



City of Saginaw

Meeting and/or Executive Session Agenda

Tuesday, March 3, 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

- 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--Pastor Joe Rangel, SOBA 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

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 February 17, 2026, meeting--Vicky Vega, City Secretary
- 2.B. Action regarding the Purchase of Police Patrol Units- Russell Ragsdale, Police Chief
- 2.C. Action regarding Memo of Understanding for the Library Courier serving the MetroShare Community of Libraries--Ellen Ritchie, Library Director

- 2.D. Action regarding Ordinance No. 2026-04, amending Saginaw City Ordinance Sec 82-1, Solid Waste Franchise Agreement--Lee Howell, Assistant City Manager
- 2.E. Action regarding Ordinance No. 2026-05, amending the Master Fee Schedule by amending the Water and Sewer Tap Fees--Debra Thomas, Permit & Customer Service Supervisor

3. Proclamations-Presentations

- 3.A. Recognitions/Presentations--Gabe Reaume, City Manager
- 3.B. Discussion regarding recordings of boards and committees and making the recordings available for public view--Nick Lawson, Councilmember Place 2

4. Business

- 4.A. Consideration and Action regarding Ordinance No. 2026-06 amending Saginaw City Ordinance Sec 94-62. Parking Of Certain Vehicles Prohibited On Certain Streets -- Doug Spears, Fire Chief

5. Executive Session

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 Posted Item.

6. Adjournment

- 6.A. Adjournment--Todd Flippo, Mayor

Date Posted: _____ Time: _____ By:

Date Retrieved: _____ Time: _____ By:



A. Action regarding Minutes February 17, 2026, meeting--Vicky Vega, City Secretary

Meeting	Agenda Group
Tuesday, March 3, 2026, 6:00 PM	Consent Agenda Item: 2A.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

Draft Minutes from the February 17, 2026 meeting.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

N/A

Attachments

[Draft Minutes--2-17-2026.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 17, 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
- Vickie Weldon, Recreation Services Manager
- Ronnie Horton, Adult Library Services

Absent from the Meeting:

- Randy Newsom, Director of Public Works

Visitors at the Meeting:

- Judge Christopher Gregory
- Dan Dittsfurth

1. Call To Order

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

Mayor Flippo called the meeting 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--Dr. Mark Towns, First Baptist Church

Councilmember St. Clair gave the invocation in absence of Dr. Mark Towns.

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

Motion was made by Councilmember Junkersfeld and seconded by Councilmember St. Clair to approve item 2A, 2B, 2C and to remove 2D from the Consent Agenda. Motion carried. 7-0-0-0.

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

Council approved the Minutes from the February 3, 2026.

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

Council approved repairs and improvements to the Aquatic Center, including repainting and gel coated of the play structures and slides in the amount of \$78,655, as well as replacements of the treads and decking on the slide tower for a cost of \$47, 970. All work is funded with the approved FY 2025/2026 budget.

This item was approved through Consent.

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.

Council 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.

This item was approved through Consent.

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

**** Item was Removed from Consent**

Council discussed two non-substantive changes requested by Mr. Elkins attorney to the purchase agreement. Staff also clarified that the purchase agreement price would increase from \$650,000 to \$700,000, reflecting an additional \$50,000 related to demolition of the existing structure to accommodate a future dedicated turn lane improvement.

City Manager Reaume explained that the City would acquire approximately a thirteen foot strip of property and that the demolition would be completed by the property owner prior to the closing.

Council discussed whether the additional \$50,000 would be structured as a reimbursement with receipt or incorporated into the purchase price, payable once the property was demolished, in order to avoid City involvement in potential asbestos abatement and demo activities.

Staff confirmed that the transaction must be completed prior to the bidding the associated roadway project, anticipated by September 2027. The project remains within the approved budget.

Motion was made by Mayor Pro-tem Felegy and seconded by Councilmember Junkersfeld to approve the increase purchase price to \$700,000 and subject to the city attorney final approval of the language in the agreement. Motion carried unanimously. 7-0-0-0.

3. Proclamations-Presentations

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

No Recognition's/Presentations by Staff.

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

Staff provided a presentation regarding the procurement process for professional services, emphasizing that firms are selected based on qualifications rather than price, in accordance with state law and established procurement standards. The presentation outlined how services such as attorneys, city engineers and architects are procured through a qualification based selection process. Staff that pricing is negotiated only after the most qualified firm is identified. The presentation also addressed fact versus fiction related to professional services procurement, clarifying common misconceptions about the selection of process, evaluation criteria, and legal requirements governing these contracts.

This item was informational and no action taken.

4. Business

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

Jarred Coursey, Assistant Director of Public Works presented staff recommendation to award the bid for professional engineering services to Kimley-Horn and Associates. Mr. Coursey provided a brief overview of the evaluation process, explaining that four vendors proposals were received and reviewed by a scoring committee comprised of City staff. Each proposal was evaluated using a standardized scoring metrics that included the following criteria:

- Company background
- Related project experience
- Staff members
- Project Schedule
- Reference
- Complete Proposal Packet
- Capabilities

Following a comprehensive review of the submitted proposals and services offered, staff recommended awarding the engineering services contract to Kimley-Horn. Staff noted that Kimley-Horn consistently provides high quality service due to the firms depth of expertise and available resources. Additionally, maintaining a consistent engineering workflow is critical to daily operations, and Kimley-Horn's reliability, availability, and institutional knowledge help the City achieve that continuity.

Council discussed prior projects that were considered dissatisfaction and expressed concerns regarding past performance. There was discussion to bring the other vendors who submitted a proposal to make a presentation to Council.

Motion was made by Councilmember Lawson and seconded by Mayor Pro-tem Felegy to Table item and have various vendors present to Council their proposals. Motion passed. 5-2-0-0-. (Yea: Felegy, St.Clair, Morrison, Lawson, Junkersfeld) (Nay: Copeland and Flippo)

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

Council approved Amendment No. 1 to an Individual Project Order (IPO) with Kimley-Horn and Associates for the final design of McLeroy Blvd, Phase 3. The amendment includes the redesign of approximately 1,200 linear feet of McLeroy Blvd, extending from Western Center to Belmont Street. The revised design shifts McLeroy Blvd south within the existing right-of-

way to accommodate on street parking adjacent to the cemetery. The project cost for the design scope of work for the IPO is a \$80,000 and will be paid from the 2021 Bond funding.

Motion was made by Mayor Pro-tem Felegy and seconded by Councilmember Junkersfeld to approve item as presented. Motion carried unanimously. 7-0-0-0.

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

Council approved Resolution No. 2026-02, 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

Motion was made by Councilmember St. Clair and seconded by Councilmember Junkersfeld to approve item. Motion carried unanimously. 7-0-0-0.

5. Executive Session

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

6.A. Adjournment--Todd Flippo, Mayor

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

Mayor Flippo adjourned the meeting at 7:36 p.m.



B. Action regarding the Purchase of Police Patrol Units- Russell Ragsdale, Police Chief

Meeting	Agenda Group
Tuesday, March 3, 2026, 6:00 PM	Consent Agenda Item: 2B.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

During the budgeting process the Police Department was approved to purchase three Police Tahoe's. Reliable Chevrolet has been chosen as the vendor and the vehicles are on the TIPS bidding contract (#230404)

FINANCIAL IMPACT:

Cost for three Police Tahoe units is \$161,010. These funds were dedicated for vehicle purchase through the Crime Control and Prevention District fund during the budgeting process.

RECOMMENDATION:

Staff recommend that Council approve the purchase.

Attachments

[2026 vehicle purchase.pdf](#)



C. Action regarding Memo of Understanding for the Library Courier serving the MetroShare Community of Libraries--Ellen Ritchie, Library Director

Meeting	Agenda Group
Tuesday, March 3, 2026, 6:00 PM	Consent Agenda Item: 2C.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

The proposed Memorandum of Understanding (MOU) replaces the current MOU that established the internal courier that serves the MetroShare Community of Libraries. After running the courier for several years, the MetroShare Board of Directors reviewed the operations of the courier and agreed on several additions to the MOU, including route, holidays, and ongoing pricing structure. The courier was partially grant-funded in the first two years, but is now funded entirely by the MetroShare libraries.

The Benbrook Library District provides the courier vehicle and personnel, while each of the member libraries pay a proportionate share of the costs. The courier transports books, media, and other materials back and forth between all eleven libraries, enabling each to provide a wider variety of library materials to patrons in a timely fashion. The MetroShare courier currently stops at the Saginaw Public Library twice a week.

FINANCIAL IMPACT:

The annual cost for the courier is already budgeted in the General Fund.

RECOMMENDATION:

Staff recommends approval.

Attachments

[2026 MetroShare Courier MEMORANDUM OF UNDERSTANDING.pdf](#)



MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) is entered into by and between the Benbrook Library District; the City of Burleson, Texas; the City of Decatur, Texas; the Forest Hill Library District; the City of Haltom City, Texas; the City of Haslet, Texas; the City of Keller, Texas; the City of Richland Hills, Texas; the City of Roanoke, Texas; the City of Saginaw, Texas; and the City of Watauga, Texas (individually referred to as “Party” and collectively referred to as “Parties”) effective October 1, 2026.

WHEREAS the Interlocal Cooperation Act, Chapter 791, Government Code, authorizes local governments to contract with one another for the performance of governmental functions and services; and

WHEREAS the Parties have entered into an MOU (“Reciprocal Lending Agreement”) for the reciprocal lending of library materials; and

WHEREAS the Benbrook Library District (“Benbrook”) has acquired a vehicle suitable for transporting books and other library materials to Parties participating in the Reciprocal Lending Agreement.

NOW, THEREFORE, the Parties hereby contract, agree, and covenant for good and valuable consideration as follows:

- I. Responsibilities of Parties
 - a. Benbrook’s Responsibilities
Benbrook agrees to:
 - i. Acquire, maintain, and insure a vehicle suitable for the transportation of books and other library materials.
 - ii. Hire employee(s) whose primary responsibility will be to transport books and other library materials shared in accordance with the Reciprocal Lending Agreement to each of the Parties.
 - iii. Use its best efforts to schedule the delivery of books and other library materials shared in accordance with the Reciprocal Lending Agreement to each of the Parties on a consistent basis in accordance with the Schedule set forth in Exhibit A attached hereto and incorporated herein. Benbrook shall have no responsibility for delivering materials on days on which Benbrook is closed for holidays or staff training.
 - iv. Provide a monthly report that is shared with the MetroShare Board of Directors regarding the services provided herein.
 - v. Set a fair annual cost for the Parties’ total responsibilities based on gasoline expenses and the salary of employee(s) hired in accordance with paragraph I.a.ii.
 - vi. Issue invoices each October for the fees owed under the other Parties’ responsibilities.

vii. In consideration of the administrative, financial, and similar obligations unique to Benbrook in fulfilling this MOU, the other Parties agree to indemnify Benbrook for any costs (including court costs and attorneys fees), loss, damage, injury, or death to persons or property resulting from any legal or equitable actions (“Claims”) in connection with Benbrook’s use of the vehicle, engagement of the employee(s), or related obligations which are the subject of this agreement, to extent such claims involve the other parties’ person(s) or property.

b. The Parties’ Responsibilities

i. A committee of representatives from the Metroshare Board of Directors shall be formed every 3 years to evaluate and set the distribution of the Parties’ financial responsibilities amongst the Parties. This committee shall issue a final determination in what criteria is used to assign proportionate shares of the costs outlined in paragraph I.a.v. to each Party. All parties shall have the opportunity to participate on this committee, but participation is not required.

ii. The amount to be paid by the Parties in 2026 is outlined in Exhibit B

iii. The Parties (not including Benbrook) agree to:

1. Pay the amount of their own share as determined by the committee in paragraph I.b.i.

2. Pay invoices within 30 days of receipt

c. Dispute Resolution

Disputes arising between the Parties regarding lost materials shall be resolved by the Library Directors involved in the dispute. Should the Parties fail to resolve the dispute the current Chair of MetroShare will review the matter and issue a final determination. If the Chair is involved in the dispute, the Vice Chair will issue a final determination. If the Vice Chair is also involved in the dispute, the Secretary will issue a final determination.

II. Term

a. The term of this MOU is for a period of one year beginning on October 1, 2026, and ending on September 30, 2027. This MOU shall automatically renew for successive one (1) year terms unless terminated as provided in section II.b. below.

b. Termination

i. Any party to this MOU may, without stating cause or justification, terminate this MOU by giving written notice to the other Parties at least sixty (60) days in advance of the expiration of the then current Term.

ii. If the Reciprocal Lending Agreement is terminated, this MOU will be automatically terminated at the same time.

iii. Upon termination, the MOU and the Parties’ obligations will continue through the then current Term.

III. Each Party shall operate hereunder as an independent contractor and not as an officer, member, trustee, agent, servant, or employee of any other Party. Each Party shall be solely responsible for the acts and omissions of its officers, members, trustees, agents, servants, and employees. No Party shall be responsible under the Doctrine of Respondeat Superior

for the acts and omissions of officers, members, trustees, agents, servants, or employees of any other Party.

- IV. Nothing in this MOU shall waive any statutory or common-law immunity or defense of the Parties, nor shall anything contained within this MOU inure to the benefit of any third party.
- V. The persons executing this MOU are duly authorized to sign this MOU on behalf of such Party.
- VI. This MOU contains the entire agreement of the Parties with respect to the subject matter hereof. Each Party has participated in the negotiation and review of this MOU and the terms of this MOU shall not be construed against or in favor of a Party hereto merely because such Party or its counsel is a drafter of this MOU.
- VII. Unless notified otherwise in writing, all notices are required to be given to all Parties in writing and delivered in person or sent via certified mail to the other Parties at the following respective addresses:

Party	Representative	Address	City	State	ZIP
Benbrook Library District	Executive Director	1065 Mercedes St.	Benbrook	TX	76126
Burleson Public Library	Deputy Director-Library	248 SW Johnson Ave	Burleson	TX	76028
Decatur Public Library	Library Director	1700 S Highway 51	Decatur	TX	76234
Forest Hill Library District	Library Director	6962 Forest Hill Dr.	Forest Hill	TX	76140
Haltom City Public Library	Library Services Director	4809 Haltom Rd	Haltom City	TX	76117
Haslet Public Library	Library Director	100 Gammill St.	Haslet	TX	76052
Keller Public Library	Library Director	640 Johnson Rd	Keller	TX	76248
Richland Hills Public Library	Library Director	6724 Rena Dr	Richland Hills	TX	76118
Roanoke Public Library	Library & Museum Director	308 S Walnut St	Roanoke	TX	76262
Saginaw Public Library	Library Director	304 W McLeroy Blvd	Saginaw	TX	76179
Watauga Public Library	Library Director	7109 Whitley Rd	Watauga	TX	76148

(SIGNATURE PAGES TO FOLLOW)

EXECUTED this ____ day of _____, 202__, by the Benbrook Library District.

BENBROOK LIBRARY DISTRICT

By: _____

Carol Hafer
President, Board of Trustees

Attest: _____

Erica Richardson, Executive Director

EXECUTED this ____ day of _____, 202__, by the City of Burleson, Texas.

CITY OF BURLESON, TEXAS

By: _____

Tommy Ludwig, City Manager

Attest: _____

_____, City Secretary

EXECUTED this ____ day of _____, 202__, by the City of Decatur, Texas.

CITY OF DECATUR, TEXAS

By: _____

Nate Mara, City Manager

Attest: _____

Asucena Delgado, City Secretary

EXECUTED this ____ day of _____, 202__, by the Forest Hill Library District.

FOREST HILL LIBRARY DISTRICT

By: _____

Nicole Johnson, President, Board of Trustees

Attest: _____

Title: _____

Name: _____

EXECUTED this ____ day of _____, 202__, by the City of Haltom City, Texas.

CITY OF HALTOM CITY, TEXAS

By: _____
Rex Phelps, City Manager

Attest: _____
Imelda Rodriguez, City Secretary

EXECUTED this ____ day of _____, 202__, by the City of Haslet, Texas.

CITY OF HASLET, TEXAS

By: _____
Gary Hulse, Mayor

Attest: _____
Katrina White, Acting City Secretary

EXECUTED this ____ day of _____, 202__, by the City of Keller, Texas.

CITY OF KELLER, TEXAS

By: _____
Aaron Rector, City Manager

Attest: _____
Kelly Ballard, City Secretary

EXECUTED this ____ day of _____, 202__, by the City of Richland Hills, Texas.

CITY OF RICHLAND HILLS, TEXAS

By: _____
Candice Edmonson, City Manager

Attest: _____
_____, City Secretary

EXECUTED this ____ day of _____, 202__, by the City of Roanoke, Texas.

CITY OF ROANOKE, TEXAS

By: _____
Cody Petree, City Manager

Attest: _____
_____, City Secretary

EXECUTED this ____ day of _____, 202__, by the City of Saginaw, Texas.

CITY OF SAGINAW, TEXAS

By: _____
Todd Flippo, Mayor

Attest: _____
Vicky Vega, City Secretary

EXECUTED this ____ day of _____, 202__, by the City of Watauga, Texas.

CITY OF WATAUGA, TEXAS

By: _____
Sandra Gibson, City Manager

Attest: _____
_____, City Secretary

**EXHIBIT A:
ROUTE**

Delivery Schedule

Library	Mondays	Tuesdays	Wednesdays	Thursdays	Fridays	Saturdays	Sundays
Benbrook Library District	x	x	x	x	x		
Burleson Public Library	x	x	x	x	x		
Decatur Public Library	x			x			
Forest Hill Library District	x			x			
Haltom City Public Library		x			x		
Haslet Public Library	x			x			
Keller Public Library	x	x	x	x	x		
Richland Hills Public Library			x		x		
Roanoke Public Library	x		x		x		
Saginaw Public Library			x		x		
Watauga Public Library		x		x			

Library Closings

If a Party library will be closed on a day that they would typically accept deliveries, they must notify the Benbrook Library at least 7 days in advance.

In the event of inclement weather, Benbrook will decide whether the roads are fit for safe transit and will notify the other Parties at the time the decision is made.

On days that the Benbrook Library is closed for holidays or staff training, no deliveries will be made. The following are the holidays typically observed by the Benbrook Library. Benbrook will notify parties if these holidays will be observed on days other than the official holiday date.

- Thanksgiving Day
- Day after Thanksgiving
- Christmas Eve
- Christmas Day
- New Year's Day
- Memorial Day
- Independence Day
- Labor Day
- Martin Luther King Jr Day
- Juneteenth

**EXHIBIT B:
2026 FINANCIAL RESPONSIBILITY OF PARTIES**

Party	2026 Responsibility
Benbrook Library District	\$0.00
Burleson Public Library	\$9,109.00
Decatur Public Library	\$4,130.00
Forest Hill Library District	\$2,000.00
Haltom City Public Library	\$5,679.00
Haslet Public Library	\$2,000.00
Keller Public Library	\$10,000.00
Richland Hills Public Library	\$2,000.00
Roanoke Public Library	\$3,459.00
Saginaw Public Library	\$3,890.00
Watauga Public Library	\$4,744.00
TOTAL	\$47,011.00

EXHIBIT C:
2025 Courier Pricing Committee Report

The MetroShare Courier Pricing Committee met Friday, January 17, 2025, to discuss how to divide the cost of the 25/26 FY courier service.

Committee members agreed that

- Benbrook Library should determine the cost of the courier.
- Benbrook Library's supply of the van and its organization of the courier service is their contribution, as this total far exceeds the amount paid for service by any other library.
- Using a single factor to determine each library's share does not account for the complexity of each library's unique set of circumstances, so multiple factors should be considered to calculate each library's contribution.
- There should be a minimum (\$2,000) and maximum (\$10,000) cost for courier service.
- Each library's contribution should be based on a variety of factors, including:
 - Library size
 - Library budget
 - Number of items borrowed through MetroShare
- Cost share should be determined annually, using the most recent data available
- Member libraries will be presented with a detailed invoice that includes an estimated cost savings based on their use of the courier

Using the principles listed above, the **committee recommends the following calculation method** for courier service¹

Unless otherwise noted, data used for calculation is the most recently published TSLAC Public Library Data:

- 1. Figuring the cost per library for each of the determining factors listed below**
 - a. Total Operating Revenue**
 - i. Yearly operating revenue for all member libraries is totaled
 - ii. Percentage of the whole for each library is calculated
 - iii. Total courier cost is distributed according to that percentage
 - b. Population**
 - i. Service population of each library for all member libraries is totaled
 - ii. Percentage of the whole for each library is calculate
 - iii. Total courier cost is distributed according to that percentage.
 - c. Total Circulation**
 - i. Yearly circulation for all member libraries is totaled
 - ii. Percentage of the whole for each library is calculated
 - iii. Total courier cost is distributed according to that percentage.
 - d. MetroShare Borrows**

¹ Unless otherwise noted, data used for calculation is the most recently published TSLAC Public Library Data.

- i. Koha reporting is used to determine the number of MetroShare borrows each library made in the past year
- ii. Yearly MetroShare borrows are totaled
- iii. Percentage of the whole for each library is calculated
- iv. Total courier cost is distributed according to that percentage

e. Shared Cost By Tier

- i. Libraries are divided into 3 tiers by service population
 1. Tier 1 - up to 20,000
 2. Tier 2 - 20,001 to 30,000
 3. Tier 3 - >30,000
 - ii. Cost is distributed among libraries according to tier, using the following key:
 1. Tier 1 - 5% of total courier cost
 2. Tier 2 - 11% of total courier cost
 3. Tier 3 - 15% of total courier cost
2. **Averaging the cost of those factors for each library**
 3. **If necessary, adjusting the average for any library with a result below \$2,000 and any library with a result above \$10,000**
 4. **If necessary, re-distributing the overage or underage of the minimum/maximum adjustments equally among all other libraries.**



D. Action regarding Ordinance No. 2026-04, amending Saginaw City Ordinance Sec 82-1, Solid Waste Franchise Agreement--Lee Howell, Assistant City Manager

Meeting	Agenda Group
Tuesday, March 3, 2026, 6:00 PM	Consent Agenda Item: 2D.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

Upon review of the current published City Ordinance Sec 82-1, Solid Waste, Franchise agreement, it was found to contain outdated language. This amendment removes the reference to a specific solid waste provider by company name, and amends the language by reference to the "current franchised solid waste collector". The amendment was drafted and approved by the City Attorney's Office.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval.

Attachments

[Draft--Solid Waste Ord. Amendment.AA.FINAL.pdf](#)

ORDINANCE NO. 2026-__

AN ORDINANCE OF THE CITY OF SAGINAW, TEXAS, AMENDING SECTION 82-1, “FRANCHISE AGREEMENT,” AND SECTION 82-2, “MANDATORY COLLECTION BY FRANCHISE,” OF ARTICLE I, “IN GENERAL,” OF CHAPTER 82, “SOLID WASTE,” OF THE SAGINAW CITY CODE BY AMENDING REFERENCES TO A SPECIFIC SOLID WASTE PROVIDER; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Saginaw, Texas (the “City”) 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; and

WHEREAS, the current language found in the Solid Waste ordinance is outdated and refers to a specific solid waste provider that is no longer under contract with the City; and

WHEREAS, the City Council desires to amend this language to be consistent with current solid waste operations within the City; and

WHEREAS, the City Council has determined that the regulations set forth herein are in the best interest of the health, safety, and general welfare of the citizens of the City and the public.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAGINAW, TEXAS, THAT:

SECTION 1.

Subsection (a), of Section 82-1, “Franchise Agreement,” of Article I, “In General,” of Chapter 82, “Solid Waste,” of the Saginaw City Code is hereby amended to read as follows:

“Sec. 82-1. – Franchise agreement.

- (a) The City’s current franchised solid waste collector shall have the exclusive right to engage in the business of collecting and disposing of garbage, trash, refuse, brush, debris, and other wastes from premises within the City.”

SECTION 2.

Section 82-2, “Mandatory collection by franchise,” of Article I, “In General,” of Chapter 82, “Solid Waste,” of the Saginaw City Code is hereby amended to read as follows:

“Sec. 82-2. – Mandatory collection by franchise.

It shall be unlawful for the owner or occupant of any premises within the City to employ or contract with any person other than a licensed franchise holder from the City to regularly collect and/or dispose of any garbage, trash, refuse, brush, debris, or other wastes, whether residential, business, commercial, industrial, or otherwise, from the premises of such owner or occupant within the City.”

SECTION 3.

This Ordinance shall be cumulative of all provisions of ordinances of the City and the Saginaw City Code, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event the conflicting provisions of the such ordinances and such Code are hereby repealed.

SECTION 4.

It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any section, paragraph, sentence, clause, or phrase of this Ordinance shall be declared void, ineffective, or unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such voidness, ineffectiveness, or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation herein of any such void, ineffective or unconstitutional section, paragraph, sentence, clause, or phrase.

SECTION 5.

Any person, firm, or corporation violating any of the terms and provisions of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be fined in accordance with Section 1-13 of the Saginaw City Code. Each day any such violation or violations exist shall constitute a separate offense and shall be punishable as such hereunder.

SECTION 6.

All rights and remedies of the City of Saginaw are expressly saved as to any and all violations of the provisions of the Saginaw City Code, as amended, or any other ordinances affecting the subject matter herein, which have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

SECTION 7.

The City Secretary of the City is hereby directed to publish at least twice in the official newspaper of the City, the caption and penalty clause of this Ordinance in accordance with Section 52.013(b) of the Local Government Code.

SECTION 8.

This Ordinance shall be in full force and effect from and after its passage and publication as required by law, and it is so ordained.

PASSED AND APPROVED ON this the ____ day of ____, 2026.

Todd Flippo, Mayor

ATTEST:

Victoria Vega, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Bryn Meredith, City Attorney



E. Action regarding Ordinance No. 2026-05, amending the Master Fee Schedule by amending the Water and Sewer Tap Fees--Debra Thomas, Permit & Customer Service Supervisor

Meeting	Agenda Group
Tuesday, March 3, 2026, 6:00 PM	Consent Agenda Item: 2E.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

The request is to update the water tap and sewer tap fees. The current fees were adopted in 2000.

The cost of meters has increased, and the procedure to set meters has changed.

The city used to purchase and set all water meters. We now only purchase and set 3/4" and 1" meters. The contractors are responsible to purchase and set all water meters larger than 1".

The proposal changes are:

1. Charge a fee to access our water system based on the size of the tap.
2. Charge the actual cost of the water meter (3/4" and 1") we will get a price list from our supplier and set the fee annually.
3. Charge a fee to access our wastewater system based on the size of the tap for taps larger than 6".

The request is to be able to more accurately cover the city's costs.

Attached: Copy of the proposed changes to the Master Fee Schedule

RECOMMENDATION:

Staff recommends the proposed changes.

Attachments

[Proposed -- Master Fee Schedule.pdf](#)

[Draft Ordinance-- 2026-05-- Amend Master Fee Schedule--Water and Sewer Tap Fees.pdf](#)

[Memo-- Water and Sewer Fee Update.pdf](#)

CITY OF SAGINAW FEE SCHEDULE

		PROPOSED CHANGES
Water Tap Fees (Meter Set Only)		WATER TAP ACCESS FEE
3/4" water tap, meter (electronically read)	\$ 445.00	75.00 + METER COST *
1" water tap, meter (electronically read)	\$ 555.00	100.00 + METER COST *
All water taps larger than 1"	Cost +15%	100.00 PER INCH - CONTRACTOR PROVIDES METER
		* METER COSTS WILL BE UPDATED ANNUALLY.
Sewer Tap Fees (Tie on Only)		SEWER TAP ACCESS FEE
4" sewer tap	\$ 225.00	
6" sewer tap	\$ 350.00	
All sewer taps larger than 6"		50.00 PER INCH
4' dia manhole (up to 6' depth)	Cost +15%	
Cost per vertical foot of manhole depth over 6'	Cost +15%	
All sewer services larger than 6"	Cost +15%	
Any existing single residential development will be charged at cost + 15% for tap fees. If property owner is inquiring about more than one property they		
Impact Fees	WATER	WASTEWATER
Meter Size/Type		
3/4 Inch Displacement	\$ -	\$ -
1 Inch Displacement	\$ -	\$ -
1-1/2 Inch Displacement	\$ -	\$ -
2 Inch Displacement	\$ -	\$ -
2 Inch Compound	\$ -	\$ -
2 Inch Turbine	\$ -	\$ -
3 Inch Compound	\$ -	\$ -
3 Inch Turbine	\$ -	\$ -
4 Inch Compound	\$ -	\$ -
4 Inch Turbine	\$ -	\$ -
6 Inch Compound	\$ -	\$ -
6 Inch Turbine	\$ -	\$ -
8 Inch Compound	\$ -	\$ -
8 Inch Turbine	\$ -	\$ -
10 Inch Compound	\$ -	\$ -

ORDINANCE NO. 2026-05

AN ORDINANCE OF THE CITY OF SAGINAW, TEXAS AMENDING THE MASTER SCHEDULE OF FEES ESTABLISHED BY ORDINANCE NO. 2010-14, AS AMENDED, AMENDING THE FEE FOR WATER AND SEWER TAP FEES; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Saginaw, Texas (the “City”) 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; and

WHEREAS, the City has heretofore adopted a Master Schedule of Fees for City services and permit applications; and

WHEREAS, the City desires to amend the Master Schedule of Fees to amend the fee for water and sewer tap fees in order to reflect the administrative costs incurred by the City to perform the function associated with these applications.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAGINAW, TEXAS:

SECTION 1.

That the Master Schedule of Fees established pursuant to Ordinance No. 2010-14, as amended, is hereby amended by amending the fee for water and sewer tap fees in order to reflect the administrative costs incurred by the City to perform the function associated with this application. The new fees are set forth in the attached and incorporated Exhibit “A”, hereto.

SECTION 2.

The City Secretary is hereby directed to revise the Master Schedule of Fees in accordance with the above-referenced revision. A revised Master Schedule of Fees shall be kept on file with the office of the City Secretary.

SECTION 3.

This Ordinance shall be cumulative of all provisions of the Code of Ordinances of the City and other applicable City ordinances, except where the provisions of this Ordinance are in direct conflict with the provisions of such Ordinances, in which event the applicability of the conflicting provisions of such Ordinances are hereby repealed.

SECTION 4.

It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any section, paragraph, sentence, clause, or phrase of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining sections, paragraphs, sentences, clauses, and phrases of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional section, paragraph, sentence, clause or phrase.

SECTION 5.

This Ordinance shall be in full force and effect from and after its passage and it is so ordained.

PASSED AND APPROVED THIS _____ DAY OF _____ 2026.

Todd Flippo, Mayor

ATTEST:

Vicky Vega, City Secretary



City of Saginaw

301 Saginaw Blvd S
P. O. Box 79070
Saginaw, Texas 76179
817-230-0453
Fax 817-232-8565
www.ci.saginaw.tx.us

February 24, 2026

Mayor and Council,

The request is to update the water tap and sewer tap fees. The current fees were adopted in 2000.

The cost of meters has increased, and the procedure to set meters has changed.

The city used to purchase and set all water meters. We now only purchase and set 3/4" and 1" meters. The contractors are responsible to purchase and set all water meters larger than 1".

The proposal changes are:

1. Charge a fee to access our water system based on the size of the tap.
2. Charge the actual cost of the water meter (3/4" and 1") we will get a price list from our supplier and set the fee annually.
3. Charge a fee to access our wastewater system based on the size of the tap for taps larger than 6".

The request is to be able to more accurately cover the city's costs.

Thank you,

Debra Thomas
Permit & Customer Service Supervisor



**A. Consideration and Action regarding Ordinance No. 2026-06 amending Saginaw City Ordinance Sec 94-62.
Parking Of Certain Vehicles Prohibited On Certain Streets -- Doug Spears, Fire Chief**

Meeting	Agenda Group
Tuesday, March 3, 2026, 6:00 PM	Business Item: 4A.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

Currently a vehicle with a manufacturer rated capacity of no more than three-quarter-ton (Ford F-250, Chevrolet 2500, Dodge Ram 2500, etc.) is the maximum permitted to be parked on a residential street. Although not as frequently encountered, one-ton vehicles (F-250, 3500s) are more common today and like three-quarter-ton vehicles, used both for their intended purpose of hauling/towing but also used regularly as a commuter or passenger vehicles. Parking of a one-ton vehicle on a residential roadway with primarily the same overall vehicle body dimensions, only rated carrying capacity being different, is currently against City ordinance. The proposed revision is intended to resolve that disparity.

Commonly there are two versions of one-ton pickup style vehicles, one version with single rear wheels, the other with dual rear wheels. The proposed ordinance prohibits the parking of any vehicle with six wheels or more on a residential street. The parking of any dual rear wheel vehicle would be prohibited. The wider rear width of a dual rear wheel vehicle parked in a residential roadway has the potential to reduce roadway clearance to an unsafe level of obstruction for passing vehicles, school buses and emergency vehicles. The proposed ordinance also prohibits any vehicle with more than two axles from parking on a residential roadway.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

N/A