

Minutes for the Keep Saginaw Beautiful Board

333 West McLeroy Boulevard, Saginaw, Texas 76179

August 25, 2025, 6:03 PM - August 25, 2025, 6:35 PM

Present at the meeting:

Member	Place No. 1	Lisa Reames
Member	Place No. 2	Pamela Macy
Member	Place No. 3	Melissa Gorton
Member	Place No. 4	Brian Thompson
Member	Place No. 5	Emily Stults
PW Admin. Coordinator/Staff Liaison		Luisa Pina
Director of Economic & Community Engagement Pedro Zambrano		

Absent for the meeting:

Member	Second Alt.	Allen Watson
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1. Call to Order

1.A. Call to Order -- Chairman- 6:03 PM

Vice Chairman Reames called roll. The quorum will consist of Chairman Reames, Vice-Chairman Gorton, Member Macy, Thompson, and Stults.

Chairman Reames called the meeting to order at 6:03 P.M.

1.B. Audience Participation

Chairman Reames explained the procedure of audience participation. There was no audience participation on this meeting.

1.C. Approval of Minutes

A motion was made by Vice-Chairman Gorton with a second from Member No. 2, Pamela Macy, to approve the minutes as presented. Motion carried unanimously.

2. Business

2.A. Discussion and Action Regarding the Yard of the Month Nominations for the Month of August -- Luisa Pina -- Staff Liaison

Staff liaison presented the Board with the Yard of the Month nominations for the month of August.

After review of submissions, a motion was made by Vice-Chairman Gorton with a second by Member No. 4, Brian Thompson, to award Yard 1 and 4 of the submissions presented for the month of August. Motion carried unanimously.

2.B. Discussion and Action Regarding the Keep Saginaw Beautiful Photo Area at the 2025 Train & Grain Festival -- Pedro Zambrano -- Director of Economic & Community Engagement

Director of Economic and Community Engagement, Pedro Zambrano, introduced the agenda item by providing context on the Train and Grain Festival's event preparation and activities. He shared that the city's event preparation committee is requesting that the Keep Saginaw Beautiful Board sponsor a photo area at the festival. In addition, the planning team would like to invite Board representatives to attend the festival and promote the Board's initiatives.

Reference images of the proposed booth setup were presented to the Board. Director Zambrano explained that the planning committee is requesting funds to purchase an 8x8 pallet backdrop for the photo booth, along with decoration supplies. A quote was presented from Royal Wood Products for two pallet options:

- Unstained 8x8 pallet with hinges – \$375
- Stained 8x8 pallet with hinges – \$550

In addition, the committee is requesting \$300 for supplies to decorate the pallet and complete the photo booth elements. Zambrano clarified that, regardless of which pallet option is chosen, the pallet must be stained. The Board could either select the higher-priced stained pallet from the vendor or choose the unstained pallet and purchase staining supplies for staff to complete the work.

Vice Chairman Gorton inquired about storage for future use. Director Zambrano confirmed that the pallet and supplies would be stored for future Train and Grain Festivals and could also be used at other events if the Board chose to participate. Board members discussed the advantages of having the vendor stain the pallet to reduce staff preparation time, as well as the logistics of Board representation at the booth during the festival.

A motion was made by Vice Chairman Gorton, with a second from Member No. 4, Thompson, to approve a budget of no more than \$850 for the purchase of a \$550 stained 8x8 pallet and \$300 of supplies for the 2025 Train & Grain Festival photo boot. Motion carried unanimously.

3. Public Hearings

4. Staff Reports

4.A. Expenditure Fund Report

Staff Liaison Pina introduced the item and reported that the Donation Fund Balance totaled \$148,873.19 as of August 1, 2025. She then presented a summary of expenditures for the month of July, which included:

- \$3,826.66 – mowing of the right-of-ways along Blue Mound Road and Saginaw Boulevard
- \$219.36 – gift cards for the Yard of the Month contest
- \$92.52 – tree root stimulants to support previously planted trees

Pina concluded the report by informing the Board that a total of \$67,236.91 from the 2024-2025 budget had been spent to date.

4.B. Future Agenda Items

Vice-Chairman Gorton requested to have a future agenda item to discuss the Keep Saginaw Beautiful Board booth at the 2025 Train & Grain Festival. Chairman Reames also requested to have a future report on the current available and adopted spots for the Adopt-A-Spot program.

5. Adjournment

A motion was made by Vice-Chairman Gorton, with a second by Member Thompson, to adjourn the meeting. Motion carried unanimously.

Chairman Reames declared the meeting of August 25, 2025, closed at 6:35 P.M.

APPROVED:

Lisa Reames, Chairman

ATTEST:

Luisa Pina,

Public Works Admin. Coordinator/Staff Liaison