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Tuesday, September 12, 2024

7:00 PM

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

## I. Call to Order

1. The agenda and packet are available at: [www.litchfieldpark.gov](http://www.litchfieldpark.gov)
2. A video recording of the meeting can be seen [here](#) 24 hours after the meeting.

## II. Pledge of Allegiance

## III. Call to the Community

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

## IV. Response to Call to the Community

## V. Staff Reports

### A. Community and Recreation Services Monthly Report

Presenter: **Tricia Kramer, Director of Community and Recreation Services**

Ms. Kramer will provide this report, which may include information on the following items:

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

### B. Public Works Monthly Report

Presenter: **Kyle Ames, Director of Public Works**

## VI. Business

### A. Approval of Minutes

Presenter: **Tricia Kramer, Director of Community and Recreation Services**

Discussion and possible action to approve the August 8, 2024, regular meeting minutes.

### B. Storywalk Project

Presenter: **Andi Phillips, RPG Vice Chairperson**

Discussion about the StoryWalk® concept as a potential project to recommend for the Hilltop.

## VII. Commissioners Report on Current Events

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

## VIII. Topics for Referral to City Council

## IX. Adjournment

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Anthony Taddei, Chairperson

### Affidavit of Posting

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

1. City Hall outside bulletin board
2. City Website

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Tricia Kramer, Staff Liaison

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

**To:** RPG Chairperson and Commissioners  
**From:** Tricia Kramer, Director of Community and Recreation Services  
**Meeting Date:** 09/12/2024

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**AQUATICS:**

- Effective Tuesday, Sept. 3, the Rec Center pool is closed to the public until next summer.
- The Odyssey Swim Team is holding their practices and home meets for the season at the Rec Center Pool. Their season runs through the first week in November.
- We continue to receive requests for private pool party reservations. Staff have decided to allow private parties at the pool through October 31 with paid lifeguard coverage.

**PRESCHOOL:**

- Our Preschoolers began their 24/25 school year on August 5. They are off to a great start and have been learning about making friends, sharing, and expressing their feelings.
- Our Arizona Department of Health Services (ADHS) licensing inspection took place on August 21. All went well and we received positive feedback.
- We are still working to fill several openings in our Adventures in Learning class, which is for the younger 3 to 4 year olds.

**COMMUNITY SERVICES:**

- The next flag raising ceremony is scheduled on September 18 at 8:15am to honor the U.S. Air Force. The ceremony will be held on the front lawn of City Hall. We expect a good showing from Luke Air Force Base and encourage community members to attend the ceremony to show their support.
- Staff are working on the Fall *CityLine* newsletter, which will be published the first week of October.

**SPORTS:**

- Coach Pitch games began the first week of September. The kids are having a great time so far.
- September group tennis lessons are full. There are a total of 40 kids participating.
- B.E.S.T.'s fall pickleball classes began on September 7. There are a total of 24 kids enrolled in the classes.
- Skyhawks did not have enough field hockey registrations to hold their classes, but their sand volleyball classes at Aleppo Park started on September 7. There are 7 participants.
- We have 561 kids registered in our Fall Sports Leagues: 301 in basketball, 160 in tee ball, and 100 in flag football. We are still filling a few open spots in basketball.

**SPECIAL EVENTS:**

- Our Fall Movie Nights at Jackie Robinson Ballfield are scheduled:
  - September 28 - *Migration*
  - October 12 - *Inside Out 2*
  - October 26 - *Hotel Transylvania 4: Transformania*
- A Community Affair Farmers Market plans to start their weekly farmers market on October 5. They will be set up in the south lot of the Rec Center starting October 5. If the market is successful, they will shift to Litchfield Square Park once it opens.
- Tickets for our October 5 [RetroByte Night](#) are on sale now. 80s tribute band [Radio Dayz](#) will be performing live at the event. Tickets are \$25/pp online or \$30/pp at the gate.

- Staff continue to plan for the FY25 Special Events season. Information and updates about our events can be found at [litchfieldpark.gov](http://litchfieldpark.gov).
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**To:** Recreation and Public Grounds Commission  
**From:** Kyle Ames, Director of Public Works  
**Meeting Date:** 09/12/2024

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**MAINTENANCE:**

- Right-of-way trimming is done on a bi-weekly maintenance schedule.
- Mowing of turf is done weekly and manicuring of turf is done bi-weekly.
- Trees and turf are watered regularly.
- Irrigation maintenance is done regularly.
- Spraying for weed control as needed.
- Street sweeping is scheduled in sections and done weekly.
- Tierra Verde Lake is monitored and cleaned out weekly.

**CURRENT PROJECTS:**

- Downtown palm lighting repair and replacement is complete.
  - The library lawn gazebo has been repaired and the top replaced.
  - The Wigwam landscape project just east of Turtle Park is complete. Staff added 45 new plants and 35 tons of Maddison Gold gravel to the area.
  - Staff is working on the new Palo Verde and Redondo median. The current median has loose gravel and no irrigation. Staff has contracted Achen Gardner to install new curb, turf, trees and a new water meter for the area. Anticipated completion is 3--4 weeks.
  - Staff is working on adding 30-35 Hopseed shrubs along the north wall of Scout Park. Staff received multiple concerns about privacy issues along this area.
  - Staff are working on plant replacement along Litchfield Rd. inside the new development. The city lost plants along this area due to heat and drought issues this summer.
  - City park and right of way overseeding will begin on September 23rd if weather permits.
  - WCA continues the California fan palm trimming. WCA is about 2 weeks behind due to the recent monsoon storm damages that occurred at the beginning of August.
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**RECREATION AND PUBLIC GROUNDS  
COMMISSION COMMUNICATION**

Business VI. A.  
Approval of Minutes

To: Recreation and Public Grounds Commission  
From: Tricia Kramer, Recreation & Community Services  
Meeting Date: 09/12/2024

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**RECOMMENDED MOTION:  
MOVE TO APPROVE THE AUGUST 8, 2024, REGULAR MEETING MINUTES**

**BACKGROUND/DISCUSSION:**  
None

**STAFF RECOMMENDATION:**  
Staff recommends approval.

**FINANCIAL IMPACT:**  
None

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**Attachments**

08.08.24 Minutes DRAFT

# DRAFT



Recreation and Public  
Grounds Commission  
Regular Meeting  
Minutes

City Hall Conference Room  
214 W. Wigwam Blvd.  
Litchfield Park, AZ 85340

Tuesday, August 8, 2024

7:00 PM

Present: Chair Anthony Taddei; Vice Chair Andrea Phillips; Commissioner Brian Culbreth; Commissioner Brian Faith; Commissioner Susan Fix; Commissioner Adam Schwartz

Absent: Commissioner Christoph Gerz

Staff: Tricia Kramer, Director of Community & Recreation Services; Kyle Ames, Public Works Director; Randy Proch, City Planner

## I. Call to Order

The meeting was held in the City Hall Conference Room and called to order at 7:00 p.m. by Chairperson Taddei. A complete recording of the meeting can be seen [here](#).

## II. Pledge of Allegiance

The Pledge of Allegiance was led by Chairperson Taddei.

## III. Call to the Community

There were no requests to speak.

## IV. Response to Call to the Community

There were no requests to speak at the June 13, 2024, meeting.

## V. Staff Reports

### A. Community and Recreation Services Monthly Report

Ms. Kramer reviewed her written report. She shared that a new stationary bike was ordered for the weight room at the Rec Center. Two new soccer goals were also purchased and installed at Camelback Park. Finally, she shared that tickets for the October 5th RetroByte 80's Night at The Wigwam are now available.

### B. Public Works Monthly Report

Mr. Ames reviewed his written report. He added that the "LP" lettering has been added back in at the lake with lantana and gravel. He also clarified that the bollards being added around the lake will be along the shoreline, not the walking path. This is being done for added safety at the lake.

## VI. Business

### A. Approval of Minutes

**APPROVED**

**MOVE TO APPROVE THE JUNE 13, 2024, REGULAR MEETING MINUTES**

**MOVER** Commissioner Brian Faith, **SECONDER** Commissioner Adam Schwartz

AYE: Chair Anthony Taddei, Vice Chair Andrea Phillips, Commissioner Brian Culbreth, Commissioner Brian Faith, Commissioner Susan Fix, Commissioner Adam Schwartz

#### **B. Yard of the Quarter Selection**

**APPROVED**

Ms. Kramer shared the results of the votes. 491 E Cascada Rd. was the winning home for the second quarter of 2024. Ms. Kramer will notify the homeowners. Discussion was also held regarding changing the quadrant and element pairings, so there is continued variety in the nominations.

#### **MOVE TO EVALUATE QUADRANT 3 WITH A FOCUS ON ENTRYWAYS FOR THE THIRD QUARTER OF 2024**

**MOVER** Vice Chair Andrea Phillips, **SECONDER** Commissioner Brian Culbreth

AYE: Chair Anthony Taddei, Vice Chair Andrea Phillips, Commissioner Brian Culbreth, Commissioner Brian Faith, Commissioner Susan Fix, Commissioner Adam Schwartz

#### **C. Playground Shade Structures**

**APPROVED**

Mr. Ames presented Staff's proposed shade structures for Turtle Park and Village Park.

#### **MOVE TO RECOMMEND APPROVAL OF THE TURTLE PARK AND VILLAGE PARK PLAYGROUND STRUCTURES TO COUNCIL AS PRESENTED**

Commissioner Schwartz abstained.

AYE: Chair Anthony Taddei, Vice Chair Andrea Phillips, Commissioner Brian Culbreth, Commissioner Brian Faith, Commissioner Susan Fix

#### **D. Litchfield Square Park Update**

**DISCUSSED**

Mr. Proch provided an update on the plans for Litchfield Square Park. He thanked the Commissioners for their recent input on the playground equipment and confirmed that the order has been finalized.

#### **E. Update on the Hilltop**

**DISCUSSED**

Mr. Proch provided an update on the proposed plans for development of the Hilltop. He informed the Commissioners that these plans are in the very early conceptual stages and subject to change. He asked the Commissioners for their input regarding recreational amenities and programming they would like to see at the Hilltop. Discussion was held. Overall, the Commissioners are leaning towards a quiet park setting with pathways or a shaded trail system, desert botanical or xeriscape elements, sitting areas, small concerts at the bandstand, and a small playground area.

#### **F. Public Basketball Courts in Litchfield Park**

**DISCUSSED**

Ms. Kramer provided a brief update on this matter. Staff reviewed the current IGA between the Dysart Unified School District and the City of Surprise regarding shared use of facilities by the parties. There is no reference to public use or public access to school grounds or basketball courts. Staff will reach out to the City of Surprise for clarification. Staff will also follow up again with Litchfield Elementary School District about the conflicting information we have received about public access to the outdoor courts at Litchfield Elementary School.

#### **VII. Commissioners Report on Current Events**

Commissioner Schwartz reported that his family is excited for the upcoming kids triathlon and all the activities that take place in the fall.



Commissioner Culbreth complimented the Staff on a well-run Lagartos swim season. Vice Chair Phillips enjoyed the tour of Litchfield Square Park and was excited to see the progress up close. Chairman Taddei was disappointed to miss the Litchfield Square Park tour and hopes we can get another tour scheduled in September. Commissioner Faith thanked Randy Proch for his presentations and for keeping the Commissioners involved in the process. Commissioner Fix would also like to attend any additional tours that are planned for Litchfield Square and the Hilltop. She appreciated the presentations.

**VIII. Topics for Referral to City Council**

Staff will provide the Commission's shade structure recommendations for Turtle Park and Village Park to City Council.

**IX. Adjournment**

The meeting was adjourned at 8:17 p.m.

**MOVER** Commissioner Adam Schwartz, **SECONDER** Commissioner Brian Faith

AYE: Chair Anthony Taddei, Vice Chair Andrea Phillips, Commissioner Brian Culbreth, Commissioner Brian Faith, Commissioner Susan Fix, Commissioner Christoph Gerz, Commissioner Adam Schwartz

**APPROVED:  
RECREATION AND PUBLIC GROUNDS COMMISSION**

\_\_\_\_\_  
Anthony Taddei, Chairperson

**Affidavit of Posting**

I, Tricia Kramer, hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular meeting of the Recreation and Public Grounds Commission of the City of Litchfield Park held on August 8, 2024. I further certify that the meeting was duly called and held and that a quorum was present.

\_\_\_\_\_  
Tricia Kramer, Staff Liaison



**RECREATION AND PUBLIC GROUNDS  
COMMISSION COMMUNICATION**

Business VI. B.  
Storywalk Project

To: Recreation and Public Grounds Commission  
From: Tricia Kramer, Recreation & Community Services  
Meeting Date: 09/12/2024

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**RECOMMENDED MOTION:**

N/A

**BACKGROUND/DISCUSSION:**

Vice Chairperson Andi Phillips will introduce the StoryWalk® concept to the Commissioners for consideration as a potential project that can be recommended for the Hilltop.

**STAFF RECOMMENDATION:**

N/A

**FINANCIAL IMPACT:**

N/A

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**Attachments**

Literacy Among The Leaves Article



CHILDREN'S

## Literacy Among The Leaves: Everything You Want To Know About StoryWalks

StoryWalks are an excellent family activity that combine movement with reading. Here's how to start one for your community.

Ashlie Swicker Dec 21, 2021

### What is a StoryWalk?

A StoryWalk is a movement and literacy boosting project that places an illustrated children's book, taken apart and displayed page by page, along a walking route in your community. Anne Ferguson, the genius behind the StoryWalk concept, sums it up nicely with these sentences, which she asks to be posted when creating your own StoryWalk: "The StoryWalk® Project was created by Anne Ferguson of Montpelier, VT and developed in collaboration with the Kellogg-Hubbard Library. Storywalk® is a registered service mark owned by Ms. Ferguson."



When Anne Ferguson was working with the Vermont Department of Health, she created The StoryWalk® Project as a way to convince families to get outside and be active while engaging with literacy. She was on the hunt to create something that required the adults to be active alongside children, with no financial limitations that would leave some families out. StoryWalk was born.

What does this actually look like? The creator literally takes a book apart and displays it outside, one page at a time, in the correct order. Ms. Ferguson shares tips for her preferred supplies in the [StoryWalk FAQ \(https://33dad4b7-7401-4dae-b26d-cbd0aa5ca53c.filesusr.com/ugd/0f622b\\_e1b3745b5e75441fa50ba88274da79fb.pdf\)](https://33dad4b7-7401-4dae-b26d-cbd0aa5ca53c.filesusr.com/ugd/0f622b_e1b3745b5e75441fa50ba88274da79fb.pdf), but I have seen StoryWalks displayed in a variety of ways. From pages attached to fences to fancy podium-style boxes with plexiglass lids, the possibilities are vast, but the outcome is the same: people are encouraged to continue walking to find the next page of the book. There is literacy, there is nature, there is movement. Win, win, win.

### **Where do you put a StoryWalk?**

The original goal for The StoryWalk Project was to have stories placed outside in nature. Public walking trails are a natural and obvious place to start, but the project has expanded to include city settings such as main street businesses and school playgrounds. If you consider that the aim is to have families moving outside, any safe route that lets you space out pages can be used. In my city, I've spotted books spaced along the walking trail

that circles a local pond, and around the circumference of our city-owned working apple orchard.

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There are, of course, practical considerations that need to be addressed. Spaces that take a hard hit from the elements (super high winds, for example) are not ideal. Anne Ferguson hilariously shares these tips for avoiding damage caused by humans in her [StoryWalk History](https://33dad4b7-7401-4dae-b26d-cbd0aa5ca53c.filesusr.com/ugd/0f622b_fa5c4096972d49a9ae03dd3dd01cff00.pdf) ([https://33dad4b7-7401-4dae-b26d-cbd0aa5ca53c.filesusr.com/ugd/0f622b\\_fa5c4096972d49a9ae03dd3dd01cff00.pdf](https://33dad4b7-7401-4dae-b26d-cbd0aa5ca53c.filesusr.com/ugd/0f622b_fa5c4096972d49a9ae03dd3dd01cff00.pdf)):

*“Vandals are a recurring challenge. They seem to be threatened by a story about Gossie, a small duck who has misplaced his red rubber boots. A range of approaches has been used to address this issue, some with greater success than others. The Velcro® makes it easy to take down the pages before dark and post them again in the morning. Vandals prefer the cover of darkness.”*

### How do you make a StoryWalk?

The creation of a StoryWalk is deceptively easy, but there are some particulars that make all the difference in success rates. Copyright laws allow you to use existing books you have purchased, but you cannot enlarge or alter the text in any way, so the move is to carefully dismantle the book itself. After you have your pages, they need to be backed on something stiff (card stock is a favorite) and, most importantly, laminated. Anne Ferguson, in her StoryWalk FAQ page, gives amazing detail into how she prepares books to be displayed. A wide margin of laminate and extremely strong velcro seem to be key components.

### What books are good for a StoryWalk?

There is a lot to consider when choosing a title. It's important to have engaging illustrations and pages that don't include too much text. A plot-driven story that will motivate the families to find the next page is extremely helpful. Different communities and even areas within your community might have different literacy needs, including languages spoken and messages conveyed.

There are a few instances in the Northeastern U.S. of StoryWalk libraries, where community organizations can borrow titles already prepared for StoryWalk. The Massachusetts Department of Early Education and Care has five resource centers with StoryWalk books available. Anne Ferguson herself has a collection of books available to borrow for up to two weeks, which are let through the [Kellogg-Hubbard Library](https://www.kellogghubbard.org/storywalk) (<https://www.kellogghubbard.org/storywalk>) in Montpelier, Vermont.

### Looking to install a StoryWalk in your community?

1. Start with your basics. Who will be paying for this? Who will be in charge of routine upkeep? Once you have these details, it'll be easier to get others onboard. Great places to look for partners include your public library or your local recreation

department. Boston Children’s Museum has an amazing, in-depth brochure that includes extensive how-tos on sponsoring a StoryWalk, as well research into early literacy and the benefits of StoryWalks, which could be helpful in making your pitch. [Check out the brochure, titled Take A Hike! Building Literacy Skills Through StoryWalk, here.](#)

2. Next, choose the venue. This is where conversations with local officials and stakeholders can really help. Will this be deep in nature or along a well-traveled sidewalk? Target audience, time of year, and community support will all play into this decision.

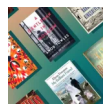
3. Now, decide on your method of display. If you’re on a walking trail, you might go with stakes and Velcro. If you’re in a city space, store windows might be the move. Your budget, venue, and ability to commit to routine upkeep will help you decide which display method will work best.

4. Finally, you choose a title! Keep in mind things such as the languages spoken by the people who travel this route, manageable text length, and engaging illustrations. You might decide to outsource and borrow a title already prepared from one of the libraries of StoryWalk books, or create your own using a book specially chosen for your community.

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Hopefully you’ve found some tips to help you better understand StoryWalks, and maybe even been inspired to sponsor one of your own!

### **You Might Also Like**



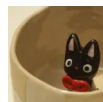
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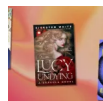
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