smoother and clearer statutory process for new cities and towns. League staff will develop legislation and work with relevant stakeholders, including Councilmember Wolfert and others from San Tan Valley, to clarify and improve state statutes governing revenue sharing and population definitions for newly incorporated cities and towns.

Vice Mayor Malnar motioned to assign **BFED 3** as a resolution to be considered by the Resolutions Committee. Mayor Wilson seconded the motion, and it was approved unanimously via voice vote.

The table below summarizes the **BFED** Committee’s actions:

POLICY ISSUE	DISPOSITION BY COMMITTEE
1. Expenditure Limitation Population Multiplier	Assigned for further study
2. PSPRS Tier 3 Stakeholder Engagement	Assigned a non-legislative solution
3. Post-Incorporation Cleanup	Approved

Eric Orsborn
Mayor of Buckeye
Chair, Budget, Finance & Economic Development Committee



BFED 3

League of Arizona Cities & Towns Resolution

TITLE		POST-INCORPORATION CLEANUP	
Sponsor		League of Arizona Cities & Towns	
Proposal Type		Legislative Action	

Summary

This proposal would clarify state law governing when state shared revenues are distributed to a newly incorporated city or town and what population estimate is used until official U.S. Census Bureau numbers are available.

Problem / Need

Arizona cities and towns receive state shared revenue distributions through several statutory formulas, including Urban Revenue Sharing, state shared Transaction Privilege Tax, Highway User Revenue Funds, and Vehicle License Tax funds. When a new municipality incorporates these revenue allocations are recalculated to include the new city or town, but current statutes contain ambiguities regarding timing and applicable population estimates.

Proposed Solution

The proposal would establish clear statutory timelines for distributing shared revenues to newly incorporated municipalities and require the Department of Revenue and Department of Transportation to use State Demographer population estimates until official U.S. Census Bureau numbers become available.

Municipal Relevance

The incorporation of a new city or town affects the shared revenue distributions of all municipalities because the existing allocations are recalculated to include the new jurisdiction. Clearer statutes would provide greater predictability for municipal finance staff and elected officials statewide.

Fiscal / Administrative Impact

The proposal is not expected to create a specific state appropriation or direct municipal cost. It is intended to improve predictability and administrative stability when incorporations occur.

Contact Information:

Primary Contact: Lee Grafstrom

Title: Tax Policy Analyst

Email: lgrafstrom@azleague.org

Phone: 480-510-4392

League Staff: Lee Grafstrom



Chair’s Report of the General Administration, Human Resources and Elections Committee

Mayor Alexis Hermosillo, Chair

Resolutions Committee Meeting, League Annual Conference

On **June 16, 2026**, the General Administration, Human Resources & Elections (GAHRE) Committee convened to discuss one policy issue submitted by Scottsdale. Below is a summary of the issue considered and committee discussion and recommendations.

1. Public Notice Corrections Window Scottsdale (GAHRE 1)

Scottsdale Planning Department staff member Brad Carr presented **GAHRE 1** on behalf of Councilmember Solange Whitehead, proposing legislation to streamline public noticing requirements for rezoning applications and other matters requiring public outreach. Following the model of [SB1167](#), the proposal would allow cities to correct non-substantive errors, such as clerical or typographical mistakes, on their websites rather than through revised newspaper postings. Mr. Carr explained that cities would be required to post corrections at least five days before the relevant meeting date, with the original notice specifying where and when to check for corrections, preventing delays caused by minor newspaper notice errors.

Phoenix Vice Mayor Kesha Hodge Washington asked how community members would know to check the website for corrections, to which Mr. Carr clarified that the original notice would include a specified deadline directing the public to the website. Nancy Davidson, League General Counsel, noted that multiple state statutes would need review as part of this effort and suggested looking at how other states define non-substantive errors. Clarkdale Mayor Robyn Prud’homme-Bauer emphasized that implementing the proposal would require significant modifications to existing public noticing requirements. René Guillen identified two areas requiring further discussion with external stakeholders: (1) defining what constitutes a non-substantive matter and (2) determining appropriate time windows for posting corrections.

Councilmember Whitehead motioned to assign **GAHRE 1** as a resolution to be considered by the Resolutions Committee. Gilbert Councilmember Kenny Buckland seconded the motion, and it was approved unanimously via voice vote.

The table below summarizes the **GAHRE** Committee’s actions:

POLICY ISSUE	DISPOSITION BY COMMITTEE
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1. Public Notice Correction Window	Approved
------------------------------------	----------

Alexis Hermosillo
Mayor of El Mirage
Chair, General Administration, Human Resources & Elections Committee



League of Arizona Cities & Towns Resolution

TITLE		PUBLIC NOTICE CORRECTION WINDOW	
Sponsor		City of Scottsdale	
Proposal Type		Legislative Action	

Summary

This proposal would allow cities and towns to correct minor clerical, typographical, or formatting errors in public notices without restarting statutory notice timelines, provided the correction does not alter the substance of the noticed action.

Problem / Need

Arizona public notice statutes require strict procedural compliance. In practice, minor errors can require a city or town to restart a notice process, creating delays, republishing costs, redundant staff work, and potential confusion even when the error does not impair public understanding or participation.

Proposed Solution

The proposal would create a limited five-day correction period in Title 9. A city or town could post a corrected notice on its official website at least five days before the hearing or action. Substantive changes would continue to require full compliance with existing notice requirements.

Municipal Relevance

Public notice requirements apply statewide to cities and towns regardless of size, staffing capacity, or service model. A uniform correction process could provide consistency while preserving public transparency requirements.

Fiscal / Administrative Impact

The proposal is expected to be cost neutral or provide a net administrative benefit by reducing republishing, rescheduling, legal review, clerk, and planning staff costs associated with minor notice corrections.

Contact Information

Primary Contact: Sara Sparman
Title: Government Relations Manager
Email: SSparman@ScottsdaleAZ.gov
Phone: 602-410-5124
League Staff: Marshall Pimentel



Chair's Report of the Neighborhoods, Sustainability, and Quality of Life Policy Committee

Mayor Mark Stanton, Chair

Resolutions Committee Meeting, League Annual Conference

The Neighborhoods, Sustainability & Quality of Life (NSQL) Committee convened on **June 16, 2026**, to discuss four policy issues submitted by Flagstaff, Gilbert, and Sedona. Below is a summary of the issues considered and committee discussion and recommendations.

1. STR License Fee Increase Flagstaff (NSQL 1).

Flagstaff Mayor Becky Daggett presented **NSQL 1**, proposing to raise the maximum allowable annual short-term rental license fee from \$250 to \$500, with the additional revenue directed toward permit enforcement and the hiring of code compliance officers. Mayor Daggett described ongoing challenges with short-term rental enforcement, noting that Flagstaff has only two code compliance officers, which is insufficient to address recurring complaints related to noise, parking, trash, and over-occupancy, and framed the increase as a tool for cities to better fund oversight of their short-term rental markets as those markets grow. Sarah Langley, Flagstaff Government Affairs Director, noted that with approximately 900 short-term rental properties in Flagstaff, the fee increase would generate roughly \$225,000 annually—enough to fund approximately one to one and a half full-time enforcement positions. Nancy Davidson, League General Counsel, clarified that adoption of the fee at the maximum amount would be optional for each municipality.

Sedona Mayor Holli Ploog added that Sedona had been compelled to hire a dedicated full-time short-term rental enforcement officer without any ability to recoup that cost through licensing fees. Chandler Councilmember Christine Ellis commended Mayor Daggett for taking the lead. Goodyear Councilmember Laura Kaino raised a note of caution regarding the Legislature's potential perception of a 100% fee increase and encouraged a broader view of how the proposal might be received at the Capitol. René Guillen, League Executive Director, echoed that the core policy concept would ultimately be subject to legislative negotiation. Queen Creek Councilmember Dawn Oliphant indicated her municipality had eliminated short-term rental licensing fees and would take no position on the item. Discussion also noted that work with Airbnb on the proposal's language is ongoing and will continue as the item moves forward.

Mayor Ploog motioned to assign **NSQL 1** as a resolution to be considered by the Resolutions Committee. Councilmember Whitehead seconded the motion, and it was approved unanimously via voice vote.

2. STR Lien Authority Gilbert (NSQL 2).

Rob Bohr, Gilbert Director of Intergovernmental Relations, presented **NSQL 2** on behalf of Gilbert Vice Mayor Chuck Bongiovanni. Mr. Bohr explained that [Senate Bill 1168](#) (2022) authorized local governments to impose civil penalties of up to \$1,000 per month against short-term rental property owners who fail to obtain a required license within 30 days of written notice. Gilbert has reduced its noncompliant short-term rental operators to eight properties and has begun issuing penalties; however, the Town Attorney determined that the relevant statute does not explicitly authorize the issuance of liens against noncompliant properties, a necessary next enforcement step. The proposal seeks to add clarifying statutory language granting explicit lien authority, modeled after existing lien provisions for unpaid utility fees and code violation fines. Mr. Bohr noted that Airbnb has been notified of the proposal and has been engaged in dialogue as the item is refined ahead of the Resolutions Committee.



Ms. Davidson described the distinction between consensual liens, such as those used in homeowners' association contexts, and nonconsensual liens, noting that language could instead be crafted to make lien authority a term of the short-term rental license agreement itself. Councilmember Oliphant indicated her council would not support placing a lien on a property and stated she would vote in opposition.

Councilmember Ellis motioned to assign **NSQL 2** as a resolution to be considered by the Resolutions Committee. Vice Mayor Bongiovanni seconded the motion, and it was approved via majority voice vote.

3. STR Ballot Referral Sedona (NSQL 3).

Mayor Ploog presented **NSQL 3**, citing the legislature's sustained failure to enact meaningful short-term rental reform despite bipartisan negotiation and Airbnb's cooperation on prior bills. Mayor Ploog reported that Representative Bliss (LD1), who has championed short-term rental legislation for approximately five years, supports a more unconventional approach. The proposal is modeled after [SCR1004](#), the photo enforcement referral headed to the November 2026 ballot which would require local votes to approve use of those systems. Similarly, a ballot measure could be sent allowing municipalities to send proposed short-term rental regulations to local votes. Mayor Ploog noted that the initial concept was limited to smaller or rural cities but, in response to feedback from Scottsdale and others, the committee is open to removing any population cap. She further described Sedona's severe housing displacement, in which corporations have purchased lower-cost homes and replaced them with purpose-built, multi-bedroom short-term rental properties, leaving some neighborhoods with virtually no full-time residents.

Phoenix Councilmember Debra Stark voiced strong support and emphasized the need for all cities, regardless of size, to have access to this mechanism. Councilmember Whitehead concurred, noting that short-term rental complaints remain Scottsdale's top constituent issue and that prevention is far less costly than remediation. Mesa Councilmember Jen Duff supported removing any population cap and raised a related, emerging concern about room-rental platforms such as PadSplit, which convert single-family homes into high-density shared housing arrangements, effectively creating informal multifamily use in residential neighborhoods. Quartzsite Councilmember Lynda Goldberg underscored the importance of returning authority to local jurisdictions. Mr. Guillen noted that the proposal's political strength lies in the argument that local voters, not the mayor and council, would ultimately decide, and that the photo enforcement referral on the November 2026 ballot would serve as an instructive test case for this approach.

Mayor Ploog motioned to assign **NSQL 3** as a resolution to be considered by the Resolutions Committee. Councilmember Stark seconded the motion, and it was approved unanimously via voice vote.

4. STR Definition Clarification Sedona (NSQL 4).

Mayor Ploog presented **NSQL 4**, arising from the case *Oak Creek Hospitality v. City of Sedona*, in which a corporation purchased an entire mobile home park and converted it entirely to short-term rental use. Sedona prevailed at the district court level but lost on appeal; the Court of Appeals held that the statute was insufficiently clear regarding the definition of a short-term rental, specifically as it relates to the restriction of short-term rental use to one-to-four family dwelling units. Mayor Ploog noted that the Arizona Supreme Court was actively reviewing whether to accept the case.* The proposal seeks to clarify the statutory definition so that the one-to-four-unit limitation is explicit and enforceable, foreclosing the conversion of entire apartment complexes or mobile home parks into short-term rental operations. Ms. Davidson noted that similar definitional ambiguities have arisen in other jurisdictions involving recreational vehicles claimed as dwelling units and partial-unit room rentals and referenced statutory approaches in other states that expressly exclude such arrangements.

Councilmember Duff expressed support while flagging a concern about the proposal's potential impact on high-density short-term rental arrangements near major sporting facilities, such as a planned soccer stadium in Mesa, where multi-unit buildings serve a legitimate hospitality function adjacent to large venues. Clifton Councilmember Chad Brown sought



further clarity on the definition and noted analogous ambiguity in his own community regarding RV parks and encampments. Ms. Davidson confirmed that the case’s central issue was the absence of owner occupancy and the purely commercial, corporate nature of the operation, which the current statutory language does not clearly address.

Mayor Ploog motioned to assign **NSQL 4** as a resolution to be considered by the Resolutions Committee. Councilmember Brown seconded the motion, and it was approved unanimously via voice vote.

***NOTE:** *The Arizona Supreme Court denied review on June 29, 2026.*

The table below summarizes the **NSQL** Committee’s actions:

POLICY ISSUE	DISPOSITION BY COMMITTEE
1. STR License Fee Increase	Approved
2. STR Lien Authority	Approved
3. STR Ballot Referral	Approved
4. STR Definition Clarification	Approved

Mark Stanton
Mayor of Paradise Valley
Chair, Neighborhoods, Sustainability & Quality of Life Committee



NSQL 1

League of Arizona Cities & Towns Resolution

TITLE		STR LICENSE FEE INCREASE	
Sponsor		City of Flagstaff	
Proposal Type		Legislative Action	

Summary

This proposal would increase the maximum allowable annual short-term rental license or permit fee from \$250 to \$500 and allow the fee to cover both issuance and enforcement costs.

Problem / Need

Some cities and towns are experiencing increasing nuisance complaints related to short-term rentals, including noise, parking, solid waste, and occupancy issues. Flagstaff identified limited code compliance staffing as a barrier to responding to short-term rental complaints.

Proposed Solution

The proposal would amend A.R.S. § 9-500.39 to allow a fee not to exceed the actual cost of issuing and enforcing the permit or license, or \$500, whichever is less.

Municipal Relevance

Any city or town that imposes a short-term rental license or permit would have discretion to choose whether to increase its annual fee to further support its short-term rental licensing/permitting activities.

Fiscal / Administrative Impact

Potential to increase local revenue available to address short-term rental impacts for municipalities that choose to increase their license or permit fees.

Contact Information

Primary Contact: Becky Daggett

Title: Mayor, City of Flagstaff

Email: becky.daggett@flagstaffaz.gov

Phone: 928-213-2010

League Staff: Tom Savage



NSQL 2

League of Arizona Cities & Towns Resolution

TITLE		STR LIEN AUTHORITY	
Sponsor		Town of Gilbert	
Proposal Type		Legislative Action	

Summary

This proposal would clarify that municipalities may file liens for unpaid short-term rental penalties and fines assessed under A.R.S. § 9-500.39 after a period of delinquency.

Problem / Need

Current statute authorizes municipalities to assess civil penalties against short-term rental owners who fail to apply for a required local license or regulatory permit. However, the statute does not expressly authorize municipalities to file liens against properties for unpaid penalties.

Proposed Solution

The proposal would add language to A.R.S. § 9-500.39 clarifying that municipalities may file liens for nonpayment of penalties and fines prescribed in that section when the amounts are delinquent for more than 90 days.

Municipal Relevance

The proposal would apply to any city or town that enforces short-term rental license requirements and seeks to collect unpaid penalties from noncompliant operators.

Fiscal / Administrative Impact

The proposal seeks to improve municipal ability to collect unpaid penalties already authorized under statute.

Contact Information

Primary Contact: Rob Bohr
Title: Intergovernmental Relations Director
Email: Rob.Bohr@GilbertAZ.gov
Phone: 602-478-7015
League Staff: Tom Savage



League of Arizona Cities & Towns Resolution

TITLESTR BALLOT REFERRAL	
Sponsor	City of Sedona
Proposal Type	Legislative Action

Summary

This proposal would seek a 2028 legislative ballot referral asking Arizona voters whether municipalities should be able to hold local elections on short-term rental regulations that reflect local community preferences.

Problem / Need

Cities and towns have limited authority to regulate short-term rentals under current law. Sedona and other tourism-oriented communities have identified housing, neighborhood, and community impacts associated with high concentrations of whole-home short-term rentals.

Proposed Solution

The proposal would pursue a House or Senate concurrent resolution referring a statewide question to the next general election. If approved by voters, municipalities could ask their local voters to consider short-term rental regulations such as prospective license caps, distance requirements, or other locally tailored measures. Existing short-term rentals would be grandfathered under the concept presented.

Municipal Relevance

The proposal is intended to provide a voter-driven pathway for communities facing short-term rental impacts, particularly tourism-oriented and smaller communities, while allowing local voters to decide whether additional regulation is appropriate.

Fiscal / Administrative Impact

The proposal is not expected to require a state appropriation or create an appreciable state or municipal budget impact. Election administration and implementation details would depend on final legislative language.

Contact Information

Primary Contact: Holli Ploog

Title: Mayor of Sedona

Email: hploog@sedonaaz.gov

Phone: 928-282-3113

League Staff: Tom Savage



NSQL 4

League of Arizona Cities & Towns Resolution

TITLE		STR DEFINITION CLARIFICATION	
Sponsor		City of Sedona	
Proposal Type		Legislative Action	

Summary

This proposal would clarify the statutory definition of vacation rental or short-term rental to address mobile home parks and multifamily buildings or complexes with five or more dwelling units.

Problem / Need

The proposal arises from *Oak Creek Hospitality v. City of Sedona*, in which the Arizona Court of Appeals addressed whether short-term rental statutes applied to mobile homes in a mobile home park. Sedona identified broader concern that, without clarification, mobile home parks or multifamily developments could be converted to short-term rental use in a manner inconsistent with local zoning expectations.

Proposed Solution

The proposal would amend A.R.S. §§ 9-500.39 and 11-269.17 to clarify that the definition of vacation rental or short-term rental does not include dwelling units located in a mobile home park or dwelling units in a multifamily building or complex with five or more dwelling units that is not a condominium or cooperative.

Municipal Relevance

Any municipality with mobile home parks or multifamily buildings could be affected by ambiguity in the current definition. The proposal would provide clearer statewide zoning and regulatory guidance for cities and towns.

Fiscal / Administrative Impact

No fiscal impact or state appropriation is anticipated for the definitional change.

Contact Information

Primary Contact: Holli Ploog
Title: Mayor of Sedona
Email: hploog@sedonaaz.gov
Phone: 928-282-3113
League Staff: Tom Savage



Chair's Report of the Public Safety, Military Affairs, and the Courts Policy Committee

Mayor Tom Murphy, Chair

Resolutions Committee Meeting, League Annual Conference

The Public Safety, Military Affairs & the Courts (PSMAC) Committee convened on **June 18, 2026**, to discuss two issues submitted by the League and Mesa. Below is a summary of the issues considered and committee discussion and recommendations.

1. **Statewide 911 Funding Sustainability & Modernization League (PSMAC 1).**

René Guillen, League Executive Director, presented **PSMAC 1**, explaining that the statewide 911 backbone system faces a predicted 35% funding shortfall that would force cities and towns to either accept reduced service quality or backfill the gap with local funds. The current system is funded through a 20-cent monthly surcharge per phone line, generating roughly \$20-22 million annually. Tom Savage, League Legislative Director, clarified that the true cost of operating the system is closer to \$25 million annually. Temporary funding of approximately \$4 million was secured for fiscal year 2027 (FY27), but the resolution seeks continued guidance from mayors as League staff work with stakeholders to develop a long-term funding solution.

Committee members raised questions about how the shortfall developed after years of stable funding. Geoff Kuhn, Deputy Director of Public Safety Communications for Tucson, noted that Arizona's state rules restrict which expenditures are considered appropriate uses of 911 funds compared to other states, and clarified that cities are already subsidizing the system due to insufficient funding, with any future fee proposal also needing to account for enhancements like new technology. Discussion touched on the surcharge's history, noting it was last reduced from 37 cents to 20 cents per line on the assumption that rising cell phone use would offset the cut; instead, revenue has stayed flat at around \$20 million for years despite declining landline use, and the recent shortfall was attributed to infrastructure upgrades for the Next Generation 911 (NG911) system and revenue effects tied to the AT&T contract. Queen Creek Councilmember Travis Padilla expressed skepticism about the sudden shortfall and asked whether efficiency improvements could address the gap before the League sought additional revenue, and several members requested a detailed study of revenue versus expenditure trends over time to better understand the shortfall before any funding recommendation moves forward. Gilbert Councilmember Monte Lyons and Clifton Councilmember Chad Brown both expressed concern about the solvency of the system and revenue shortfall.

Glendale Vice Mayor Ray Malnar motioned to approve **PSMAC 1** as a resolution to be considered by the Resolutions Committee. Buckeye Vice Mayor Clay Goodman seconded the motion, and it was approved unanimously via voice vote.

2. **Modernizing AZ Law Enforcement Public Records Laws Mesa (PSMAC 2).**

Mesa Mayor Mark Freeman introduced **PSMAC 2**, addressing the high volume of public records requests, particularly for digital records such as body-worn camera footage, that are creating significant backlogs for Mesa and numerous other municipalities. Mayor Freeman added that Gilbert and Glendale had also signed on in support of the policy proposal. Mesa Assistant Police Chief Gina Nesbitt and Assistant City Attorney Kristen Hooker presented Mesa's first proposal to amend the statutory definitions of *Commercial Purpose* and *News Gathering Organization* in current Arizona public records law. They explained that current Arizona law defines a "commercial purpose" for records requests, allowing agencies to assess fair market value fees, but places the burden on the requester to self-declare whether a request is commercial. They explained that the statutory definition changes would distinguish legitimate journalism from commercial operations, such as YouTube journalists and true crime content creators, who are actively exploiting the current media exemption. They noted that Mesa



itself has faced litigation from one such entity which has filed similar suits against agencies nationally. The proposed definition draws on Kentucky’s approach, which requires that content be of general interest to a broad audience and that the organization publish regularly. Adopting this statutory change would allow Mesa to address the significant digital media request backlogs created by the high-volume requests of these commercial operations.

Assistant Chief Nesbitt and Ms. Hooker additionally presented the second part of the proposal to codify a clear statutory exemption protecting records connected to open, active, or pending investigations, aligning the law with current practice and existing case law. They explained that this practice currently rests solely on case law, requiring agencies to complete full retrieval, review, and redaction before releasing heavily redacted records, and that a statutory exemption would let agencies defer release until a case is resolved while preserving ongoing communication with the public and media on matters of public safety. Nancy Davidson, League General Counsel, confirmed this type of exemption exists in more than half of U.S. states and would be a relatively straightforward statutory model to adapt for Arizona and confirmed that Arizona’s current statutory framework relies heavily on case law for records withholding and is comparatively less defined than other states. She cautioned that defining “media” carries significant constitutional complexity and would require careful drafting to withstand First Amendment scrutiny.

Mayor Freeman and Assistant Chief Nesbitt described the current request timelines, noting that digital records requests take roughly five months and video requests roughly twenty months, though pre-charging fees for commercial requesters has helped the city manage its backlog. Councilmember Padilla urged that any definition avoid discriminatory treatment of independent or new media formats relative to legacy media and suggested that a content-and-hours-based fee structure applicable to all requesters, rather than a tiered commercial/non-commercial distinction, might be worth exploring. Councilmember Lyons emphasized the cost of excessive requests, estimating the personnel time involved at millions of dollars, called for clear prioritization guidelines and safeguards against requesters working around public access restrictions, and cautioned that workarounds, such as private citizens submitting requests on behalf of commercial entities, would also need to be addressed. Phoenix Councilmember Ann O’Brien noted that Phoenix experienced a 29% year-over-year increase in public records requests between 2024 and 2025 and expressed support for the proposal proceeding to resolution. Vice Mayor Malnar recommended the committee remain focused on the two specific statutory proposals rather than broadening the scope of discussion. Discussion also focused on ensuring any new definition would protect independent media from unfair treatment relative to legacy outlets by focusing on the nature of the business rather than its method of dissemination.

Mayor Freeman motioned to approve **PSMAC 2** as a resolution to be considered by the Resolutions Committee. Vice Mayor Malnar seconded the motion, and it was approved unanimously via voice vote.

The table below summarizes the **PSMAC** Committee’s actions:

POLICY ISSUE		DISPOSITION BY COMMITTEE	
1. Statewide 911 Funding Sustainability & Modernization		Approved	
2. Modernizing AZ Law Enforcement Public Records Laws		Approved	

Tom Murphy
Mayor of Sahuarita
Chair, Public Safety, Military Affairs, & the Courts



PSMAC 1

League of Arizona Cities & Towns Resolution

TITLE

STATEWIDE 911 FUNDING SUSTAINABILITY & MODERNIZATION

Sponsor

League of Arizona Cities & Towns

Proposal Type

General Policy Direction

Summary

This proposal supports the development of sustainable long-term funding solutions for Arizona's statewide 911 system and continued collaboration among state and local stakeholders regarding system modernization and operational stability.

Problem / Need

Arizona's statewide 911 funding structure is under increasing strain due to the cost of operating and maintaining Next Generation 911 services. The Arizona Department of Administration (ADOA) notified local Public Safety Answering Points (PSAPs) that FY27 reimbursement support for eligible NG911 call-handling services would be reduced due to lower than anticipated revenues, implementation costs, and ongoing operational expenses.

Proposed Solution

The proposal would support continued collaboration among the League, local governments, public safety stakeholders, ADOA, the Governor's Office, and the Legislature to evaluate sustainable long-term funding options, potential modernization of the funding structure, future operational needs, and interim stability for local PSAPs.

Municipal Relevance

Arizona's statewide 911 system supports 77 Public Safety Answering Points serving communities across the state. Funding challenges affect municipalities of all sizes, counties, public safety agencies, and regional emergency communications partners.

Fiscal / Administrative Impact

ADOA identified an approximately 35% reduction in FY27 reimbursement support, with an estimated statewide local government impact of approximately \$4 million if replacement funding is not identified. While a one-time appropriation was provided in the state budget for FY27, long-term fiscal impacts depend on future funding and modernization decisions.

Contact Information

Primary Contact: Tom Savage

Title: Legislative Director

Email: tsavage@azleague.org

Phone: 602-258-5786

League Staff: Tom Savage



League of Arizona Cities & Towns Resolution

TITLE		MODERNIZING AZ LAW ENFORCEMENT PUBLIC RECORDS LAWS
Sponsor	City of Mesa	
Proposal Type	Legislative Action	

Summary

This proposal would modernize Arizona public records laws to address digital law enforcement records, high-volume commercial requests, and records connected to open or active investigations.

Problem / Need

Arizona public records laws were developed in a paper-records era and have not fully kept pace with body-worn camera footage, electronic records, and large digital requests. Law enforcement agencies report significant staff time for retrieval, review, redaction, and legal analysis, as well as uncertainty regarding commercial digital media requests and active investigations.

Proposed Solution

The proposal would seek statutory changes that may include updating definitions related to commercial requests and news gathering organizations, and creating a statutory exemption or delay mechanism for records related to open, active, or pending investigations and prosecutions.

Municipal Relevance

Law enforcement agencies and municipalities across Arizona increasingly manage digital evidence systems and electronic public records. Clearer statewide guidance could improve consistency, protect investigative integrity and due process rights, and better align state law with modern records practices.

Fiscal / Administrative Impact

The proposal is intended to reduce administrative burdens associated with high-volume digital records requests and active investigations.

Contact Information

Primary Contact: Miranda DeWitt
Title: Government Relations Director
Email: miranda.dewitt@mesaaz.gov
Phone: 480-644-5796
League Staff: Marshall Pimentel



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: 8/12/2026
Presenter: Paige Peterson, Asst. City Mgr./Finance Director

RECOMMENDED MOTION:

MOVE TO APPROVE THE FISCAL YEAR 2026 BUDGET ADJUSTMENTS AS PRESENTED

BACKGROUND/DISCUSSION:

According to the Auditor General's office, State Law ARS §42-17106, does not allow a city or town to increase its overall total adopted budget. Also, it does not allow budgeted expenditures to be exceeded at the department level unless the budget is revised with Council approval.

Some department's expenditures exceed the adopted budget. The recommended action is neither a transfer of cash nor expenditure of additional monies, rather simply a movement of authorized expenditure capacity.

Four adjustments are proposed utilizing the operations contingency budget. The City Manager had a compensation expenditure that was approved in the CM's contract that was not included in the initial budget that requires a budget adjustment. This is the first year the City had a Communications Department and we inadvertently did not include some necessary expenditures in the budget such as an iPad, photo storage and business meetings. The Human Resources and Risk Management Department had a higher than anticipated general liability insurance expenditure. The Magistrate Court Department experienced higher than anticipated prosecution costs as the caseload was significantly higher. The total contingency authorization is \$49,950.

STAFF RECOMMENDATION:

Staff recommends approval.

FINANCIAL IMPACT:

There is no financial impact.

ATTACHMENTS:

1. June 2026 Budget Adjustments

Transfer From		Transfer To		
Fund	Department	Fund	Department	Amount
General	Operations Contingency	General	City Manager	\$ 14,000.00
General	Operations Contingency	General	Communications	\$ 6,200.00
General	Operations Contingency	General	Human Resources & Risk Management	\$ 14,500.00
General	Operations Contingency	General	Magistrate Court	\$ 15,250.00
			Total	\$ 49,950.00

Adjusted Budget				
Fund	Department	Original Amount	Adjustment	Adjusted Total
General	City Manager	633,000	14,000	647,000
General	Communications	171,344	6,200	177,544
General	Human Resources	421,667	14,500	436,167
General	Magistrate Court	230,000	15,250	245,250
General	Operations Contingency	387,154	(49,950)	337,204
	Total	1,843,165	Total	\$ 1,843,165.00



CITY COUNCIL COMMUNICATION

Consent Agenda Item VIII.H
Amendment to Police Services
IGA

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: 8/12/2026
Presenter: Paige Peterson, Asst. City Mgr./Finance Director

RECOMMENDED MOTION:

MOVE TO APPROVE THE FIRST AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN CITY OF LITCHFIELD PARK AND CITY OF AVONDALE FOR LAW ENFORCEMENT SERVICES.

BACKGROUND/DISCUSSION:

The City wishes to have Avondale provide fleet service maintenance and repair to Litchfield-owned law enforcement vehicles. This will allow the city to purchase law enforcement vehicles for use under this agreement. If the City exercises the option to purchase law enforcement vehicles, the City will be responsible for the cost of maintenance and repair services. Avondale will provide maintenance and repair services for the Litchfield-owned vehicles as follows: Avondale will provide Litchfield with fleet preventative maintenance services and repair services. The City will pay Avondale \$158.32 per hour for shop labor and pay for the actual cost of parts plus 10%. Any repair beyond \$1,500 will require approval by City staff.

STAFF RECOMMENDATION:

Staff recommends approval.

FINANCIAL IMPACT:

Not to exceed \$20,000 in Fiscal Year 2027.

ATTACHMENTS:

1. Avondale PD First Amendment

RESOLUTION NO. 1052-0726

A RESOLUTION OF THE COUNCIL OF THE CITY OF AVONDALE, ARIZONA, APPROVING A FIRST AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF LITCHFIELD PARK RELATING TO LAW ENFORCEMENT SERVICES.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF AVONDALE as follows:

SECTION 1. The First Amendment to the Intergovernmental Agreement with the City of Litchfield Park relating to law enforcement services (the “Amendment”) is hereby approved in substantially the form and substance attached hereto as Exhibit A and incorporated herein by this reference.

SECTION 2. The Mayor, the City Manager, the City Clerk, and the City Attorney are hereby authorized and directed to take all steps necessary to cause the execution of the Amendment and to carry out the purpose and intent of this Resolution.

PASSED AND ADOPTED by the Council of the City of Avondale, Arizona, July 6, 2026.


Mike Pineda (Jul 22, 2026 15:23:33 PDT)
Mike Pineda, Mayor

ATTEST:



Marcella Sarmiento, City Clerk

APPROVED AS TO FORM:



Nicholle Harris, City Attorney

EXHIBIT A
TO
RESOLUTION NO. 1052-0726

[First Amendment]

See following pages.

**FIRST AMENDMENT
TO
INTERGOVERNMENTAL AGREEMENT FOR LAW ENFORCEMENT SERVICES
BETWEEN
THE CITY OF AVONDALE
AND
THE CITY OF LITCHFIELD PARK**

THIS FIRST AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT (this “First Amendment”) is entered into as of the date of the last signature below between the City of Avondale, an Arizona municipal corporation (“Avondale”) and the City of Litchfield Park, an Arizona municipal corporation (“Litchfield”). Avondale and Litchfield are sometimes collectively referred to in this Agreement as the “Parties” and each individually as a “Party.” All capitalized terms not defined herein shall have the meaning as set forth in the Agreement.

RECITALS

A. The Parties entered into an Intergovernmental Agreement, dated November 19, 2025, for Avondale to provide Law Enforcement Services to and within the corporate boundaries of Litchfield (the “Agreement”); and

B. The Parties desire to have Avondale provide fleet service maintenance and repair services to Litchfield-owned law enforcement vehicles (the “Additional Services”); and

C. The Parties desire to amend the Agreement to provide for the Additional Services.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing introduction and recitals, which are incorporated herein by reference, the following mutual covenants and conditions, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1. Section 5 of the Agreement (Reimbursement of Law Enforcement Services), Section C (Explanation of Costs), Paragraph 2 (Vehicle Charges) is hereby deleted and replaced with a new Paragraph 2 to read as follows:

2. Vehicle Charges for Litchfield-Owned Vehicles. Litchfield shall have the option to purchase law enforcement vehicles for use under this Agreement. If Litchfield exercises the option to purchase law enforcement vehicles, Litchfield shall be responsible for the cost of the maintenance and repair services. Avondale will provide maintenance and repair services for the Litchfield-owned vehicles as follows:

i. Scope of Work for Law Enforcement Vehicles Maintenance and Repair Services. Avondale will provide Litchfield with fleet preventative

maintenance services and repair services (collectively, the “Vehicle Services”), as set forth in the Scope of Work and Fee Schedule for Law Enforcement Vehicles Maintenance and Repair Services attached hereto as Exhibit C and incorporated herein by reference.

ii. Compensation. Litchfield shall pay Avondale for the Vehicle Services at rates as set forth in the Scope of Work and Fee Schedule for Law Enforcement Vehicles Maintenance and Repair Services in Exhibit C.

iii. Payments. Avondale will invoice Litchfield quarterly (September 30, December 31, March 31 and June 30) for the Vehicle Services performed during the preceding quarter. Payments must be received by Avondale from Litchfield within 30 days of the invoice.

iv. Fleet Purchasing Assistance; Vehicle Replacement. Avondale may assist Litchfield with the purchase of new, or replacement of existing Litchfield-owned law enforcement vehicles at a “consulting” price to be determined by the Parties. Avondale shall apply its vehicle replacement schedule for Litchfield-owned vehicles under this Agreement. Ninety (90) days prior to Litchfield-owned law enforcement vehicles requiring replacement, Avondale shall provide Litchfield with written notice of the replacement and the cost for the replacement vehicles. Litchfield shall purchase replacement vehicles according to Avondale specifications and standards.

v. Tow Services. Avondale will provide towing services to Litchfield-owned law enforcement vehicles requiring fleet services.

vi. Capital and Operating Expenditures; Budget. Nothing in this Agreement shall be construed as committing Avondale to incur capital expenditures for equipment, facilities, or otherwise, or to incur expenses not expressly set forth in this Agreement.

vii. Insurance. The Parties agree to secure and maintain insurance coverage for any and all risks that may arise out of the terms, obligations, operations and actions as set forth in this Agreement, including but not limited to public entity insurance. The acquisition of insurance or the maintenance and operation of a self-insurance program may fulfill the insurance requirement.

viii. Use of Avondale Law Enforcement Vehicles. If Litchfield utilizes Avondale-owned law enforcement vehicles, the following terms shall apply:

(i) The number of miles driven will be used to determine charges for vehicle mileage, vehicle depreciation, and vehicle equipment depreciation.

(ii) The number of miles driven will be estimated and will be used to determine charges for new additions to fleet resulting from new service initiation and pursuant to an amendment to this Agreement for increases in services.

(iii) Vehicle depreciation and vehicle equipment charges allow timely replacement of police service vehicles using Avondale's vehicle replacement plan.

2. A new Exhibit C, Scope of Work and Fee Schedule for Law Enforcement Vehicles Maintenance and Repair Services, attached hereto as Exhibit 1 is hereby added to the Agreement.

3. Effect of Amendment. In all other respects, the Agreement is affirmed and ratified and, except as expressly modified herein, all terms and conditions of the Agreement shall remain in full force and effect.

4. Conflict of Interest. This First Amendment and the Agreement may be canceled by either party pursuant to ARIZ. REV. STAT. § 38-511.

5. Counterparts. This First Amendment may be executed in any number of counterparts; all such counterparts shall be deemed to constitute one and the same instrument, and each of said counterparts shall be deemed original hereof.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the date of the last signature set forth below.

“Avondale”

“Litchfield”

CITY OF AVONDALE, an Arizona
municipal corporation

CITY OF LITCHFIELD PARK, an Arizona
municipal corporation

Mike Pineda, Mayor

Thomas L. Schoaf, Mayor

Date:_____

Date:_____

ATTEST:

ATTEST:

Marcella Sarmiento, City Clerk

Terri Roth, City Clerk

APPROVED AS TO FORM

Nicholle Harris, City Attorney

APPROVED AS TO FORM

Joseph D. Estes, City Attorney

EXHIBIT 1
TO
INTERGOVERNMENTAL AGREEMENT FOR LAW ENFORCEMENT SERVICES
BETWEEN
CITY OF AVONDALE
AND
CITY OF LITCHFIELD PARK

[Exhibit C - Scope of Work and Fee Schedule for Law Enforcement Vehicles
Maintenance and Repair Services]

See following pages.

Scope of Work and Fee Schedule for Law Enforcement Vehicles Maintenance and Repair Services

1. Types of Service: Avondale will provide preventative maintenance and repair services to Litchfield-owned law enforcement vehicles with the same standard of care that Avondale provides for its own vehicle fleet.

Avondale shall be the exclusive preventative maintenance and repair services provider for police service vehicles, which shall be maintained and repaired by Avondale in the same manner that Avondale services its own police vehicles.

2. Preventative maintenance service on each vehicle includes a multi-point inspection per manufacturer's recommendation, check and top off all fluids, change engine oil, change engine oil filter, clean engine air filter or replace if needed, replace cabin air filter if needed, lubricate all points, rotate tires, inspect brake system, inspect wiper blades and replace if needed, transmission service if needed (based on mileage), coolant service if needed (based on mileage), hydraulic system service if needed (based on mileage, if applicable), and drain and refill differentials (based on mileage). All required labor, fluids, filters, and parts will be billed at the rates listed below. Actual labor time will be billed to the 100th of an hour. Full synthetic oil of the grade specified by the vehicle manufacturer will be used for all oil changes. Avondale will provide the same level of service and use the same quality of fluids and filters that is uses on its own fleet.

3. Repairs include anything not covered in preventative maintenance and shall be billed for actual time as set forth in the table below. Actual labor time shall be billed to the 100th of an hour.

Sublet includes all repairs or warranty work performed by a third-party vendor. Work shall be billed at the vendor's cost plus markup indicated in the table below.

An expenditure limit of \$1,500 per service order is pre-approved by Litchfield to allow Avondale to expedite preventative maintenance or repair services. Any expense beyond \$1,500 shall require approval by Litchfield before work proceeds.

4. Fee Schedule: All cost for labor, parts, sublets, fluids and tires shall be charged according to the City of Avondale Public Works Fleet Services Division fee schedule, which shall be the same fee schedule used by Avondale to charge services for Avondale-owned vehicles.

The fee schedule for maintenance and repairs of Litchfield vehicles shall be as follows:

Shop Labor Rate	\$158.32 per hour
Fluids and Parts	Actual cost plus 10%
Tires	Actual cost plus 10%
Vendor sublets	Actual cost plus 16%