

CITY OF BUCKEYE
Regular and Special Council Meeting
COUNCIL ACTION REPORT

MEETING DATE: 06/03/25	AGENDA ITEM: 4.C. FIN - Approval and Authorization of Contract Changes for Anticipated Expenditures
DATE PREPARED: 06/02/25	DISTRICT NO.: All
STAFF LIAISON: William Kauppi, Chief Financial Officer, wkauppi@buckeyeaz.gov, (623) 349-6161	
DEPARTMENT: Financial 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 to take action to authorize the City Manager or their designee to execute and deliver contract changes to the contracts identified in the attached list as may be required for anticipated expenditures under those agreements.

SUMMARY

PROJECT DESCRIPTION:

Finance is requesting pre-authorization from Council as required by Chapter 24, Article 24-1, Section 24-1-8 of the City Code for purchases exceeding \$250,000.00 or in excess of 10% of previously approved purchases by Council for the contracts identified in the attached list up to the new not-to-exceed amounts listed. By approving this action, Council authorizes the City Manager or designee to make future amendments to the not-to-exceed amounts on these contracts up to the values listed.

Note: Due to document volume, the referenced contracts on the attached list have not been uploaded into Granicus. The current versions of these contracts are on file in the City Clerk's Office.

BENEFITS:

Previously, departments did not conduct contract-specific fiscal year spending projections. This resulted in unanticipated delays in the expenditure of already appropriated funds due to the requirements outlined in the City code above, and each department was required to bring each contract individually before Council for approval.

This pre-authorization will assist with quicker execution and delivery of City operations and priorities. This action will also eliminate duplicative administrative burden for the separate consideration of each of these agreements as separate Council actions.

FUTURE ACTION:

The City Manager or their designee will execute change orders to the contracts identified in the attached list up to the new not-to-exceed amounts listed as required for the delivery of goods and services under the scope of those agreements.

FINANCIAL IMPACT STATEMENT:

This action does not bind the City to any costs. The authorized contract changes are for not-to exceed approval authority and future expenditure under the contracts will be encumbered upon issuance of a purchase order drawing from appropriated budgets.

CURRENT FISCAL YEAR TOTAL COST:

As funded and appropriated.

BUDGETED:

Yes

FISCAL YEAR:

2026

FUND/DEPARTMENT:

Various

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

ATTACHMENTS:

[Copy of Contract List and Not-To-Exceed Amounts.pdf](#)