

**CITY OF BUCKEYE
Regular Council Meeting
COUNCIL ACTION REPORT**

MEETING DATE: 05/05/26	AGENDA ITEM: 4.D. CSD - Change Order #2 for Cooperative Contract Purchase Addendum 2025151 with Saguaro Summit LLC, dba Christmas Light Decorators for holiday light displays across City facilities and parks.
DATE PREPARED: 05/04/26	DISTRICT NO.:
STAFF LIAISON: Kelby Mieras, Deputy Director of Community Services, kmieras@buckeyeaz.gov, (623) 349-6617	
DEPARTMENT: Community Services	AGENDA ITEM TYPE: Consent Agenda Items / New Business

ACTION/MOTION: (This language identifies the formal motion to be made by the Council)
Council to take action on Change Order No. 2 to the Cooperative Contract Purchase Addendum (CCPA No. 2025151) between the City of Buckeye, an Arizona municipal corporation, and Saguaro Summit LLC dba Christmas Light Decorators, an Arizona limited liability company, related to the lease, installation and removal of holiday lights and decorations throughout Buckeye; and authorize the City Manager to execute and deliver said Change Order on behalf of the City of Buckeye.

GOALS AND OBJECTIVES FOR THE STRATEGIC PLAN FOCUS AREAS:
Economic Growth

SUMMARY

PROJECT DESCRIPTION:

Approval of this change order will allow for holiday light displays throughout the city, including parks and facilities to create a more cohesive hometown holiday theme. Displays include building lights, tree lights, physical props with interactive displays, holiday tree and photo pods. The initial contract with this vendor only captured FY2026 expenses, so the change order will allow the city to utilize an extension on a cooperative contract and will cover all expenses for FY2027.

This contract will be shared between Community Services and Public Works Facilities division. When obtaining pricing for our budget requests, it was realized that there was a cost increase to these displays which required an increase to the contracted amount.

BENEFITS:

This change order will provide holiday decorations throughout areas of Buckeye and create a cohesive display across our city parks and facilities. These holiday displays have been an attraction for our Buckeye residents and surrounding communities and promotes a festive atmosphere and family friendly experience.

FUTURE ACTION:

CSD plans to work with our Procurement department to conduct a Request for Proposal for these light displays which will allow the City to negotiate our own pricing structure based on our unique needs and will lock that pricing in for a duration of time via the contract.

FINANCIAL IMPACT STATEMENT:

The change order will increase the not to exceed amount to \$1,617,000 from \$950,000 and will cover all FY27 expenses. The total cost of holiday lights and décor comes out of the Marketing and Tourism budget and is generated by the transient tax. Funds are allocated each year for holiday lights and displays.

CURRENT FISCAL YEAR TOTAL COST:

The existing contract is for \$950,000 and these funds have already been expended. There will be no further financial impact to the budget regarding this line item for FY2026, however, the FY2027 budget includes \$670,000 for the holiday lights and banner installations along Monroe Avenue.

BUDGETED:

Yes

FISCAL YEAR:

2027

FUND/DEPARTMENT:

Communications | Marketing and Tourism | 30751188-520011

Items related to a project or facility location must include an attached vicinity map for Council Review.

ATTACHMENTS:

[2025151.pdf](#)