

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

MEETING DATE: 07/07/26	AGENDA ITEM: 4.E. DS - General Plan Update Contract
DATE PREPARED: 07/07/26	DISTRICT NO.:
STAFF LIAISON: Mandy Woods, Principal Planner, swoods@buckeyeaz.gov, (623) 640-6093	
DEPARTMENT: Development 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 draft Contract No. 32600247 between the City of Buckeye, an Arizona municipal corporation, and a firm that will be selected through the ongoing General Plan Update Request for Qualifications (RFQ) process; and, once a firm is awarded the project, authorize the City Manager to approve the final version of Contract No. 32600247 between the City of Buckeye and the selected firm, provided the total contract amount is \$750,000 or less.

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

SUMMARY

PROJECT DESCRIPTION:

The Arizona Revised Statutes require municipalities to prepare a comprehensive General Plan describing the municipality's vision, goals, and policies addressing several topics or "elements," including land use, parks and open space, water and wastewater, public safety, economic development, transportation, sustainability, and more. Every ten years, the General Plan must be ratified by voters. The City's current General Plan, Imagine Buckeye 2040, was adopted by City Council in April 2018 and ratified by voters in August 2018. Buckeye has continued to grow significantly since 2018, and a major update - and subsequent voter ratification - to the City's General Plan is due in 2028. Though Development Services will take the lead on project management, the General Plan is a critical visioning document for all City departments. Given the scale of the effort, it is important to start the process early to maximize citizen involvement, ensure strong community support, and meet statutory deadlines. The General Plan Update RFQ 32600247 was issued on May 20, 2026, and submittals from firms are due June 18, 2026. Following the evaluation process, it is anticipated that a firm will be selected in July or August 2026. Provided Council approves the proposed not-to-exceed amount, the City Manager will be authorized to approve the final version of Contract No. 32600247 - with a total contract amount of \$750,000 or less - between the City of Buckeye and the selected firm.

BENEFITS:

The approval of the not-to-exceed contract amount of \$750,000 will allow project work to commence in a timely manner after a firm is selected, which is crucial for a project of this scale and complexity. Approval of the proposed not-to-exceed project amount will allow for a comprehensive General Plan scope of work and diverse public participation process commensurate with Buckeye's size and continued growth.

FUTURE ACTION:

The General Plan Update planning process will involve a diverse public participation plan, including but not limited to, community workshops, charettes, stakeholder meetings, focus group meetings, in-person and digital engagement tools, and numerous workshops with both Council and Planning and Zoning Commission. The final updated General Plan will proceed to adoption hearings in 2028, followed by voter ratification.

FINANCIAL IMPACT STATEMENT:

Approval of this not-to-exceed contract amount will authorize expenditure of up to \$750,000 on the future executed Contract No. 32600247. The \$750,000 amount will come from the Development Services Department Planning Division budget. \$450,000 is budgeted for fiscal year 2027, and the remainder will be requested and allocated in the following fiscal year's budget.

FINANCIAL IMPACT STATEMENT:

N/A

CURRENT FISCAL YEAR TOTAL COST:

\$450,000

BUDGETED:

Yes

FISCAL YEAR:

FY 26/27 and FY 27/28

FUND/DEPARTMENT:

Supplemental - Professional Services, Fund Code: 10005183-530037

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

ATTACHMENTS:

[RFQ No. 32600247 - General Plan Update.pdf](#)