



**City of Saginaw**  
Meeting and/or Executive Session Agenda

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Tuesday, February 17, 2026, 6:00 PM  
Council Chamber  
333 West McLeroy Boulevard  
Saginaw, Texas 76179

In accordance with Section 551.043 of the Texas Government Code, this agenda has been posted at Saginaw City Hall, and distributed to the appropriate news media within the required time frame. All meetings of the Saginaw City Council are open to the public. Public participation and written comments are invited on all open session business items.

The Mayor and City Council request that all cell phones and pagers be turned off or set to vibrate. Members of the audience are requested to step outside to respond to a page or to conduct a phone conversation. The City Hall is wheelchair accessible and special parking is available on the east side of the building. If special accommodations are required please contact the City Secretary a minimum of 72 hours in advance at 817-232-4640.

### **1. Call To Order**

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1.A. Call To Order -- Todd Flippo, Mayor

1.B. Pledges--Pledge of Allegiance to the United States; Pledge of Allegiance to the State of Texas--  
"Honor the Texas Flag; I pledge allegiance to thee, Texas, one State under God, one and indivisible"

1.C. Invocation--Dr. Mark Towns, First Baptist Church

1.D. Audience Participation--Anyone wishing to speak during the discussion of an item listed on the agenda must complete an audience participation form. These forms are located by the Police Chief. After completing the form, give it to the City Secretary. She will give it to the Mayor. The Mayor will call on you when that item is discussed. You will have three (3) minutes to make your comment

### **2. Consent Agenda**

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All items listed are part of the Consent Agenda. Public hearing and review are held collectively unless opposition is presented, in which case the contested item will be heard separately.

2.A. Action regarding Minutes from the February 3, 2026, meeting--Vicky Vega, City Secretary

2.B. Action regarding Aquatic Center Repairs/Improvements--Vickie Weldon, Recreation Service Manager

2.C. Action regarding a Resolution declaring intent to reimburse an amount not to exceed \$4,200,000 for certain capital expenditures with proceeds from debt; and placing time restrictions on the issuance of tax-exempt obligations.

2.D. Action regarding the purchase of Right-of-Way Easement and Real Property located at the intersection of McLeroy Blvd & Saginaw Blvd from "Seller" Dick Elkins--Bryn Meredith, City Attorney

### **3. Proclamations-Presentations**

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3.A. Recognitions/Presentations--Gabe Reaume, City Manager

3.B. Presentation on Professional Services--City Staff

**4. Business**

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4.A. Consideration and Action regarding award of Bid for Municipal Engineering Services--Jarred Coursey, Asst. Director of Public Works

4.B. Consideration and Action Regarding Amendment #1 to an Individual Project Order (IPO) with Kimley-Horn and Associates, Inc. (KHA) for Final Design of McLeroy Boulevard Phase 3. --Trenton Tidwell, P.E. City Engineer

4.C. Consideration and action regarding Resolution No 2026-02, 2026 Work Plan--Gabe Reaume, City Manager

**5. Executive Session**

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The City Council may take action on any Executive Session item posted.

5.A. 551.071. Texas Government Code. Consultation with Attorney. The City Council may convene in executive session to conduct a private consultation with its attorney on any legally posted agenda item, when the City Council seeks the advice of its attorney about pending or contemplated litigation, a settlement offer, or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the provisions of Chapter 551, including the following items:

5.B. Any Item Posted

**6. Adjournment**

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6.A. Adjournment--Todd Flippo, Mayor

Date Posted: \_\_\_\_\_ Time: \_\_\_\_\_ By:

\_\_\_\_\_

Date Retrieved: \_\_\_\_\_ Time: \_\_\_\_\_ By:

\_\_\_\_\_



**A. Action regarding Minutes from the February 3, 2026, meeting--Vicky Vega, City Secretary**

Meeting	Agenda Group
Tuesday, February 17, 2026, 6:00 PM	Consent Agenda Item: 2A.
Reference File	
Community Goals	

**BACKGROUND/DISCUSSION:**

Draft minutes from the February 3, 2026, meeting.

**FINANCIAL IMPACT:**

N/A

**RECOMMENDATION:**

N/A

**Attachments**

[Draft Minutes--2-3-2026.pdf](#)

**\*\* The following document is a draft of the minutes and the not the official approved minutes \*\***

## **Minutes for the City Council**

333 West McLeroy Boulevard, Saginaw, Texas 76179

February 3, 2026, 6:00 PM

### **Present at the Meeting:**

- Todd Flippo, Mayor
- Paul Felegy, Mayor Pro-Tem, Place 1
- Nick Lawson, Place 2
- Valerie Junkersfeld, Place 3
- Brack St. Clair, Place 4
- Shawn Morrison, Place 5
- Mary Copeland, Place 6
- Bryn Meredith, City Attorney
- Gabe Reaume, City Manager
- Kim Quin, Finance Director
- Doug Spears, Fire Chief
- Russell Ragsdale, Police Chief
- Jarred Coursey, Asst. Director of Public Works
- Trenton Tidwell, P.E. City Engineer
- Pedro Zambrano, Director of Economic Development & Community Engagement
- Melanie McManus, Director of Human Resources
- Ellen Ritchie, Library Director
- Vicky Vega, City Secretary
- Jose Wheeland, Animal Service Supervisor
- Elizabeth Thorp, Fiance Manager
- Aleena Davis, Communication Specialist
- Kelly Henderson, Adoption and Rescue Coordinator
- Jannet Garcia, Animal Shelter Tech
- Breanna Farley, Senior Animal Service Officer
- Taylor Guadian, Animal Service Officer
- Vickie Weldon, Recreation Services Manager
- Kristi Haney, Children Services Librarian

### **Absent from the Meeting:**

- Randy Newsom, Director of Public Works

### **Visitors at the Meeting:**

- Pete Kelly
- Dan Dittsfurth
- Judy Deller
- Timothy Hamilton
- Jennifer Ripka

- Mark McLiney

## 1. Call To Order

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### 1.A. Call To Order -- Todd Flippo, Mayor

Mayor Flippo called the meeting to Order at 6:00 p.m.

1.B. Pledges--Pledge of Allegiance to the United States; Pledge of Allegiance to the State of Texas--"Honor the Texas Flag; I pledge allegiance to thee, Texas, one State under God, one and indivisible"

### 1.C. Invocation--Pastor Joe Rangel, SOBA Church

Mayor Flippo gave the invocation in absence of Pastor Joe Rangel.

1.D. Audience Participation--Anyone wishing to speak during the discussion of an item listed on the agenda must complete an audience participation form. These forms are located by the Police Chief. After completing the form, give it to the City Secretary. She will give it to the Mayor. The Mayor will call on you when that item is discussed. You will have three (3) minutes to make your comment

## 2. Consent Agenda

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**Motion was made by Councilmember Junkersfeld and seconded by Mayor Pro-tem Felegy to approve item 2A and 2B from the Consent Agenda. Motion carried Unanimously 7-0-0-0.**

### 2.A. Action regarding Minutes from the January 20, 2026, Council meeting--Vicky Vega, City Secretary

Council approved the minutes from the January 20, 2026, meeting.

This item was approved through consent.

### 2.B. Action regarding Approval for Weaver and Tidwell, LLP to perform the Fiscal Year 2025-2026 Audit--Kim Quin, Finance Director

Council approved Weaver and Tidwell, LLP to perform the Fiscal Year 2025-2026 Audit.

This item was approved through consent.

## 3. Proclamations-Presentations

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3.A. Presentation on Update on Comprehensive Action Plan for Safe Streets for All (SS4A) --Pete Kelly, P.E., Kimley-Horn

Pete Kelly, P.E. with Kimley-Horn, presented a Comprehensive Action Plan for Safe Streets for All (SS4A). Mr. Kelly highlighted some key points during his presentation:

- Why conduct a Comprehensive Safety Action Plan
- What is a Comprehensive Safety Action Plan
- Project Timeline
- Public Engagement: What to expect?
- Project website
- Pop up event

This item was for informational purposes and no action taken.

3.B. Presentation of the Government Finance Officers Association Distinguished Budget Presentation Award--  
Kim Quin, Finance Director

Kim Quin, Finance Director gave an overview of the Government Finance Officer Association (GFOA) Distinguished Budget Award. This award represents a significant achievement of the City, and It reflects the commitment of the City Council and staff to meeting the highest principles of governmental budgeting. In order to achieve the award, the budget document must meet fourteen mandatory criteria showing the document to be a policy document, a financial plan, an operations guide, and a communication device. Ms. Quin dedicated this year's award to Elizabeth Thorp, Finance Manager for her hard work a dedication. This is the 39th year that the City of Saginaw has received this award.

This item was for informational purposes and no action was taken.

3.C. Presentation of Annual Comprehensive Financial Report for the Fiscal Year Ended September 30, 2025--  
Kim Quin, Finance Director

Jennifer Ripka, a partner with Weaver and Tidwell, LLP presented to Council the Annual Comprehensive Financial Report for Fiscal Year End 2024-2025. The financial transactions of the City are reviewed by external auditors. The objective of the audit is to express an opinion as to whether the basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles, are free from material misstatement, and to report on the fairness of supplementary information when considered in relation to the basic financial statements as a whole. The audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as, the overall presentation of the financial statements.

This item was for informational purposes and no action taken.

3.D. 2026 Work Plan Workshop--Gabe Reaume, City Manager

City Manager Reaume gave a brief overview of the projects on the proposed 2026 Work Plan:

- Employee Personnel Manual Update (Carryover)
- 2026 Bond (Communication and Informational Awareness)

- Creation of "Friends of Parks" or other parks related non-profit
- Citywide Tree Assessment (Carryover)
- Update and Standardize Gateway/City Limits "Welcome" Monument Signs
- Strategic Plan Update
- Update of the Economic Development Plan (last adopted in 2016)
- Review a Street Maintenance Fee
- Update facility deposit fees, rental fees, and program offerings. (Recreation and Aquatics)
- Hotel Recruitment/Hotel Market Study
- Cyber Security Audit Risk Assessment
- Minimum Property Standards Compliance-Hotels

Council discussed adding a work plan update on the agenda on the second meeting of every month.

This item was informational and no action was taken.

### 3.E. Discussion regarding Hiring Policy for Staff--Shawn Morrison, Councilmember Place 5

Councilmember Morrison lead the discussion regarding the City's hiring policy for staff. He inquired whether the City currently has a formal hiring policy in place and asked for clarification on several components of the process. Specifically, his questions whether the policy outlines the required number of interviews to be conducted, the number candidates to be considered, and whether it includes guidelines for the posting and advertising of open positions. Mr. Morrison suggested that, if a formal policy is not currently in place, the City should consider creating one. He noted that establishing a standardized hiring policy would be beneficial in strengthening recruitment efforts.

City Manager Reaume gave a brief overview on the process and emphasized that managers have a choice on who they want to select for their department.

This item was for information purposes and no action was taken.

## 4. Business

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### 4.A. Consideration and Action regarding Ordinance No. 2026-03, Calling a Bond Election to be held on May 2, 2023--Gabe Reaume, City Manager

Council approved approved Ordinance No. 2026-03, Calling a Bond Election to be held on May 2, 2026.

The following Propositions will be on the Ballot:

Proposition A - THIS IS A TAX INCREASE; the issuance of bonds in the amount of \$38,000,000 for street improvements, with priority given to McLeroy Boulevard and Industrial Avenue, and the levy of taxes sufficient to pay the principal of and interest on the bonds.

Proposition B - THIS IS A TAX INCREASE; the issuance of bonds in the amount of \$6,000,000 for park, recreation, and open space improvements and the levy of taxes sufficient to pay the principal of and interest on the bonds.

Proposition C - THIS IS A TAX INCREASE; the issuance of bonds in the amount of \$15,000,000 for an animal control facility and the levy of taxes sufficient to pay the principal of and interest on the bonds.

Mayor Flippo received one request to be speak on topic.

Dan Dittsfurth, Saginaw resident. Mr. Dittsfurth addressed the Council regarding the proposed animal control facility. He stated that reviewing the City's website and searching information from the Animal Shelter Advisory Committee, he was unable to find details indicating that the animal shelter would be included on an upcoming ballot. He expressed that while he is in support of constructing a new animal control facility, he is concerned there is insufficient public information available to educate residents about the potential proposition. He noted that without clear communication outlining the purpose and the scope of the project, voters may be hesitant to support the measure or not vote at all. Mr. Dittsfurth emphasized that he supports the other two propositions, streets and park improvements.

Staff clarified that informational materials, including mailers, will be distributed to all households within the City. Staff further noted that Town Hall meetings will be conducted for each proposition to provide residents with factual information and an opportunity to learn more about the proposed measures.

Councilmember Copeland read an e-mail that was sent to all members of Council out loud for the record from John Dreese, Saginaw resident. Mr. Dreese was unable to attend the meeting but wanted to express his support for the construction of a new animal shelter facility, noting is professional background in engineering. He stated that he agreed with the engineers cost estimates and trusted the opinions of professionals who have experience constructing similar facilities.

Mayor Flippo called on Joe Stout, Chair of the Animal Shelter Advisory Committee to speak on topic. Mr. Stout expressed his support for the proposed animal shelter facility and stated that he is comfortable with the \$15 million funding measure. He noted that if Council chose to increase the amount, he would be supportive. However, he believes the \$15 million allocation is appropriate and expressed hope that Council would move forward with approval.

Council discussed whether any members wished to suggest or propose an alternative motion regarding the funding amount for the proposed animal shelter facility.

Councilmember Copeland made a motion to approve \$16.5 million for the bond measure related to the proposed animal shelter facility and it was seconded by Councilmember Lawson. Motion failed. 1-6-0-0 (Yea; Copeland) (Nay; Felegy, Lawson, Junkersfeld, Flippo, St. Clair & Morrison)

A second motion was made.

Motion was made by Mayor Pro-tem Felegy and seconded by Councilmember Lawson to adopt Ordinance No. 2026-03, Calling a Bond Election to be held on May 2, 2026; Proposition A; In the amount of \$38,000,000 for street improvements, Proposition B; In the amount of \$6,000,000 for park, recreation, and open space improvements, Proposition C; In the amount of \$15,000,000 for an animal control facility. Motion carried unanimously. 7-0-0-0.

4.B. Consideration and Action regarding a full-time position for the Library and Communications Departments--Gabe Reaume, City Manager

City Manager Reaume, presented to Council two staffing requests within the Library and Communications Department. His request is to convert a current part-time employee into a temporary full-time Digital Communications Specialist position. He noted increased resident engagement and demand for video content and social media communications. City Manager Reaume also discussed the need for an additional part-time Library Assistant due to record patron attendance and programming. The Library board met on January 13, 2026 and voted to support the addition, noting that position can be funded through the Library donations.

Council discussed staffing levels and process of hiring.

Motion was made by Mayor Pro-tem Felegy and seconded by Councilmember Lawson to approve a temporary Full-time Digital Communication Specialist and a Part-time Librarian. Motion carried unanimously. 7-0-0-0

## 5. Executive Session

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No executive session

5.A. 551.071. Texas Government Code. Consultation with Attorney. The City Council may convene in executive session to conduct a private consultation with its attorney on any legally posted agenda item, when the City Council seeks the advice of its attorney about pending or contemplated litigation, a settlement offer, or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the provisions of Chapter 551, including the following items:

5.B. Any Item Posted

## 6. Adjournment

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6.A. Adjournment--Todd Flippo, Mayor

Motion was Councilmember Junkersfeld and seconded by Councilmember St. Clair to adjourn the meeting. Motion carried unanimously 7-0-0-0.

Mayor Flippo Adjourned the meeting at 8:05 p.m.



**B. Action regarding Aquatic Center Repairs/Improvements--Vickie Weldon, Recreation Service Manager**

Meeting	Agenda Group
Tuesday, February 17, 2026, 6:00 PM	Consent Agenda Item: 2B.
Reference File	
Community Goals	

**BACKGROUND/DISCUSSION:**

The council approved \$190,000 for the Aquatic Center play structures repairs and improvements in the FY 2025-2026 budget. The amount that was requested for the FY 2025-20226 budget was at a time of unknown tariff impacts and supply chain issues.

We have been seeking multiple quotes as specified in the Purchasing Policy. With the summer season approaching and warmer temperatures, we need to move forward with the repairs before the start of our 2026 summer season.

The original scope of work was to have the play structures and slides repainted / gel coated. All original quotes came in under the approved amount. The Experts in Slides, LLC came in with the lowest quote, well under the budgeted amount at \$ 78,665.

During the quote process, we had the companies give additional quotes for future budget items to be included in our five-year plan. With a savings of \$111,335.00 , we recommend having the treads and decking replaced on the slide tower. The cost would be an additional \$49,970.00. This additional replacement will be needed in the next few years. With the savings from the original scope of work we can take care of this replacement at the current costs.

**FINANCIAL IMPACT:**

A total of \$ 190,000.00 was approved in the FY 2025-2026 budget.

\$78,665.00 from Capital Outlay/Special Requests. (Quote attached)

\$49,970.00 from the saving of the remaining balance of the budgeted amount. (Quote attached)

**RECOMMENDATION:**

Staff recommends approval for both the Aquatic Center play structures repairs and improvements with the additional replacement of the treads and decking for the slide tower to completed by The Experts in Slides, LLC.

**Attachments**

[Quote 537 Revised on 1.16.26 Saginaw^J TX \(1\).pdf](#)

[Quote 557 Saginaw, TX Treads and Decking.pdf](#)

245 Bayne Rd, Haslet, TX 76052  
 (682) 472-9671  
 Waterslideexperts.com

**Quote #: 537**  
**Date: 1/16/2026**

**To: Saginaw Aquatic Center**  
**Vickie Weldon**  
**605 W McLeroy Blvd**  
**Saginaw, TX 76179**  
**Ph. (682) 232-9305**

Salesperson	Job	Days On Site:	Expiration Date:
<b>Chad Galloway</b>	<b>Refurbishment</b>	<b>(12-16 Days)</b>	<b>60 Days</b>

Qty	Description	Unit price	Line total
1	APU, Paint all Steel. (Not including the Bucket.) (Rust Control, Prime, and Paint.)	\$15,600.00	\$15,600.00
1	APU, Paint the Exterior of (1) Green Tunnel Slide.	\$1,200.00	\$1,200.00
1	APU, Wet Sand & Buff Decking.	\$2,400.00	\$2,400.00
1	APU, Gel Coat & Repairs on Runout.	\$5,300.00	\$5,300.00
1	APU, Repairs on Runout Only.	\$1,200.00	\$1,200.00
1	Paint (1) Mushroom. (Red & Yellow)	\$1,975.00	\$1,975.00
1	Gel Coat the Interior of (1) Open Waterslide. (Includes Minor repairs.)	\$13,900.00	\$13,900.00
1	Paint the Exterior of (1) Open Waterslide.	\$6,940.00	\$6,940.00
1	Paint all Steel on Tower. (Rust Control, Prime, and Paint.)	\$14,400.00	\$14,400.00
1	Install (3) New Pannels on APU.	\$14,900.00	\$14,900.00
1	Equipment.	\$850.00	\$850.00
	(50% Deposit Required)		
Subtotal			\$78,665.00
Sales Tax			0.00
Total			<b>\$78,665.00</b>



## Pictures:



**WARRANTY: (Under Terms and Conditions)** The Experts in Slides warrants all of its work (with the exception of Buffing, Waxing & Caulking, and painted water structures submerged under water are not covered by warranty, with the exception of Gel Coat) to be free from defects in material and workmanship under normal use and service with proper maintenance for a period of 12 months from the date of service or installation. Full payment for the project must be made to activate the warranty. If The Experts in Slides' work is found to be defective within this period, it will provide the labor and materials to repair the defects. Certain product and material warranties are provided by others and will be subject to their respective terms. The Experts in Slides is not required to provide any warranty work if the final payment is not received within 10 calendar days of signing the final walkthrough. THE EXPRESS WARRANTIES CONTAINED IN THIS PARAGRAPH ARE BUYER'S SOLE AND EXCLUSIVE REMEDIES AND ARE IN LIEU OF ANY AND ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. BUYER ACKNOWLEDGES NOT RELYING UPON THE EXPERTS IN SLIDES' SKILL AND JUDGMENT IN SELECTING OR FURNISHING GOODS SUITABLE FOR ANY PARTICULAR PURPOSE AND THAT THERE ARE NO WARRANTIES THAT ARE NOT CONTAINED IN THIS AGREEMENT. THE EXPERTS IN SLIDES SHALL NOT BE LIABLE FOR DAMAGES, INCLUDING SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, ARISING OUT OF OR IN CONNECTION WITH THE PERFORMANCE OF THESE SERVICES OR THEIR USE BY BUYER. THESE WARRANTIES SHALL NOT APPLY TO PRODUCTS THAT HAVE BEEN USED IN A MANNER OUTSIDE OF THE GUIDELINES SUGGESTED BY THE EXPERTS IN SLIDES OR THAT HAVE BEEN SUBJECT TO ANY MISUSE OR ABUSE, MISAPPLICATION, REPAIR, OR TAMPERING IN ANY WAY AS TO AFFECT PERFORMANCE.



**WARRANTY: (Under Terms and Conditions)** The Experts in Slides warrants all of its work (with the exception of Buffing, Waxing & Caulking, and painted water structures submerged under water are not covered by warranty, with the exception of Gel Coat) to be free from defects in material and workmanship under normal use and service with proper maintenance for a period of 12 months from the date of service or installation. Full payment for the project must be made to activate the warranty. If The Experts in Slides' work is found to be defective within this period, it will provide the labor and materials to repair the defects. Certain product and material warranties are provided by others and will be subject to their respective terms. The Experts in Slides is not required to provide any warranty work if the final payment is not received within 10 calendar days of signing the final walkthrough. THE EXPRESS WARRANTIES CONTAINED IN THIS PARAGRAPH ARE BUYER'S SOLE AND EXCLUSIVE REMEDIES AND ARE IN LIEU OF ANY AND ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. BUYER ACKNOWLEDGES NOT RELYING UPON THE EXPERTS IN SLIDES' SKILL AND JUDGMENT IN SELECTING OR FURNISHING GOODS SUITABLE FOR ANY PARTICULAR PURPOSE AND THAT THERE ARE NO WARRANTIES THAT ARE NOT CONTAINED IN THIS AGREEMENT. THE EXPERTS IN SLIDES SHALL NOT BE LIABLE FOR DAMAGES, INCLUDING SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, ARISING OUT OF OR IN CONNECTION WITH THE PERFORMANCE OF THESE SERVICES OR THEIR USE BY BUYER. THESE WARRANTIES SHALL NOT APPLY TO PRODUCTS THAT HAVE BEEN USED IN A MANNER OUTSIDE OF THE GUIDELINES SUGGESTED BY THE EXPERTS IN SLIDES OR THAT HAVE BEEN SUBJECT TO ANY MISUSE OR ABUSE, MISAPPLICATION, REPAIR, OR TAMPERING IN ANY WAY AS TO AFFECT PERFORMANCE.





**C. Action regarding a Resolution declaring intent to reimburse an amount not to exceed \$4,200,000 for certain capital expenditures with proceeds from debt; and placing time restrictions on the issuance of tax-exempt obligations.**

Meeting	Agenda Group
Tuesday, February 17, 2026, 6:00 PM	Consent Agenda Item: 2C.
Reference File	
Community Goals	

**BACKGROUND/DISCUSSION:**

Adopting Resolution No. 2026-03, will allow the City to reimburse itself from a future debt issuance (Certificates of Obligation) for moneys spent on animal shelter and fire department projects. The projects to be financed that are the subject of this Resolution are the acquisition, construction, renovation, improvement and equipment of buildings, facilities and public safety facilities for the animal services and fire departments, including an animal control facility and the acquisition of a fire truck and related equipment; and acquiring land and interests in land necessary for such projects.

**FINANCIAL IMPACT:**

N/A

**RECOMMENDATION:**

The City's financial advisors recommend adopting Resolution No. 2026-03, to allow the City to reimburse itself from future debt issuance.

**Attachments**

[Saginaw - Reimbursement Resolution \(02.17.2026\).pdf](#)

## RESOLUTION

A RESOLUTION DECLARING INTENTION TO REIMBURSE AN AMOUNT NOT TO EXCEED \$4,200,000 FOR CERTAIN CAPITAL EXPENDITURES WITH PROCEEDS FROM DEBT; AND PLACING TIME RESTRICTIONS ON THE ISSUANCE OF TAX-EXEMPT OBLIGATIONS.

**WHEREAS**, the City of Saginaw, Texas (the “City”) is a home-rule municipality and political subdivision of the State of Texas;

**WHEREAS**, the City expects to pay expenditures in connection with the design, planning, acquisition and construction of the projects described on Exhibit “A” hereto (collectively, the “Project”) prior to the issuance of obligations by the City in connection with the financing of the Project from available funds; and

**WHEREAS**, the City finds, considers, and declares that the reimbursement of the City for the payment of such expenditures will be appropriate and consistent with the lawful objectives of the City and, as such, chooses to declare its intention, in accordance with the provisions of Section 1.150-2 of the Treasury Regulations, to reimburse itself for such payments at such time as it issues obligations to finance the Project; NOW

**THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAGINAW, TEXAS THAT:**

**Section 1.** The City reasonably expects it will incur debt, as one or more series of obligations, for the purpose of reimbursing the City in an aggregate amount not to exceed \$4,200,000 for the payment of costs of the Project.

**Section 2.** All costs to be reimbursed pursuant hereto will be capital expenditures. No tax-exempt obligations will be issued by the City in furtherance of this Statement after a date which is later than eighteen (18) months after the later of (1) the date the expenditures are paid or (2) the date on which the property, with respect to which such expenditures were made, is placed in service.

**Section 3.** The foregoing notwithstanding, no tax-exempt obligation will be issued pursuant to this Statement more than three (3) years after the date any expenditure which is to be reimbursed is paid.

**PASSED AND APPROVED THIS 17<sup>th</sup> DAY OF FEBRUARY, 2026.**

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Todd Flippo, Mayor  
City of Saginaw, Texas

ATTEST:

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Vicky Vega, City Secretary

(Seal)

## Exhibit "A"

The projects to be financed that are the subject of this Resolution are the acquisition, construction, renovation, improvement and equipment of buildings, facilities and public safety facilities for the animal services and fire departments, including an animal control facility and the acquisition of a fire truck and related equipment; and acquiring land and interests in land necessary for such projects.



**D. Action regarding the purchase of Right-of-Way Easement and Real Property located at the intersection of McLeroy Blvd & Saginaw Blvd from "Seller" Dick Elkins--Bryn Meredith, City Attorney**

Meeting	Agenda Group
Tuesday, February 17, 2026, 6:00 PM	Consent Agenda Item: 2D.
Reference File	
Community Goals	

**BACKGROUND/DISCUSSION:**

The City has inquired the acquisition of right-of-way easement and real property located at the intersection of McLeroy and Saginaw Blvd from the "Seller" Dick Elkins. The right-of-way and the real property is needed for the planned future street improvements.

**FINANCIAL IMPACT:**

Total Purchase Price: Six Hundred and Fifty Thousand Dollars (\$650,000.00) ("Purchase Price") to be paid by the Purchaser to Seller. The sum will be paid from 2021 Bond Funds.

**RECOMMENDATION:**

Staff recommends moving forward with the purchase agreement of the ROW and Property for street improvements.

**Attachments**

[ROW - Purchase and Sale Agreement and form ROW Easement \(1\).pdf](#)

[McLeroy\\_ROW\\_Elkins Corner.pdf](#)

[McLeroy\\_ROW\\_105 W McLeroy.pdf](#)

**PURCHASE AND SALE AGREEMENT**

STATE OF TEXAS

§

**KNOW ALL PERSONS BY THESE PRESENTS:**

COUNTY OF TARRANT

§

§

THAT, Dick Elkins (the “Seller”), agrees to sell to the City of Saginaw, a Texas home rule municipal corporation (the “Purchaser”), and Purchaser agrees to purchase from Seller, all rights, title, and interest of Seller for Public Right of Way Easement purposes in and to all that certain real property described and shown on **EXHIBIT A**, which is attached hereto and made a part hereof (the “Property”), upon the following terms and conditions:

1. The consideration to be paid to Seller by Purchaser for the Property described and shown on **EXHIBIT A** is as follows:

**Total Purchase Price:** Six Hundred and Fifty Thousand Dollars (\$650,000.00) (“Purchase Price”) to be paid by the Purchaser to Seller for fee simple title to the Property.

2. Using appropriate methods, and at Seller’s reasonable discretion, Seller agrees to demolish the existing structure on the Property prior to the closing date.
3. At closing, Seller agrees to convey to the Purchaser fee simple title to the Property and all appurtenances thereto for the consideration stated. The Purchase Price shall be paid by Purchaser upon the complete demolition of the existing structure on the Property, and proper execution and delivery of a Public Right of Way Easement from Seller to Purchaser that is in substantially the same form as shown on the attached **EXHIBIT B**.
4. Purchaser, without cost to the Seller, will pay the cost of recording all instruments conveying title to the City, and any other necessary closing costs. Seller agrees to pay and obtain release of all liens and mortgages recorded against the Property prior to closing, at Seller’s sole cost and expense.
5. Closing will occur on a mutually agreeable date and time at a title company selected by Purchaser, or as otherwise agreed by Purchaser and Seller (the “Parties”). Seller agrees to deliver possession of the Property to the Seller at closing in exchange for the Purchaser’s delivery to Seller of the Purchase Price.
6. Until the Purchase Price is paid, and in the absence of a possession and use agreement between the Parties, title and possession of the Property shall remain with the Seller, who shall bear all risk of loss to any and all such Property. In the event the condition of the Property should change, for any reason, prior to the date of delivery of possession to the City, the City shall have the right to declare this Purchase and Sales Agreement (the “Agreement”) null and void.
7. Seller agrees to execute such other documents and instruments reasonably requested to consummate the transaction contemplated herein.
8. The Parties hereby acknowledge and agree that the Purchaser is entering this Agreement pursuant to its governmental functions for legitimate public purposes relating to the public health, safety, and welfare, and nothing contained in this Agreement shall be construed as constituting a waiver of the Purchaser’s governmental immunities from suit or liability, which are expressly reserved to the fullest extent allowed by law.
9. Prior to closing, and before any purchase money is paid, if the Property is held in trust, Seller must submit a copy of the trust agreement identifying the true owner of the trust to the City Council in compliance with Texas Gov’t Code Sec. 2252.092.



**CITY'S ACKNOWLEDGMENT**

**THE STATE OF TEXAS           §**  
**§**  
**COUNTY OF TARRANT       §**

**BEFORE ME**, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared **Todd Flippo, Mayor of the City of Saginaw, Texas**, a home rule municipal corporation, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that the same is the act and deed of the City, that he was duly authorized to perform the same by appropriate resolution or ordinance of the City, that he executed the same as the act and deed of the City for the purposes and consideration therein expressed, and in the capacity therein stated.

**GIVEN UNDER MY HAND AND SEAL OF OFFICE**, this the \_\_\_\_ day of \_\_\_\_\_ A.D., 2026.

(seal)

\_\_\_\_\_  
Notary Public in and for  
The State of Texas

My commission expires: \_\_\_\_\_

**EXHIBIT A**

[Insert legal description]

**EXHIBIT B**

**[FORM OF PUBLIC RIGHT OF WAY EASEMENT]**

**PUBLIC RIGHT OF WAY EASEMENT**

STATE OF TEXAS           §  
  §       **KNOW ALL PERSONS BY THESE PRESENTS:**  
COUNTY OF TARRANT §

**THAT** \_\_\_\_\_ (“Grantor”), for and in consideration of the sum of Ten and No/100 Dollars (\$10.00) and other good and valuable consideration to the Grantor paid by the City of Saginaw, a Texas home rule municipal corporation, its successors and assigns (“Grantee”), the receipt and sufficiency of which is hereby acknowledged and confessed, has GRANTED, SOLD and CONVEYED, and does hereby GRANT, SELL and CONVEY unto Grantee, its successors and assigns, a perpetual public right of way easement (the “Easement”) for the purposes more fully set forth below, in, over, and across that certain real property described in **EXHIBIT A** attached hereto and made a part hereof for all purposes (the “Easement Property”).

The Easement shall be for the public use and forever benefit all public purposes including, but not limited to, all street purposes and other municipal purposes and the right of the Grantee and its assigns to lay, install, operate, repair, replace, remove, and reconstruct any and all streets, public utilities, including but not limited to water lines; sanitary sewer, drainage, and storm sewer lines and canals; gas lines; telephone poles and lines; telecommunications; traffic signs and signals; and electrical power lines and appurtenances (“Public Improvements”). The Easement is further hereby granted and reserved for the mutual use and accommodation of the Grantee and all public utilities desiring to use or using the same for Public Improvements.

Grantee shall have the right to remove and keep removed all or a part of any residence, building, fences, trees, shrubs or other improvements, growths or obstructions which may in any way endanger or interfere with the construction, maintenance, operation or efficiency of all or any part of the Public Improvements on the Easement Property. Grantee and all public utilities shall at all times have the full right of ingress and egress to and from and upon the Easement Property for the purpose of constructing; reconstructing; inspecting; patrolling; maintaining; and adding to or removing all or part of the respective Public Improvements without the permission of anyone.

**TO HAVE AND TO HOLD** the above described Easement, together with all and singular the rights and appurtenances thereto in anywise belonging unto Grantee, its successors and assigns forever; and Grantor does hereby bind itself, its heirs, executors, administrators, successors, and assigns to warrant and forever defend all and singular the said Easement Property unto the Grantee, its successors and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof.

*Signatures on next page.*



**EXHIBIT A**

[Insert legal description]

**LEGAL DESCRIPTION**

**BEING** a 0.0217 acre (945 square foot) tract of land situated in the Juan Armendaris Survey, Abstract No. 59, City of Saginaw, Tarrant County, Texas, and being a portion of Lot 1, Block 1, Town of Saginaw, an addition to the City of Saginaw according to the plat recorded in Volume 106, Page 21, Plat Records, Tarrant County, Texas, and being more particularly described as follows:

**COMMENCING** at a 1/2-inch iron rod found at the west corner of Lot 18, Block 1, said Town of Saginaw, and being in the intersection of the southeast right-of-way line of McLeroy Boulevard, a variable width right-of-way, and the northeast right-of-way line of Belmont Street, a 60-foot right-of-way, from which a 1/2-inch iron rod found at the northwest corner of Lot 1, Block 9, Saginaw Addition, an addition to the City of Saginaw according to the plat recorded in Cabinet A, Slide 2426, said Plat Records, and being in the intersection of the said southeast right-of-way line and the northeast right-of-way line of Bluebonnet Street, a 60-foot right-of-way bears South 70°00'41" West, a distance of 587.29 feet, and from which a cut "X" found at the south corner of Lot 16, said Block 1 bears South 36°53'33" East, a distance of 149.94 feet;

**THENCE** North 70°00'41" East, along the said southeast right-of-way line, a distance of 243.03 feet to the **POINT OF BEGINNING**, being the northernmost west corner of a called 0.349 acre tract of land described in the Warranty Deed to Elkins True Value Hardware, Inc., recorded in Volume 7874, Page 803, Deed Records, Tarrant County, Texas;

**THENCE** North 70°00'41" East, continuing along the said southeast right-of-way line, a distance of 75.63 feet to a point for corner, being in the intersection of the said southeast right-of-way line and the southwest right-of-way line of South Saginaw Boulevard, a variable width right-of-way;

**THENCE** South 36°53'33" East, along the said southwest right-of-way line, a distance of 13.06 feet to a mag nail set for corner;

**THENCE** South 70°00'41" West, departing the said southwest right-of-way line, a distance of 75.63 feet to a mag nail set for corner, being in the southwest line of the said called 0.349 acre tract;

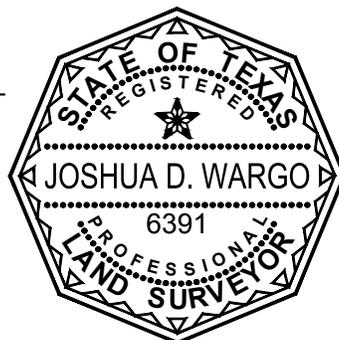
**THENCE** North 36°53'33" West, along the said southwest line, a distance of 13.06 feet to the **POINT OF BEGINNING** and containing 945 square feet or 0.0217 acres of land, more or less.

**NOTES**

Bearing system based on the Texas Coordinate System of 1983 (2011 adjustment), North Central Zone (4202). A survey plat of even survey date herewith accompanies this metes and bounds description.

The undersigned, Registered Professional Land Surveyor, hereby certifies that the foregoing description accurately sets out the metes and bounds of the right-of-way tract.

  
JOSHUA D. WARGO  
REGISTERED PROFESSIONAL  
LAND SURVEYOR NO. 6391  
801 CHERRY STREET,  
UNIT 11 SUITE 1300  
FORT WORTH, TEXAS 76102  
PH. 817-335-6511  
josh.wargo@kimley-horn.com



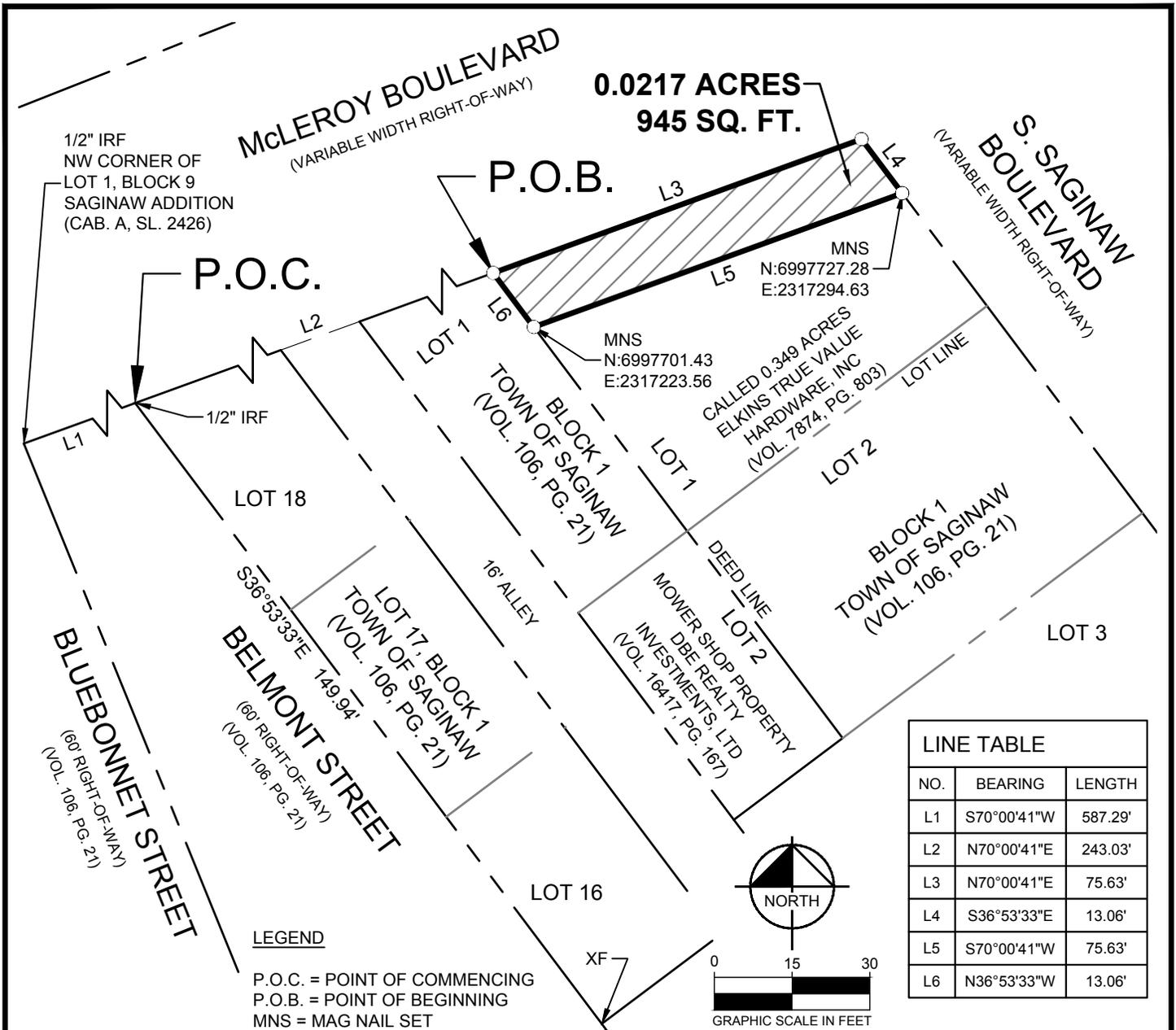
RIGHT-OF-WAY DEDICATION  
JUAN ARMENDARIS SURVEY  
ABSTRACT No. 59  
CITY OF SAGINAW  
TARRANT COUNTY, TEXAS

**Kimley»Horn**

801 Cherry Street, Unit 11, # 1300  
Fort Worth, Texas 76102 FIRM # 10194040

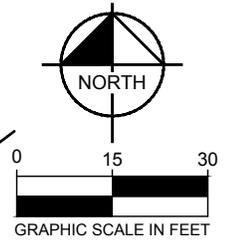
Tel. No. (817) 335-6511  
www.kimley-horn.com

Scale	Drawn by	Checked by	Date	Project No.	Sheet No.
N/A	CRG	JDW	1/16/2026	061003162	1 OF 2



LINE TABLE		
NO.	BEARING	LENGTH
L1	S70°00'41"W	587.29'
L2	N70°00'41"E	243.03'
L3	N70°00'41"E	75.63'
L4	S36°53'33"E	13.06'
L5	S70°00'41"W	75.63'
L6	N36°53'33"W	13.06'

**LEGEND**  
P.O.C. = POINT OF COMMENCING  
P.O.B. = POINT OF BEGINNING  
MNS = MAG NAIL SET  
IRF = IRON ROD FOUND  
XF = CUT "X" FOUND



**NOTES**

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The undersigned, Registered Professional Land Surveyor, hereby certifies that this survey plat accurately sets out the metes and bounds of the right-of-way tract.

*Joshua D. Wargo*  
**JOSHUA D. WARGO**  
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**RIGHT-OF-WAY DEDICATION  
JUAN ARMENDARIS SURVEY  
ABSTRACT No. 59  
CITY OF SAGINAW  
TARRANT COUNTY, TEXAS**

**Kimley»Horn**

801 Cherry Street, Unit 11, # 1300 Fort Worth, Texas 76102 FIRM # 10194040 Tel. No. (817) 335-6511 www.kimley-horn.com

Scale	Drawn by	Checked by	Date	Project No.	Sheet No.
1" = 30'	CRG	JDW	1/16/2026	061003162	2 OF 2

**LEGAL DESCRIPTION**

**BEING** a 0.0217 acre (945 square foot) tract of land situated in the Juan Armendaris Survey, Abstract No. 59, City of Saginaw, Tarrant County, Texas, and being a portion of Lot 1, Block 1, Town of Saginaw, an addition to the City of Saginaw according to the plat recorded in Volume 106, Page 21, Plat Records, Tarrant County, Texas, and being more particularly described as follows:

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**THENCE** North 70°00'41" East, along the said southeast right-of-way line, a distance of 167.40 feet to the **POINT OF BEGINNING**, and being at the west corner of said Lot 1, Block 1, and being at the west corner of that certain tract of land described as "Mower Shop Property" in the Special Warranty Deed to DBE Realty Investments, Ltd., recorded in Volume 16417, Page 167, Deed Records, Tarrant County, Texas;

**THENCE** North 70°00'41" East, continuing along the said southeast right-of-way line, a distance of 75.63 feet to a point for corner, being the north corner of the said Mower Shop Property;

**THENCE** South 36°53'33" East, along the northeast line of the said Mower Shop Property, a distance of 13.06 feet to a mag nail set for corner;

**THENCE** South 70°00'41" West, departing the said northeast line, a distance of 75.63 feet to a mag nail set for corner in the southwest line of said Lot 1;

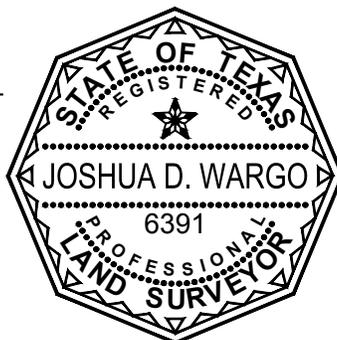
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**NOTES**

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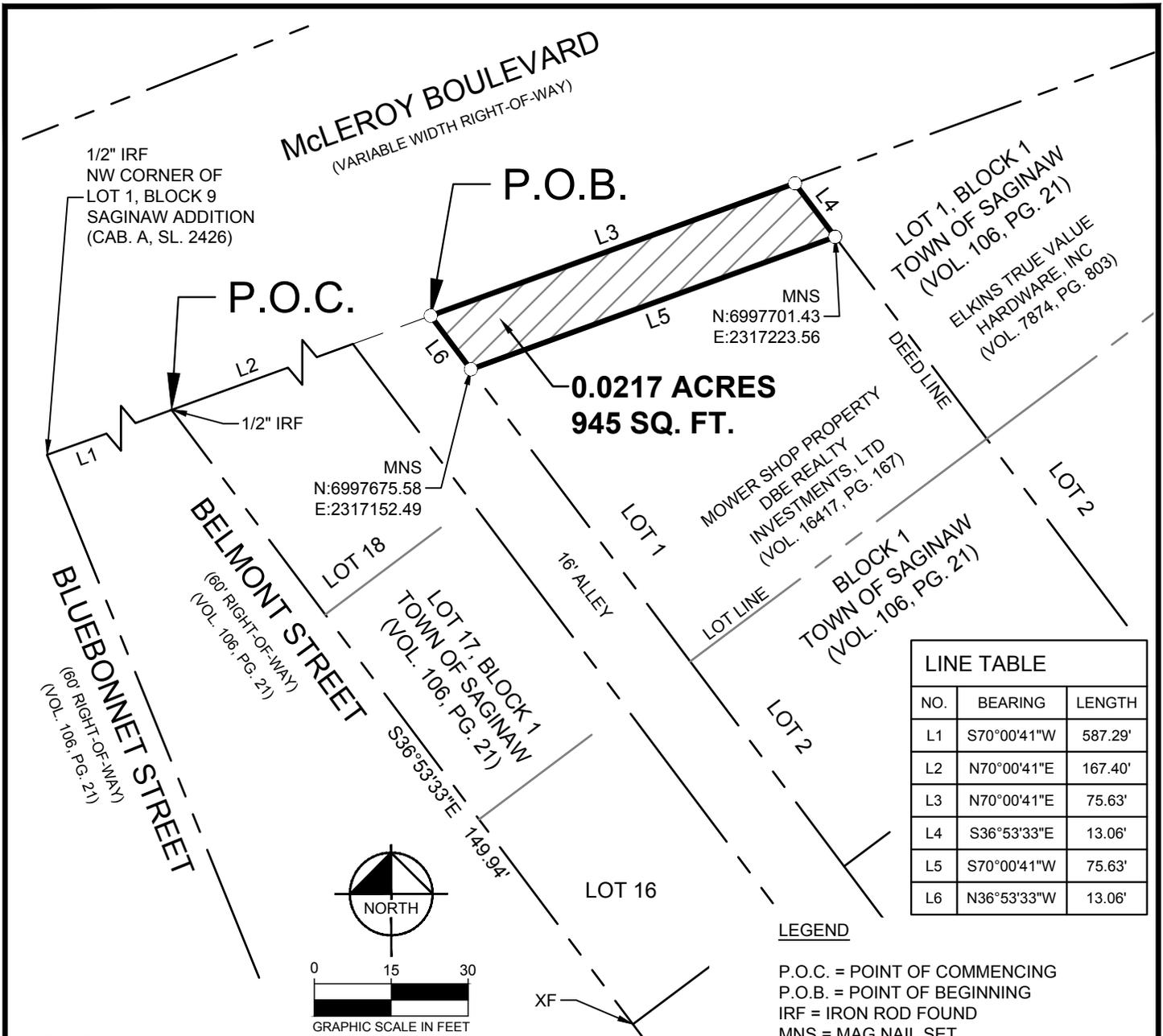
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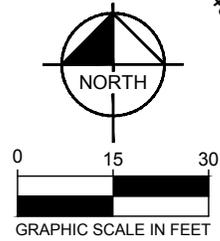
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Scale	Drawn by	Checked by	Date	Project No.	Sheet No.
N/A	CRG	JDW	1/16/2026	061003162	1 OF 2



LINE TABLE		
NO.	BEARING	LENGTH
L1	S70°00'41"W	587.29'
L2	N70°00'41"E	167.40'
L3	N70°00'41"E	75.63'
L4	S36°53'33"E	13.06'
L5	S70°00'41"W	75.63'
L6	N36°53'33"W	13.06'



**LEGEND**

- P.O.C. = POINT OF COMMENCING
- P.O.B. = POINT OF BEGINNING
- IRF = IRON ROD FOUND
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RIGHT-OF-WAY DEDICATION  
 JUAN ARMENDARIS SURVEY  
 ABSTRACT No. 59  
 CITY OF SAGINAW  
 TARRANT COUNTY, TEXAS

*Joshua D. Wargo*  
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Scale 1" = 30'	Drawn by CRG	Checked by JDW	Date 1/16/2026	Project No. 061003162	Sheet No. 2 OF 2
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**B. Presentation on Professional Services--City Staff**

Meeting	Agenda Group
Tuesday, February 17, 2026, 6:00 PM	Proclamations-Presentations Item: 3B.
Reference File	
Community Goals	

**BACKGROUND/DISCUSSION:**

Presentation outlining the specifications and qualifications when selecting professional services.

**FINANCIAL IMPACT:**

N/A

**RECOMMENDATION:**

N/A



**A. Consideration and Action regarding award of Bid for Municipal Engineering Services--Jarred Coursey, Asst. Director of Public Works**

Meeting	Agenda Group
Tuesday, February 17, 2026, 6:00 PM	Business Item: 4A.
Reference File	
Community Goals	

**BACKGROUND/DISCUSSION:**

The City of Saginaw solicited Statement of Qualifications from engineering firms, hereinafter referred to as ‘The firm’ OR ‘City Engineer’, which have five (5) years or more of comprehensive experience in providing municipal engineering services. On an ongoing basis and as subject to contract renewal terms as defined by the City, the City intends to have the Firm selected function as the ‘City Engineer’ to review proposed commercial and residential development plans to determine compliance with applicable laws and ordinances implemented or adopted by the City and also function as a consultant to the City in development matters.

The City further intends to have the Firm design and/or monitor the construction of municipal projects, including roadways, parks, water/wastewater, drainage as well as a variety of other projects.

The City received four proposals for review from the following vendors:

1. Kimley-Horn
2. TNP
3. Westwood
4. James DeOtte

A scoring committee, comprised of city staff evaluated each proposal using the following scoring rubric:

- Company Background 50 points
- Related Experience 60 points
- Staff Members 30 points
- Project Schedule 15 points
- References 30 points
- Complete Proposal Packet 10 points
- Capabilities 56 points

Please see the attachment for further details:

Copy of RQF

Copies of the Scoring Summaries

**RECOMMENDATION:**

City staff conducted a review of each proposal and services offered and want to present to Council staff's recommendation for engineering services. We are seeking Council's consideration and approval to award Kimley-Horn.

**Attachments**

[City\\_Engineer\\_RFQ.pdf](#)

[Summary-Jarred&Randy.pdf](#)

[Summary-Lee.pdf](#)

[Summary-Diksha.pdf](#)



**333 W McLeroy Boulevard  
Saginaw, TX 76179**

**REQUEST FOR QUALIFICATIONS  
MUNICIPAL ENGINEERING SERVICES**

**PROPOSED SCHEDULE**

December 3, 2025, Issue Request for Qualifications

December 12, 2025, Deadline for Respondent Questions

December 19, 2025, SOQs Submittal Deadline

December 22, 2025 – January 12, 2026, Selection Committee Review Proposals

January 20, 2026, Awarding of Proposal by City Council (tentative)

\*12-5-2025--Addendum No. 1-- Correction of day for the deadline for respondent questions (Friday, December 12, 2025)

\*12-5-2025--Addendum No. 2 -- Increased page limit for Proposal from fifteen (15) to Twenty (20) pages

City of Saginaw, Texas  
**MUNICIPAL ENGINEERING SERVICES**  
**REQUEST FOR QUALIFICATIONS**

**I. INTRODUCTION AND PURPOSE OF REQUEST**

The City of Saginaw located in Tarrant County, hereinafter referred to as the “City” is soliciting Statement of Qualifications from engineering firms, hereinafter referred to as ‘The firm’ OR “City Engineer”, which have five (5) years or more of comprehensive experience in providing municipal engineering services as outlined in the SCOPE OF SERVICES section of this request.

On an ongoing basis and as subject to contract renewal terms as defined by the City, the City intends to have the Firm selected function as the “City Engineer” to review proposed commercial and residential development plans to determine compliance with applicable laws and ordinances implemented or adopted by the City and also function as a consultant to the City in development matters. The City further intends to have the Firm design and/or monitor the construction of municipal projects, including roadways, parks, water/wastewater, drainage as well as a variety of other projects. The services requested will require the Firm to be licensed in the State of Texas. The City reserves the right to select an engineer other than the designated City engineer on a specific project basis as determined to be in the best interest of the City.

**II. GENERAL INFORMATION**

**A. SCOPE OF SERVICES**

The City of Saginaw is searching for a firm that will provide professional contracted services for engineering. The City Engineer will not be an employee of the City of Saginaw for any purpose, including but not limited to the application of the Social Security Act, the Federal Insurance Contribution Act and the Texas Unemployment Compensation Act. The general work elements are outlined below. The selected consulting City Engineer will provide:

- 1. Plan Review Services:** Technical reviews of, and answer inquiries relating to, site plans, subdivision plans, improvement plans, land disturbance plans, and construction plans relating to projects proposed by applicants to be developed in the City to ensure conformance to codes adopted by the City, as well as state and federal laws.

- 2. City Project Design Services:** Have the capability to design a full array of public works type projects including transportation infrastructure systems, storm water management systems, water and wastewater systems, and public parks in a manner that is functional and cost effective.
- 3. Environmental Services and Regulatory Agency Interactions:** Be well versed in regulatory compliance and permitting and be familiar with approval procedures of regulatory agencies including but not limited to the following: Texas Department of Transportation, Texas Commission on Environmental Quality, Upper Trinity Groundwater District, U.S. Army Corps of Engineers, Federal Emergency Management Agency, Federal Highway Administration, United States Environmental Protection Agency. The selected consultant will serve as the city floodplain administrator and prepare the Municipal Separate Storm Water System (MS4) permit as well as ensure all other timely submittals are made as mandated by the agencies listed above.
- 4. Grant Assistance:** Shall assist in identifying grant opportunities, and complete or assist in the completion of grant applications for City projects.
- 5. Surveying, Easements and Related Services:** Have the capability of performing or subcontracting boundary surveys, topographic surveys, construction staking, prepare easement plats and easement documents, and assist in easement acquisition.
- 6. CAD and GIS Capabilities:** Have computer-aided drafting and geographical information system capabilities to maintain and updated existing City maps and databases.
- 7. Meeting Attendance and Participation:** Expected to attend a variety of City meetings, including, but not limited to Council meetings, Parks Advisory Board meetings, Traffic Safety Advisory Board meetings, meetings of affected property owners, and meetings with city staff and developers.
- 8. Work Product:** Expected to provide the City with copies of all work products without limitation, which shall include reports, analysis, correspondence, plans, proposals, submittals, schematics, exhibits, drawings and any other documents produced in connection with the consulting relationship with the City in printed form, as well as in electronic form to include portable document format and the root file(s).
- 9. Assignment of Professional Engineer:** Shall assign to the City a minimum of one (1) staff person who is a Professional Engineer licensed to practice in the State of Texas.
- 10. Responsiveness:** Must commit to providing services to the City in a timely manner, without unreasonable, extensive or unnecessary delays.

**11. Proximity:** Must be located within reasonable proximity to the City of Saginaw to ensure meeting attendance, meeting coordination and the conveyance of documents when sent via courier.

### **III. SUBMISSION OF STATEMENT OF QUALIFICATIONS (SOQ)**

To be considered, please submit four (4) hard copies of your proposal to:

City of Saginaw  
Attention: Vicky Vega, City Secretary  
333 W McLeroy Boulevard  
Saginaw, TX 76179

- A. The proposals are due by **11:00 AM CST, Friday, December 19, 2025**. Proposals received after the due date will not be considered. Questions regarding this proposal may be directed no later than **5:00 CST, Friday, December 12, 2025**, to Vicky Vega, City Secretary, by email at [vvega@saginawtx.org](mailto:vvega@saginawtx.org).
- B. All SOQs become the property of the City of Saginaw upon receipt and will not be returned to the submitter.
- C. Any cost or expense incurred by the FIRM that is associated with the preparation or selection process of the SOQ shall be borne solely by the FIRM.
- D. Inquiries and Interpretations:
- E. Respondents shall restrict all contact and questions regarding this RFQ to the individual named below. Questions concerning terms and conditions and technical specifications shall be directed in writing to Vicky Vega, City Secretary, by 5PM CST Tuesday, December 12, 2025.

City of Saginaw  
Attention: Vicky Vega, City Secretary  
333 W McLeroy Boulevard  
Saginaw, TX 76179  
817-230-0327  
[vvega@saginawtx.org](mailto:vvega@saginawtx.org)

Respondents or their agents are prohibited from lobbying members of the City of Saginaw Council members or its staff or consultants on the project. Failure to comply with this clause shall be grounds for rejection of their RFQ as non-responsive.

#### **IV. STATEMENT OF QUALIFICATIONS (SOQ) REQUIREMENTS**

The City of Saginaw requires comprehensive responses to every section within this RFP. Conciseness and clarity of content are emphasized and encouraged. Vague and general proposals will be considered non-responsive and will result in disqualification. To facilitate the review of the responses, Firms shall follow the proposal format described. The intent of the proposal format requirements is to expedite the review and evaluation. Failure to arrange the proposal as requested may result in the disqualification of the proposal.

Proposal responses must adhere to the requirements outlined in this section. The original proposal and each subsequent copy must be submitted on paper, properly bound, and appropriately labeled in the following order:

- A.** Cover letter and introduction including name, phone number and email address of the person(s) authorized to represent the company regarding all matters related to the proposal.
- B.** A description of the candidate firm, including a brief history, number of employees and their disciplines, philosophy regarding client and customer service, location, and years in business.
- C.** A statement detailing how the firm and its staff plan to complete tasks related to the Scope of Services.
- D.** An organizational chart identifying team members and their areas of responsibility.
- E.** The names and resumes of the professional staff who will be assigned to the City.
- F.** List of five current or recent (within 5 years) projects, related to City Engineering services – as described in the Scope of Services.
- G.** List of current municipal and related clients for engineering services.
- H.** Information regarding the candidate firm's ability to meet project schedules and availability to the City of Saginaw.
- I.** Four references (past or current). Firms shall provide contact information for at least four municipal client references specifying the entity's name, address, services provided, contact person, and telephone number.

Proposals shall be limited to Twenty (20) pages with single-spaced text using no less than 11-point font.

## **V. EVALUATION AND SELECTION**

### **A. Qualification-Based Selection Process**

Professional services are procured in accordance with Chapter 2254 of the Texas Government Code, Title 10, Subchapter A, Professional Services. Selection of the most highly qualified respondent will be made based on demonstrated competence and qualifications as determined by the City Council based upon qualifications submitted in response to this RFQ. The Public Works Director, with the assistance of other City staff, will evaluate Qualifications. All qualifications will be evaluated with the highest qualified Respondent(s) being selected. The Public Works Director shall negotiate a contract with the selected firm and take the recommendation to City Council for award of contract.

### **B. Selection of the firms shall be based on the following criteria:**

- 1.** The ability of the firm to provide quality municipal engineering services.
- 2.** The firm's experience with and expertise in municipal engineering services as listed in the Scope of Services.
- 3.** The experience and qualifications of the firm's staff that will have primary contact with the City of Saginaw.
- 4.** Knowledge of local issues in the City of Saginaw and the surrounding region.
- 5.** The firm's commitment to delivering work on time and within budget.
- 6.** The extent to which previous clients have found the firm's services acceptable.
- 7.** Geographical location in relation to the City of Saginaw.
- 8.** Familiarity and experience with TXDOT, TARRANT COUNTY, CITY OF FORT WORTH and other State and County agencies and departments that are necessary to collaborate with in carrying out various projects.

**VI. INSURANCE REQUIREMENTS**

For the duration of the contract, the service provider must maintain Commercial General Liability insurance with limits of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate, Professional Liability Insurance with limits of not less than \$1,000,000 per occurrence if available to a professional engaged in consultant’s regular course of business, Automobile Liability insurance with a minimum limit of \$1,000,000 per accident, and Workers Compensation Insurance as required by the State of Texas.

Service Provider shall maintain liability insurance in an amount of not less than \$1,000,000 per occurrence, naming the City as an additional insured, covering any such unauthorized disclosure of Protected Information caused by a defect or failure of the Software or any electronic communication system maintained or controlled by Service Provider.

The City reserves the right to establish that these insurance requirements be met and complied with prior to any contractual agreement is entered into. The cost of such insurance is the service provider's responsibility. Failure to comply could result in non-reward of the contract.

**VII. PROPOSED SCHEDULE**

December 3, 2025	Issue Request for Qualifications
December 12, 2025 by 5PM CST	Deadline for Respondent questions
December 19, 2025 by 11AM CST	SOQ submittal deadline

Evaluation Criteria	Max Points	% of Total	KH	TNP	Westwood	James DeOtte
<b>Background</b>						
Company History	10		10	10	10	10
Location	10		10	10	10	10
Duties	10		10	10	10	10
Compliance with City Laws	10		10	10	10	10
State License	10		10	10	10	10
<b>Total Points</b>	<b>50</b>	<b>20%</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>
<b>Experience</b>						
Experience working with municipalities.	30		30	30	30	30
Experience of 5 years or more	30		30	28	29	27
<b>Total Points</b>	<b>60</b>	<b>24%</b>	<b>60</b>	<b>58</b>	<b>59</b>	<b>57</b>
<b>Staff Members</b>						
Staff Members Identified	10		10	10	10	10
Information included	10		10	10	10	10
Organizational Chart	10		10	10	10	10
<b>Total Points</b>	<b>30</b>	<b>12%</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>
<b>Project Schedule</b>						
Project Schedule	15		15	15	15	15
<b>Total Points</b>	<b>15</b>	<b>6%</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>
<b>References</b>						
Vendor provided referrals	10		10	10	10	10
Proposal included examples of previous work	10		10	10	10	8
Clients List	10		10	10	10	10
<b>Total Points</b>	<b>30</b>	<b>12%</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>
<b>Complete Proposal Packet</b>						
Vendor Statement	5		5	5	5	5
Insurance	5		5	5	5	5
<b>Total Points</b>	<b>10</b>	<b>4%</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>
<b>Capabilities</b>						
Reviewing abilities as per local, state, federal laws	7		7	7	7	7
Design public works type projects	7		7	7	7	7
Familiarity with regulatory agency procedures	7		7	7	7	7
Prepare permits and timely submittals	7		7	7	7	7
Grant Assistance	7		7	7	7	7
Surveying, Easement and Related Services	7		7	7	7	7
CAD and GIS capabilities	7		7	7	7	7
Knowledge about local issues and areas surrounding	7		7	7	7	7
<b>Total Points</b>	<b>56</b>	<b>22%</b>	<b>56</b>	<b>56</b>	<b>56</b>	<b>56</b>
<b>Grand Total</b>						
<b>Grand Total Points Awarded</b>	<b>251</b>	<b>100%</b>	<b>211</b>	<b>209</b>	<b>210</b>	<b>208</b>

Evaluation Criteria	Max Points	% of Total	KH	TNP	Westwood	James DeOtte
<b>Background</b>						
Company History	10		10	8	8	8
Location	10		10	10	10	10
Duties	10		10	10	10	10
Compliance with City Laws	10		10	10	10	10
State License	10		10	10	10	10
<b>Total Points</b>	<b>50</b>	<b>20%</b>	<b>30</b>	<b>28</b>	<b>28</b>	<b>28</b>
<b>Experience</b>						
Experience working with municipalities.	30		30	28	30	28
Experience of 5 years or more	30		30	30	30	29
<b>Total Points</b>	<b>60</b>	<b>24%</b>	<b>60</b>	<b>58</b>	<b>60</b>	<b>57</b>
<b>Staff Members</b>						
Staff Members Identified	10		10	8	8	10
Information included	10		10	10	10	10
Organizational Chart	10		10	10	10	10
<b>Total Points</b>	<b>30</b>	<b>12%</b>	<b>30</b>	<b>28</b>	<b>28</b>	<b>30</b>
<b>Project Schedule</b>						
Project Schedule	15		15	10	15	15
<b>Total Points</b>	<b>15</b>	<b>6%</b>	<b>15</b>	<b>10</b>	<b>15</b>	<b>15</b>
<b>References</b>						
Vendor provided referrals	10		8	8	8	8
Proposal included examples of previous work	10		10	10	10	10
Clients List	10		10	10	10	10
<b>Total Points</b>	<b>30</b>	<b>12%</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>
<b>Complete Proposal Packet</b>						
Vendor Statement	5		5	5	5	5
Insurance	5		0	0	5	0
<b>Total Points</b>	<b>10</b>	<b>4%</b>	<b>5</b>	<b>5</b>	<b>10</b>	<b>5</b>
<b>Capabilities</b>						
Reviewing abilities as per local, state, federal laws	7		7	7	7	7
Design public works type projects	7		7	7	7	7
Familiarity with regulatory agency procedures	7		7	7	7	7
Prepare permits and timely submittals	7		7	7	7	7
Grant Assistance	7		7	7	7	7
Surveying, Easement and Related Services	7		7	7	7	7
CAD and GIS capabilities	7		7	7	7	7
Knowledge about local issues and areas surrounding	7		7	5	5	5
<b>Total Points</b>	<b>56</b>	<b>22%</b>	<b>56</b>	<b>54</b>	<b>54</b>	<b>54</b>
<b>Grand Total</b>						
<b>Grand Total Points Awarded</b>	<b>251</b>	<b>100%</b>	<b>204</b>	<b>191</b>	<b>203</b>	<b>197</b>

Evaluation Criteria	Max Points	% of Total	Kimley Horn	Westwood	JD	TNP
<b>Background</b>						
Company History	10		10	8	6	6
Location	10		10	10	10	10
Duties	10		10	10	8	8
Compliance with City Laws	10		10	10	10	10
State License	10		10	10	10	10
<b>Total Points</b>	<b>50</b>	<b>20%</b>	<b>30</b>	<b>28</b>	<b>24</b>	<b>24</b>
<b>Experience</b>						
Experience working with municipalities.	30		30	30	20	20
Experience of 5 years or more	30		30	30	20	20
<b>Total Points</b>	<b>60</b>	<b>24%</b>	<b>60</b>	<b>60</b>	<b>40</b>	<b>40</b>
<b>Staff Members</b>						
Staff Members Identified	10		10	10	8	8
Information included	10		10	10	10	10
Organizational Chart	10		10	10	10	10
<b>Total Points</b>	<b>30</b>	<b>12%</b>	<b>30</b>	<b>30</b>	<b>28</b>	<b>28</b>
<b>Project Schedule</b>						
Project Schedule	15		10	10	10	10
<b>Total Points</b>	<b>15</b>	<b>6%</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>
<b>References</b>						
Vendor provided referrals	10		8	8	8	8
Proposal included examples of previous work	10		10	10	10	10
Clients List	10		10	8	8	8
<b>Total Points</b>	<b>30</b>	<b>12%</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>
<b>Complete Proposal Packet</b>						
Vendor Statement	5		5	5	5	5
Insurance	5		0	5	0	0
<b>Total Points</b>	<b>10</b>	<b>4%</b>	<b>5</b>	<b>10</b>	<b>5</b>	<b>5</b>
<b>Capabilities</b>						
Reviewing abilities as per local, state, federal laws	7		7	5	5	4
Design public works type projects	7		7	5	4	4
Familiarity with regulatory agency procedures	7		5	5	4	5
Prepare permits and timely submittals	7		5	4	4	4
Grant Assistance	7		7	7	5	4
Surveying, Easement and Related Services	7		7	7	5	5
CAD and GIS capabilities	7		7	7	5	5
Knowledge about local issues and areas surrounding	7		7	4	4	4
<b>Total Points</b>	<b>56</b>	<b>22%</b>	<b>52</b>	<b>44</b>	<b>36</b>	<b>35</b>
<b>Grand Total</b>						
<b>Grand Total Points Awarded</b>	<b>251</b>	<b>100%</b>	<b>195</b>	<b>190</b>	<b>151</b>	<b>150</b>



**B. Consideration and Action Regarding Amendment #1 to an Individual Project Order (IPO) with Kimley-Horn and Associates, Inc. (KHA) for Final Design of McLeroy Boulevard Phase 3. --Trenton Tidwell, P.E. City Engineer**

<b>Meeting</b>	<b>Agenda Group</b>
Tuesday, February 17, 2026, 6:00 PM	Business Item: 4B.
<b>Reference File</b>	
<b>Community Goals</b>	

**BACKGROUND/DISCUSSION:**

On July 2, 2024, City Council authorized an IPO with KHA for the final design of McLeroy Boulevard Phase 3. McLeroy Boulevard Phase 3 has completed 90% design and is moving to Final, 100% design. The project is projected to go to construction in the Fall of 2026 after Atmos and Oncor complete their necessary relocations.

The proposed IPO includes the redesign of 1,200 linear feet of McLeroy Boulevard from Western Avenue to Belmont Street. McLeroy Boulevard will be shifted South in the existing right-of-way to create room for on-street parking adjacent to the cemetery.

The tasks and fee are broken down as follows:

**Scope of Services Amount Basis**

Task 1 – McLeroy Boulevard On-street Parking \$80,000 Lump Sum

Total: \$80,000 LUMP SUM

**FINANCIAL IMPACT:**

The Total Financial Impact is \$80,000. Funding will come from the 2021 Bond Program.

**RECOMMENDATION:**

It is recommended that Amendment #1 to the Individual Project Order with Kimley-Horn and Associates, Inc. for Final Design of McLeroy Boulevard Phase 3 be authorized.

**Attachments**

[IPO--Admendment No. 1 Mcleroy Blvd, Phase 3 Final Design --McLeroy Blvd On-Street Parking.pdf](#)



January 26, 2026

Mr. Randy Newsom  
City of Saginaw  
333 W. McLeroy  
Saginaw, Texas 76179

**RE: Amendment No. 1 to McLeroy Boulevard Phase 3 Final Design**

Dear Randy:

Please find attached Amendment No. 1 to the Individual Project Order (IPO) No. McLeroy Boulevard Phaes 3 Final Design executed on July 10, 2024.

Additional services are needed for the following tasks:  
Task 1 – McLeroy Boulevard On-street Parking

Please contact me at (817) 339-2281 or [trenton.tidwell@kimley-horn.com](mailto:trenton.tidwell@kimley-horn.com) should you have any questions.

Sincerely,

**KIMLEY-HORN AND ASSOCIATES, INC.**  
TBPE No. F-928

A handwritten signature in black ink that reads "Trenton D. Tidwell". The signature is written in a cursive style with a large initial "T".

Trenton D. Tidwell, P.E.  
Project Manager

## AMENDMENT No. 1 TO INDIVIDUAL PROJECT ORDER NUMBER – McLeroy Boulevard Phase 3 Final Design

The Consultant has entered into the Agreement with Client for the furnishing of professional services, and the parties now desire to amend the Agreement.

Therefore, it is mutually agreed that the Agreement is amended to include Additional Services to be performed by Consultant and provisions for additional compensation by the Client to the Consultant, all as set forth in Scope of Services hereto. The parties ratify the terms and conditions of the Agreement not inconsistent with this Amendment, all of which are incorporated by reference.

### Scope of Services:

#### Task 1 – McLeroy Boulevard On-street Parking

- 1,200 linear feet of McLeroy Blvd will be shifted further South within the right-of-way to create room for onstreet parking adjacent to the cemetery.
- The Consultant will modify the design of McLeroy paving and profile, sidestreets, driveways, striping, drainage areas, landscape, and illumination design in these limits.
- The Consultant will incorporate the additional scope into the construction plans, project manual and OPCC.

### Terms of compensation:

Kimley-Horn will perform the services in Task 1 for the total lump sum fee below. Individual task amounts are informational only.

Task 1 – McLeroy Boulevard On-street Parking	\$80,000
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<b>Total for Amendment #1:</b>	<b>\$80,000</b>
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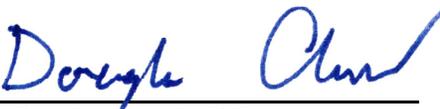
The Consultant will perform the services in all tasks for the total lump sum fee of \$80,000. Lump sum fees will be invoiced monthly based upon the overall percentage of services performed.

ACCEPTED:

CITY OF SAGINAW, TEXAS

KIMLEY-HORN AND ASSOCIATES, INC.

BY: \_\_\_\_\_  
Todd Flippo  
City Mayor

BY:   
Douglas Arnold, P.E.  
Contract Specialist

DATE: \_\_\_\_\_

DATE: 01/27/2026



**C. Consideration and action regarding Resolution No 2026-02, 2026 Work Plan--Gabe Reaume, City Manager**

Meeting	Agenda Group
Tuesday, February 17, 2026, 6:00 PM	Business Item: 4C.
Reference File	
Community Goals	

**BACKGROUND/DISCUSSION:**

Resolution No 2026-02 will adopt the 2026 Work Plan

**FINANCIAL IMPACT:**

N/A

**RECOMMENDATION:**

N/A

**Attachments**

[RESOLUTION-- 2026 Work Plan.pdf](#)

**RESOLUTION NO. 2026-02**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAGINAW, TEXAS, ADOPTING THE FISCAL YEAR 2026 ANNUAL STRATEGIC PROJECT LIST AND WORK PLAN; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Saginaw is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5, of the Texas Constitution and Chapter 9 of the Local Government Code;

**WHEREAS**, the City Council desires to establish the Fiscal Year 2026 Annual Strategic Project List and Work Plan and the action points set forth in Exhibit "A" to provide direction to the City Manager and Staff on a common understanding of priorities for the new budget year, 2026.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAGINAW, THAT:**

**SECTION 1.**

The City of Saginaw adopts the following Fiscal Year 2026 Annual Strategic Project List and Work Plan and the action points set forth in Exhibit "A" to provide direction to the City Manager and Staff on a common understanding of priorities for the new budget year, 2026:

**CITY COUNCIL  
2026 ANNUAL STRATEGIC PROJECT LIST AND WORK PLAN**

- **Employee Personnel Manual Update**
- **2026 Bond Communication and Informational Awareness**
- **Creation of "Friends of Parks" or other parks related non-profit**
- **Citywide Tree Assessment/Tree Relocation Program**
- **Update and Standardize Gateway/City Limits/"Welcome" Monument Signs**
- **Update of the Economic Development Plan (Last adopted in 2016)**
- **Review a Street Maintenance Fee**
- **Update facility deposit fees, rental fees, and program offerings. (Recreation and Aquatics)**
- **Hotel Recruitment/Hotel Market Study**
- **Cyber Security Audit Risk Assessment**
- **Minimum Property Standards Compliance-Hotels**
- **Strategic Plan Review**

**SECTION 2.**

That this resolution shall be effective immediately from and after its adoption.

**ADOPTED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026.**

**APPROVED: \_\_\_\_\_**

Todd Flippo, Mayor

**ATTEST: \_\_\_\_\_**

Vicky Vega, City Secretary