



City of Saginaw
Meeting and/or Executive Session Agenda

Tuesday, April 7, 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 -- 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

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 from Minutes March 17, 2026, meeting--Vicky Vega, City Secretary
- 2.B. Action Regarding award of Bid for Finish Mowing/Grounds Maintenance of City Facilities & Right-of-Ways, within the City of Saginaw--Jarred Coursey, Asst. Public Works Director
- 2.C. Action Regarding award of Bid for Finish Mowing/Grounds Maintenance of City Parks--Jarred Coursey, Asst. Public Works Director

- 2.D. Action Regarding a Roof Replacement for the Recreation Center--Jarred Coursey, Asst. Director of Public Works
- 2.E. Action Regarding Special Event Alcohol Permit at the Switchyard for event hosted by Economic Development and Chamber of Commerce -- Pedro Zambrano, Director of Economic & Community Engagement

3. Proclamations-Presentations

- 3.A. Recognitions/Presentations--Gabe Reaume, City Manager
- 3.B. Presentation Regarding McLeroy Phase 3 Update--Trenton Tidwell, P.E. City Engineer
- 3.C. Young Southeast Asian Leaders Initiative (YSEALI) Program Update/Discussion--Lea Lacbao
- 3.D. IT Risk Assessment Update--Jeremiah Strickland-Iwerk
- 3.E. Workshop Regarding Signage Across the City--Susy Victor, Asst. Dir. of Economic & Community Engagement

4. Public Hearings

- 4.A. PUBLIC HEARING--Consideration and Action Regarding Resolution No. 2026-06, Adoption of Mid-Year Budget Revisions for Fiscal Year 2025-2026--Kim Quin, Finance Director

5. Business

- 5.A. Consideration and Action Regarding Tarrant County Emergency Service District #1 contract renewal -- Doug Spears, Fire Chief
- 5.B. Consideration and Action Regarding Award of Bid for Sale or Exchange of Land, 1.212 acres tract of land at East Bailey Boswell & East Jarvis Road--Randy Newsom, Director of Public Works

6. Executive Session

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

- 6.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:
- 6.B. Any Item Posted

6.C. 551.087 Texas Government Code. The City Council may convene in executive session to discuss or deliberate regarding commercial or financial information that the City has received from a business prospect that the City seeks to have locate, stay, or expand in or near the City and with which the City is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect.

6.D. City Owned Property located at Beltmill

7. Business from Executive Session

8. Adjournment

8.A. Adjournment--Todd Flippo, Mayor

Date Posted: _____ Time: _____ By: _____

Date Retrieved: _____ Time: _____ By: _____

Visit www.saginawtx.org/taxpayerimpact for Fiscal Year 2025-2026 Budget and Tax Payer Impact Statement - Pursuant to Section 551.043(c) Texas Government Code.

Date Posted: March 31, 2026 04:50 pm

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

City of Saginaw

Minutes for the City Council

333 West McLeroy Boulevard, Saginaw, Texas 76179

March 17, 2026, 6:00 PM

Present at the Meeting:

- Todd Flippo, Mayor
- Paul Felegy, Mayor Pro-Tem, Place 1 (In-late)
- Nick Lawson, Place 2
- Valerie Junkersfeld, Place 3
- Brack St. Clair, Place 4
- Shawn Morrison, Place 5
- Mary Copeland, Place 6
- Gabe Reaume, City Manager
- Kim Quin, Finance Director
- Doug Spears, Fire Chief
- Russell Ragsdale, Police Chief
- Randy Newsom, Director of Public Works
- Pedro Zambrano, Director of Economic Development & Community Engagement
- Vicky Vega, City Secretary
- Diksha, General Support Specialist
- Ronnie Horton, Adult Services Librarian

Absent from the Meeting:

- Bryn Meredith, City Attorney
- Ellen Ritchie, Library Director
- Trenton Tidwell, P.E. City Engineer
- Melanie McManus, Director of Human Resources

Visitors at the Meeting:

- Benjamin Guttery
- Jonathan Whitley

1. Call To Order

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 Joel Rangel, SOBA Church

Mayor Flippo gave the invocation in absence of Pastor Joel 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

Motion was made by Councilmember Junkersfeld and seconded by Councilmember St. Clair to approve item 2A and 2B from the Consent Agenda. Motion Approved unanimously. 7-0-0-0.

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

Council approved the minutes from the March 3, 2026, meeting.

This item was approved through consent.

2.B. Action Regarding Advance Funding Agreement for GreenRibbon Funding On-System & Landscape Maintenance Agreement for through the Texas Department of Transportation and authorizing the Mayor to execute all documents in furtherance thereof--Randy Newsom, Director of Public Works

Council approved the Advance Funding Agreement for Green Ribbon Funding On-System and Landscape Maintenance Agreement for FM156 and IH820 through the Texas Department of Transportation and authorized the Mayor to execute Resolution 2026-04 and Resolution 2026-05.

This item was approved through consent.

3. Proclamations-Presentations

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

The Council acknowledged Ms. Lea Lacbao, who is a participant in the Young Southeast Asian Leaders Initiative (YSEALI) program. Lea, is a professional civil engineer and will be staying for a month. During her visit, she will be visiting various departments within the city to gain insights and will present to council at a future meeting.

Council discussed and agreed to cancel the May 5, 2026, City Council meeting to allow attendance at the City's Cinco de Mayo event at the Switchyard. The next scheduled City Council meeting is May 12, 2026.

3.B. Presentation--Alliance For Children Services Offered & Partnership with Saginaw--Lyndsi Hughes, Alliance Representative

City Council received a presentation from two representatives from Alliance For Children, regarding the organization's services and its partnership with the Saginaw Police Department.

3.C. Work Plan Update -- Gabe Reaume, City Manager

City Council received a presentation update from City Manager Reaume, regarding the 2026 Work Plan.

4. Executive Session

Mayor Flippo called the meeting into Executive Session at 6:48 p.m.

4.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:

4.B. Any Posted Item

4.C. 551.087 Texas Government Code. The City Council may convene in executive session to discuss or deliberate regarding commercial or financial information that the City has received from a business prospect that the City seeks to have locate, stay, or expand in or near the City and with which the City is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect.

4.D. City Owned Property located at Beltmill

5. Adjournment

5.A. Adjournment--Todd Flippo, Mayor

Mayor Flippo called the meeting back into regular session at 6:59 p.m.

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

Mayor Flippo adjourned the meeting at 7:00 p.m.



B. Action Regarding award of Bid for Finish Mowing/Grounds Maintenance of City Facilities & Right-of-Ways, within the City of Saginaw--Jarred Coursey, Asst. Public Works Director

Meeting	Agenda Group
Tuesday, April 7, 2026, 6:00 PM	Consent Agenda Item: 2B.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

The City of Saginaw invited bids for furnishing and supplying all supervision, materials and equipment for the finish mowing/grounds maintenance of City Facilities and Right-of-Ways, within the City of Saginaw. Sealed bids were due **March 9, 2026**. There are two mowing cycles (A & B), the bid document specifically required a bid amount for Cycle A (weekly) and a bid amount for Cycle B (twice a month). The bids were publicly opened and tabulated. Attached: Tabulation & Bid Packet.

The City received **four** proposals from the following for **City Facilities & ROW's**

- Prestige Worldwide Services
- SRH Landscapes
- Perfect Finish
- Beast Mode DFW

FINANCIAL IMPACT:

Mowing services for City Facilities and ROW's for the period of April through December 2026, total amount \$205,575.00. Funds for this expense are budgeted for FY2025-26. Total amount in the budget \$335,290.000.

City Facilities & Right-of-Way - \$205,575.00

City Parks - \$105,440.94

Total - \$311,015.94 (Budget \$335,290.00)

RECOMMENDATION:

Staff recommends awarding the bid to SRH Landscapes for City Facilities and Right-of-ways

Attachments

[Bid Packet--City Facilities & ROW's.pdf](#)

[Bid Tabulation Mowing 3-9-26.pdf](#)

**Contract Documents and
Specifications For
Finish Mowing/Grounds Maintenance of
City Facilities & Right-of-ways**



City of Saginaw

March 2026

CITY OF SAGINAW INVITATION TO BID

*Addendum No. 1--City of Saginaw will have a Pre-Bid Meeting on March 2, 2026 at 2:00 p.m. The Pre-Bid meeting will take place at the Saginaw Public Works Facility located at 205 Brenda Lane, Saginaw, TX 76179. At the meeting there will be a discussion regarding the details listed in the mowing contracts specifications.

The City of Saginaw invites bids for furnishing and supplying all supervision, materials and equipment for the finish mowing/grounds maintenance of City Facilities and Right-of-Ways within the City of Saginaw, as described in the specifications and general conditions which will be available at the Saginaw City Hall located at 333 W. McLeroy Blvd. Sealed bids can be mailed or submitted in person (**Electronic Submissions are not accepted**) will be received by the city at the Saginaw City Hall, 333. W. McLeroy, Saginaw, Texas, until **10:00 a.m., March 9, 2026**. Proposals will be publicly opened and read aloud and retained by the City Manager for tabulation, checking and evaluation at the Saginaw City Hall, 333 West McLeroy Blvd., Saginaw, Texas, 76179. The envelope must be sealed and addressed as follows:

Honorable Mayor and City Council

City of Saginaw

333 W. McLeroy

Saginaw, TX 76179

Finish Mowing/Grounds Maintenance of City Facilities and Right-of-Ways

Do not open until 10:00 a.m., March 9, 2026

The City may consider informal any bid not prepared and submitted in accordance with the provisions hereof and may waive any informality or reject any or all bids. All bids must be completed on the approved City prepared bid documents. Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered. No bidder may withdraw bid within 60 days after bid opening.

The City of Saginaw reserves the right to reject any and all bids and act in the best interest of the City of Saginaw. All questions concerning the bidding process and specifications should be directed to Paul Wrzesinski, Operations Manager by email at pwrzesinski@saginawtx.org.

(Maps available upon request)

A. INSTRUCTIONS

1. RECEIPT AND OPENING OF BIDS

It will be the bidder's responsibility to allow sufficient time to ensure delivery by the date and time specified. Bids received after **10:00 a.m., March 9, 2026**, will be considered ineligible and returned unopened. It shall be the responsibility of each bidder to ensure his/her bid is turned into the City of Saginaw on or before the above-specified official time. The clock located at the cash register in the Saginaw City Hall lobby shall determine the "official time".

2. PREPARATION OF BID

Each bid must be submitted in a sealed envelope bearing the name and address of the bidder and the name of project for which the bid is submitted. The bid shall be typewritten or legibly prepared with ink on the forms provided within. The bidder shall properly fill in blank spaces provided. The bid form shall be legally signed. In the event that any entry made in the bid is to be altered, it shall be crossed out with ink. The new entry shall be made and initialed in ink.

3. CONDITIONS OF WORK

At the time of the bid opening, it is understood and agreed that the Contractor has, by careful examination, satisfied himself as to the nature and location of the work and has fully informed himself of the general and local conditions relating to the work and any and all other matters that can in any way effect the work under this contract. Contractor has read and is thoroughly familiar with the specifications and contract documents (including any addenda). Failure to do so will not relieve the successful bidder of his obligation to furnish all material and labor necessary to carry out the provisions of the contract. No verbal agreement or conversation with any officer, agent or employee of the Owner, either before or after the execution of this contract, shall affect or modify any of the terms or obligations herein contained.

4. LAWS AND REGULATIONS

The bidder's attention is directed to the fact that all applicable State laws, municipal ordinances and the rules and regulations of all authorities having jurisdiction over the project shall apply to the contract throughout, and they will be deemed to be included in the contract the same as though herein written out in full.

5. METHOD OF AWARD

This contract shall be awarded for the lowest base bid, on a per cycle basis, submitted by a responsible bidder meeting the requirements of the City of Saginaw. In submitting a bid, Bidders verify their bid will be valid for sixty (60) days after the opening of bids. No award will be made until after investigations are made as to the responsibilities of the bidder.

6. ADDENDA

Any addenda issued during the time of bidding or forming a part of the contract documents furnished to the bidder for the preparation of his proposal, shall be covered in the proposal, and shall be made a part of the contract. Receipt of each addendum shall be acknowledged in the proposal.

7. REFERENCES

Bidders shall provide references on lawn/grounds care currently under contract by the bidder. These references must include a contact person, the name of the company, telephone number, location and project size. 2

B. GENERAL REQUIREMENTS

1. CONTRACT PERIOD

The term of the contract shall be from **April 1, 2026**, through **December 31, 2026**, with the **option to renew the contract for two additional one- year terms**.

Renewal shall be based on an evaluation by the Owner of the contractor's performance during the previous period, budget requirements, etc. Per cycle mowing price is to be bid for the initial period only.

After the completion of the initial contract term, the Contractor shall submit the renewal proposal with any proposed price changes, and justification for price increase to the Owner no later than **January 5, 2027**. Increases in contract pricing

shall not exceed the consumer price index of the Dallas/Fort Worth standard metropolitan area for the previous twelve-month period. Renewal shall be at the sole discretion of the Owner.

2. GENERAL CONDITIONS

Contractors submitting bids certify that they possess all necessary equipment, facilities, personnel and work experience to fulfill the terms of the contract at the time of bid submission, or that they will have the necessary equipment and personnel and be ready to proceed on the starting date. **A list of all available equipment shall be submitted with the bid.**

The Contractor shall be required to keep sufficient equipment and labor on hand to do complete mowing of the areas specified by contract, as often as may be specified should the growing season demand.

3. METHOD OF OPERATION

The Contractor will work under the direction of the Field Operations Superintendent or his representative. No payment, on any basis, will be made for unsatisfactory work. The determination of the Field Operation's representative shall be final on all work.

The Contractor shall provide a monthly invoice showing the dates the work took place to the City. Payment by the City will be made within thirty (30) days of receipt of invoice.

The City of Saginaw reserves the right to cancel the contract at any time without penalty.

All operations and expenses connected with the operations described in the specifications shall be the responsibility of the contractor.

- a.** The Contractor shall provide his/her own equipment, labor, fuel and any other materials necessary to complete the required work. The Contractor shall be responsible for the maintenance and repair of his/her own equipment and the availability and supervision of his/her employees.

b. The Contractor is required to have a competent and experienced supervisor/ foreman with each group at all times. The supervisor/foreman referred to herein may be a working foreman operating a mower.

c. The Contractor will perform all handwork required to provide an efficient mowing and trimming operation.

d. There shall be no subcontractors used by the Contractor to fulfill any items or conditions of the contract without prior written consent of the City.

4. INSURANCE

A. Types and Amounts: Prior to commencement of work pursuant to this Agreement, the contractor shall furnish the City with proof of insurance as required by this section. Coverages shall be of the following types and not less than the specified amounts:

1. Workers' compensation as required by Texas law, with the policy endorsed to provide a waiver of subrogation as to the City; employer's liability insurance of not less than the minimum statutory amounts.

2. Commercial general liability insurance, including premises- operations; independent contractor's liability and contractual liability covering, but not limited to, the liability assumed under the indemnification provisions of this Contract, fully insuring Contractor's liability for injury to or death of third parties or City employees, broad form property damage, with minimum limits as set forth below:

Bodily Injury \$500,000 Each Occurrence
Bodily injury \$1,000,000 Annual Aggregate
Property Damage \$200,000 Each Occurrence

Contractual Liability:

Bodily Injury \$500,000 each occurrence
Property Damage \$500,000 each occurrence
Personal Injury \$500,000 Annual Aggregate
With employment exclusion deleted

3. Comprehensive automobile and truck liability insurance, covering owned, hired and non-owned vehicles, with a combined bodily injury and property

damage minimum limit of \$1,000,000 per occurrence; or separate limits of \$500,000 for bodily injury (per person), and \$500,000 for property damage. Such insurance shall include coverage for loading and unloading hazards.

B. Policy Endorsements: Each insurance policy to be furnished by Contractor shall include the following conditions by endorsement to the policy:

1. The liability insurance policy shall name City as an additional insured using endorsement GC 2010 or broader; the policy phrase "other insurance" shall not apply to the City where the City is an additional insured; the policy shall specify that it is primary and non-contributory with any of the City's policies and will state that each insured is provided coverage as though a separate policy had been issued to each, except that the insurer's liability will not be increased beyond the amount for which the insurer would have been liable had only one insured been covered.
2. Each policy shall require that **30 days** prior to cancellation, non-renewal or any material change in coverage, a notice thereof shall be given to City by certified mail. If the policy is canceled for nonpayment of premium, only 15 days written notice to City is required.
3. The term "City" shall include all authorities, boards, bureaus, commissions, divisions, departments and offices of the city and individual members, employees and agents thereof in their official capacities, and/or while acting on behalf of the City.
4. All policies are to be written through companies duly licensed to transact that class of insurance in the State of Texas.
5. All liability policies required herein shall be written with an "occurrence" basis coverage trigger; and
6. Prior to the effective date of cancellation of any policy, Contractor shall deliver to the City a replacement certificate of insurance or proof of reinstatement.

5. INDEMNITY

CONTRACTOR COVENANTS AND AGREES TO INDEMNIFY, AND DOES HEREBY INDEMNIFY, HOLD HARMLESS AND DEFEND CITY, ITS OFFICERS, AGENTS, SERVANTS AND EMPLOYEES, FROM AND AGAINST ANY AND ALL CLAIMS OR SUITS FOR PROPERTY DAMAGE OR LOSS AND/OR PERSONAL INJURY, INCLUDING DEATH, TO ANY AND ALL PERSONS, OF WHATSOEVER KIND OF CHARACTER, WHETHER REAL OR ASSERTED, (INCLUDING, WITHOUT LIMITATION, REASONABLE FEES AND EXPENSES OF ATTORNEYS, EXPERT WITNESSES AND OTHER CONSULTANTS), ARISING OUT OF OR IN CONNECTION WITH, DIRECTLY OR INDIRECTLY, THE PERFORMANCE OF THE SERVICES UNDER THE CONTRACT, WHETHER OR NOT CAUSED, IN WHOLE OR IN PART, BY ALLEGED NEGLIGENCE OF OFFICERS, AGENTS, SERVANTS, OR EMPLOYEES OF CITY; AND CONTRACTOR HEREBY ASSUMES ALL LIABILITY AND RESPONSIBILITY FOR SUCH CLAIMS OR SUITS. CONTRACTOR SHALL LIKEWISE ASSUME ALL LIABILITY AND RESPONSIBILITY AND SHALL INDEMNIFY CITY FOR ANY AND ALL INJURY OR DAMAGE TO CITY PROPERTY, ARISING OUT OF OR IN CONNECTION WITH ANY AND ALL ACTS OR OMISSIONS OF CONTRACTOR, ITS OFFICERS, AGENTS, SERVANTS, EMPLOYEES, CONTRACTORS, SUBCONTRACTORS, LICENSEES, OR INVITEES.

5. SPECIFICATIONS

1. BASE BID MOWING REQUIREMENTS:

Mowing Cycle A - shall include the mowing, edging, **weed removal in flower beds**, and trimming of all grass and weeds to a height of 2" within each area once a week and generally described as follows:

Saginaw Recreation & Aquatic Center - 633 W. McLeroy Blvd.

Saginaw Police Complex - 505 W. McLeroy Blvd.

Keeter Building - 355 W. McLeroy Saginaw

Library - 304 W. McLeroy Blvd.

City Hall - 333 W. McLeroy

Saginaw Fire Station # 1 - 700 W. McLeroy.

Saginaw Fire Station # 2 - 801 Basswood Blvd. (Oncor Easement to Redding).

Saginaw Community Center - 620 Park Center Blvd.

City Marker - 837 S. Saginaw Blvd.

Saginaw Public Works Facility including Animal Control - 205 Brenda Ln.

Belmont Saginaw Area Chamber of Commerce / Depot Foundation property -
Located at 301 S. Saginaw Boulevard.

W.J. Boaz on both sides and 4 flower beds - Located between Town Ct. on the east and Chestnut Ln. on the west.

Old Decatur Road - Medians & rights-of-ways from W. Bailey Boswell to Longhorn Road.

W.J. Boaz - N. Knowles to Old Decatur Road on both sides

Longhorn Road - Medians & rights-of-ways on northside from Saginaw Blvd. to Old Decatur Rd.

West McLeroy (both sides) - From Amber to Old Decatur Rd.

Amber Drive (both sides) – W. McLeroy to Taylor

Taylor Dr. - from Amber to 309 Taylor

Woodcrest Drive (both sides) - Knowles to Locksley

South Woodcrest Drive (both sides) - McLeroy to first house

W. Bailey Boswell Road (Center medians and both sides) - Located between Saginaw Blvd. on the east and Old Decatur Rd. on the west.

Dominion subdivision frontage on McLeroy - Located on W. McLeroy on the north side of the road just west of Willow Creek Park.

Willow Creek Estates subdivision frontage - Located on W. McLeroy (south side) at the intersection of Roberts Dr. on both the east and west sides.

Basswood Blvd. - Located between Blue Mound Rd. on the east and High Country Trail. This includes both sides of the road (north and south sides), medians and 4 flower beds

TXU Easement - Located behind Sante Fe Dr. and between Grand Central and Redding Dr.

E. Bailey-Boswell Rd. - Saginaw Main Street to Blue Mound Rd. - check with staff for areas that are maintained by School & HOA's

Knowles Drive (east & west sides) - Located between Longhorn Road on the south to just south of the N. Knowles/Normandy Lane intersection - see staff for areas maintained by HOA's.

Saginaw Boulevard (Bus. 287) - Beginning just north of the intersection with Longhorn Road to 200 feet north of E. Southern Ave., then from 1,000 feet north of E. McLeroy Boulevard north to 2,200 feet north of the Bailey Boswell Road intersection (in and around the trees and shrubs planted by the owner in the TXDOT right-of-way). This represents a mowing area that is approximately 15 feet wide (from the east edge of pavement east to the right-of-way line) by 12,990 feet long. Also, the center medians of Bus. 287 north of W.J. Boaz and north of E. Bailey Boswell to the Saginaw City limits. Also, the area on the west side of Bus.287 from Longhorn Rd. north to Hialeah.

Blue Mound Road (Hwy. 156) - center medians beginning on the south side of Loop 820 north to Industrial Boulevard and the median north of McLeroy to E. Bailey Boswell R-O-W west side of road from sidewalk to fence.

Mowing cycle B - Shall include the mowing, edging, trimming of all grass and weeds to a height of 2" within each area twice a month generally described as follows:

E. McLeroy - rights-of-ways on both sides between Saginaw Blvd. & Hwy 156

Meadows Street Ditch - located behind the houses on the South side of Meadows St.

Grand Central Pkwy. - Located south of Basswood to just past Redding Dr. (both sides of road) and north of Basswood on the east side of the road.

High Country Tr. - Located south of E. Bailey-Boswell on the west side of the road to Basswood Blvd.

Whisperwood Subdivision entrance - Located on Old Decatur Rd. on the east side between Silverbrook & Bridle Trail.

Lavonne Lane (both sides of the road) - From E. McLeroy north to Rough Rider Drive.

City Water Storage Facilities - Longhorn Pump Station, Park Center Overhead, Beltmill Pump Station, & Jarvis Rd. Overhead

Jarvis Road - Minton to Bailey Boswell Road

Mockingbird Drive - Rough Rider to Falcon

Alternate Deduct Mowing Sites: The city is requesting these sites below to be given bids on a deduct alternate basis. These bids will be assessed and added to the contract providing they fit within the city's budget.

Alternate Deducts:

Sansom Blvd. – 400 ft. East side of road.

Wagley Robertson Rd. (Triangle)- 750 ft. of Right-of-Way.

Sherwood Trail – 680 ft. of Right-of-Way.

Condor Walking Trail

Industrial Blvd. – 450 ft. in front of WAM. 920 ft. across from National Guard facility.

Industrial Blvd. – 550 ft. Southwest side of train tracks.

TXU Easement – Behind Gold Dust Ln.

Flower Bed Maintenance Deduct Alternates: add mulch, spray herbicide when needed, trim shrubs at:

All city facilities.

Saginaw Main (287) from Minton Rd. south on Saginaw Main (287).

Saginaw Main (287) from Minton Rd. north on Saginaw Main (287).

The owner shall determine the beginning and end of each growing season, however it will generally last from April through October of each year. Mowing cycles may be increased or decreased at the sole discretion of the Owner. Verification that all mowing cycles have been completed at the end of the week (first Monday following each cycle) is required to be made to the City Representative prior to payment request.

a. All debris shall be removed by the contractor prior to mowing if shredding of the debris would be detrimental to the appearance of the area. No separate pay item shall be allowed for litter control.

b. Trimming around trees and shrubs, fence lines, poles, posts, ditches and other obstructions will be performed using mechanical devices and/or hand labor with each cycle. Special care shall be taken when trimming around trees and shrubs to avoid damage to them. Any trees or shrubs damaged by the contractor shall, at the discretion of the Public Services representative, be replaced by the contractor at no cost to the owner. Any damage to the irrigation system caused by the contractor shall be immediately repaired by the contractor at no cost to the Owner.

c. Clippings shall not be blown into the streets, roadways, walkways, or waterways.

Clippings shall not normally be collected and removed from the site after each cycle. However, if excessive clippings occur, these shall be removed by the contractor. In addition, excessive clippings resulting from extended mowing frequencies due to the Contractor's delay shall be removed by the contractor.

d. Contractor shall edge all paths, walkways, and curbs with each mowing cycle.

Mechanical devices such as weed eaters, edgers, spades, shovels, etc. may be used. Contractor may not use chemicals for edging.

e. All grass clippings, leaves, and miscellaneous debris are to be removed from the walkways and streets.

f. Areas that are impossible to mow mechanically due to slopes and ditches must be cut with string trimmers or other methods acceptable to the Owner.

g. No payment for partial mowing will be made. Each cycle must be completed in order for payment to be acknowledged.

h. Base bid shall include mechanical/hand removal of all weeds and grass in flower beds and playground areas (application of chemicals by certified applicator only).

i. In the event mowing services are interrupted, postponed, or left incomplete due to a rain event or other adverse weather conditions, Contractor shall complete all unfinished mowing services within ___ (2) calendar days following the cessation of the rain event or when ground conditions reasonably permit safe and commercially practical performance. Contractor shall prioritize such unfinished services to ensure the property is maintained in accordance with the standards set forth in this Agreement. No additional fees shall be charged to Client for completion of services originally scheduled.

Please attach the following to this statement of Qualifications:

BIDDERS STATEMENT OF QUALIFICATIONS

Firm Name: _____ Date Organized: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone Number: _____ Fax Number: _____

Number of years in business under present name: _____

Former name(s) of organization: _____

Title, Name and complete address of all principals in the firm:

1. _____

2. _____

3. _____

Number of full-time employees: _____

IRS Number: _____

Please attach the following to this statement of Qualifications:

1. List of similar contracts currently being performed (include contact name, address, phone number)

2. List of at least four references with contact name, address and phone number

I hereby certify as _____ (title) of _____ (Firm Name)

that all information provided above and attached herewith is true and correct.

Signature: _____

Printed Name: _____ Date: _____

**CITY OF SAGINAW
 BID TABULATION SHEET**

Project: Mowing (April 1, 2026 - December 31, 2026)

Date: March 9, 2026

BIDDERS	AMOUNT	Monthly Cost (CycA*4 + CycB*2)	ALT BID	Annual Cost
Prestige Worldwide Services	Cycle A - \$6090 Cycle B - \$1825	\$28,010.00	\$9,850.00	\$210,075.00
SRH Landscapes	Cycle A - \$5970 Cycle B - \$1765	\$27,410.00	\$11,995.00	\$205,575.00
Perfect Finish	Cycle A - \$8,169.17 Cycle B - \$11,661.90	\$32,676.68	\$33,908.65	\$245,075.10
Beast Mode DFW	Cycle A - \$11,134 Cycle B - \$2,162	\$48,860.00	\$23,076.00	\$366,450



C. Action Regarding award of Bid for Finish Mowing/Grounds Maintenance of City Parks--Jarred Coursey, Asst. Public Works Director

Meeting	Agenda Group
Tuesday, April 7, 2026, 6:00 PM	Consent Agenda Item: 2C.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

The City of Saginaw invited bids for furnishing and supplying all supervision, materials and equipment for the finish mowing/grounds maintenance of City Parks. In the bid packet included weekly mowing services for Willow Creek Park, Highland Station Park, Sage Wood Park, Opal Jo Jennings Park, Brian Schwengler Park, William Houston Park and Kiwanis Park. Sealed bids were due **March 30, 2026**. Proposal were submitted and bids were publicly opened and tabulated. Attached: Tabulation & Bid Packet

The City received **three** proposals from the following for **City Parks**

- Prestige Worldwide Services
- Perfect Finish
- GI Mow

FINANCIAL IMPACT:

Weekly mowing services for the parks from April through October 2026, total amount \$105,440.22. Funds for this expense are budgeted for FY2025-26. Total amount in the budget \$335,290.000.

Facilities & ROW's- \$205,575.00

City Parks - \$105,440.94

Total - \$311,015.94 (Budget \$335,290.00)

RECOMMENDATION:

Staff recommends awarding the bid to Perfect Finish for City Parks

Attachments

[Bid Packet- City Parks.pdf](#)

[Bid Tabulation Mowing 3-30-2026.pdf](#)

**Contract Documents and
Specifications For**

**Finish Mowing/Grounds Maintenance of
City Parks**



City of Saginaw

March 2026

CITY OF SAGINAW INVITATION TO BID

The City of Saginaw invites bids for furnishing and supplying all supervision, materials and equipment for the finish mowing/grounds maintenance of City Facilities and Right-of-Ways within the City of Saginaw, as described in the specifications and general conditions which will be available at the Saginaw City Hall located at 333 W. McLeroy Blvd. Sealed bids will be received by the city at the Saginaw City Hall, 333. W. McLeroy, Saginaw, Texas, until **10:00 a.m., March 30, 2026**. Proposals will be publicly opened and read aloud and retained by the City Manager for tabulation, checking and evaluation at the Saginaw City Hall, 333 West McLeroy Blvd., Saginaw, Texas, 76179. The envelope must be sealed and addressed as follows:

Honorable Mayor and City Council

City of Saginaw

333 W. McLeroy

Saginaw, TX 76179

Finish Mowing/Grounds Maintenance of City Facilities and Right-of-Ways

Do not open until 10:00 a.m., March 30, 2026

The City may consider informal any bid not prepared and submitted in accordance with the provisions hereof and may waive any informality or reject any or all bids. All bids must be completed on the approved City prepared bid documents. Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered. No bidder may withdraw bid within 60 days after bid opening.

The City of Saginaw reserves the right to reject any and all bids and act in the best interest of the City of Saginaw.

All questions concerning the bidding process and specifications should be directed to Paul Wrzesinski, Operations Manager, pwrszinski@saginawtx.org

(Maps available upon request).

A. INSTRUCTIONS

1. RECEIPT AND OPENING OF BIDS

It will be the bidder's responsibility to allow sufficient time to ensure delivery by the date and time specified. Bids received after **10:00 a.m., March 30, 2026**, will be considered ineligible and returned unopened. It shall be the responsibility of each bidder to ensure his/her bid is turned into the City of Saginaw on or before the above-specified official time. The clock located at the cash register in the Saginaw City Hall lobby shall determine the "official time".

2. PREPARATION OF BID

Each bid must be submitted in a sealed envelope bearing the name and address of the bidder and the name of project for which the bid is submitted. The bid shall be typewritten or legibly prepared with ink on the forms provided within. The bidder shall properly fill in blank spaces provided. The bid form shall be legally signed. In the event that any entry made in the bid is to be altered, it shall be crossed out with ink. The new entry shall be made and initialed in ink.

3. CONDITIONS OF WORK

At the time of the bid opening, it is understood and agreed that the Contractor has, by careful examination, satisfied himself as to the nature and location of the work and has fully informed himself of the general and local conditions relating to the work and any and all other matters that can in any way effect the work under this contract. Contractor has read and is thoroughly familiar with the specifications and contract documents (including any addenda). Failure to do so will not relieve the successful bidder of his obligation to furnish all material and labor necessary to carry out the provisions of the contract. No verbal agreement or conversation with any officer, agent or employee of the Owner, either before or after the execution of this contract, shall affect or modify any of the terms or obligations herein contained.

4. LAWS AND REGULATIONS

The bidder's attention is directed to the fact that all applicable State laws, municipal ordinances and the rules and regulations of all authorities having jurisdiction over the project shall apply to the contract throughout, and they will be deemed to be included in the contract the same as though herein written out in full.

5. METHOD OF AWARD

This contract shall be awarded for the lowest base bid, on a per cycle basis, submitted by a responsible bidder meeting the requirements of the City of Saginaw. In submitting a bid, Bidders verify their bid will be valid for sixty (60) days after the opening of bids. No award will be made until after investigations are made as to the responsibilities of the bidder.

6. ADDENDA

Any addenda issued during the time of bidding or forming a part of the contract documents furnished to the bidder for the preparation of his proposal, shall be covered in the proposal, and shall be made a part of the contract. Receipt of each addendum shall be acknowledged in the proposal.

7. REFERENCES

Bidders shall provide references on lawn/grounds care currently under contract by the bidder. These references must include a contact person, the name of the company, telephone number, location and project size. 2

B. GENERAL REQUIREMENTS

1. CONTRACT PERIOD

The term of the contract shall be from **April 1, 2026**, through **December 31, 2026**, with the **option to renew the contract for two additional one- year terms**.

Renewal shall be based on an evaluation by the Owner of the contractor's performance during the previous period, budget requirements, etc. Per cycle mowing price is to be bid for the initial period only.

After the completion of the initial contract term, the Contractor shall submit the renewal proposal with any proposed price changes, and justification for price increase to the Owner no later than **January 5, 2027**. Increases in contract pricing shall not exceed the consumer price index of the Dallas/Fort Worth standard metropolitan area for the previous twelve-month period. Renewal shall be at the sole discretion of the Owner.

2. GENERAL CONDITIONS

Contractors submitting bids certify that they possess all necessary equipment, facilities, personnel and work experience to fulfill the terms of the contract at the time of bid submission, or that they will have the necessary equipment and personnel and be ready to proceed on the starting date. **A list of all available equipment shall be submitted with the bid.**

The Contractor shall be required to keep sufficient equipment and labor on hand to do complete mowing of the areas specified by contract, as often as may be specified should the growing season demand.

3. METHOD OF OPERATION

The Contractor will work under the direction of the Field Operations Superintendent or his representative. No payment, on any basis, will be made for unsatisfactory work. The determination of the Field Operation's representative shall be final on all work.

The Contractor shall provide a monthly invoice showing the dates the work took place to the City. Payment by the City will be made within thirty (30) days of receipt of invoice.

The City of Saginaw reserves the right to cancel the contract at any time without penalty.

All operations and expenses connected with the operations described in the specifications shall be the responsibility of the contractor.

a. The Contractor shall provide his/her own equipment, labor, fuel and any other materials necessary to complete the required work. The Contractor shall be responsible for the maintenance and repair of his/her own equipment and the availability and supervision of his/her employees.

b. The Contractor is required to have a competent and experienced supervisor/ foreman with each group at all times. The supervisor/foreman referred to herein may be a working foreman operating a mower.

c. The Contractor will perform all handwork required to provide an efficient mowing and trimming operation.

d. There shall be no subcontractors used by the Contractor to fulfill any items or conditions of the contract without prior written consent of the City.

4. INSURANCE

A. Types and Amounts: Prior to commencement of work pursuant to this Agreement, the contractor shall furnish the City with proof of insurance as required by this section. Coverages shall be of the following types and not less than the specified amounts:

1. Workers' compensation as required by Texas law, with the policy endorsed to provide a waiver of subrogation as to the City; employer's liability insurance of not less than the minimum statutory amounts.
2. Commercial general liability insurance, including premises- operations; independent contractor's liability and contractual liability covering, but not limited to, the liability assumed under the indemnification provisions of this Contract, fully insuring Contractor's liability for injury to or death of third parties or City employees, broad form property damage, with minimum limits as set forth below:

Bodily Injury \$500,000 Each Occurrence
Bodily injury \$1,000,000 Annual Aggregate
Property Damage \$200,000 Each Occurrence

Contractual Liability:

Bodily Injury \$500,000 each occurrence
Property Damage \$500,000 each occurrence
Personal Injury \$500,000 Annual Aggregate
With employment exclusion deleted

3. Comprehensive automobile and truck liability insurance, covering owned, hired and non-owned vehicles, with a combined bodily injury and property damage minimum limit of \$1,000,000 per occurrence; or separate limits of \$500,000 for bodily injury (per person), and \$500,000 for property damage. Such insurance shall include coverage for loading and unloading hazards.

B. Policy Endorsements: Each insurance policy to be furnished by Contractor shall include the following conditions by endorsement to the policy:

1. The liability insurance policy shall name City as an additional insured using endorsement GC 2010 or broader; the policy phrase "other

insurance" shall not apply to the City where the City is an additional insured; the policy shall specify that it is primary and non-contributory with any of the City's policies and will state that each insured is provided coverage as though a separate policy had been issued to each, except that the insurer's liability will not be increased beyond the amount for which the insurer would have been liable had only one insured been covered.

2. Each policy shall require that **30 days** prior to cancellation, non-renewal or any material change in coverage, a notice thereof shall be given to City by certified mail. If the policy is canceled for nonpayment of premium, only 15 days written notice to City is required.
3. The term "City" shall include all authorities, boards, bureaus, commissions, divisions, departments and offices of the city and individual members, employees and agents thereof in their official capacities, and/or while acting on behalf of the City.
4. All policies are to be written through companies duly licensed to transact that class of insurance in the State of Texas.
5. All liability policies required herein shall be written with an "occurrence" basis coverage trigger; and
6. Prior to the effective date of cancellation of any policy, Contractor shall deliver to the City a replacement certificate of insurance or proof of reinstatement.

5. INDEMNITY

CONTRACTOR COVENANTS AND AGREES TO INDEMNIFY, AND DOES HEREBY INDEMNIFY, HOLD HARMLESS AND DEFEND CITY, ITS OFFICERS, AGENTS, SERVANTS AND EMPLOYEES, FROM AND AGAINST ANY AND ALL CLAIMS OR SUITS FOR PROPERTY DAMAGE OR LOSS AND/OR PERSONAL INJURY, INCLUDING DEATH, TO ANY AND ALL PERSONS, OF WHATSOEVER KIND OF CHARACTER, WHETHER REAL OR ASSERTED, (INCLUDING, WITHOUT LIMITATION, REASONABLE FEES AND EXPENSES OF ATTORNEYS, EXPERT WITNESSES AND OTHER CONSULTANTS), ARISING OUT OF OR IN CONNECTION

WITH, DIRECTLY OR INDIRECTLY, THE PERFORMANCE OF THE SERVICES UNDER THE CONTRACT, WHETHER OR NOT CAUSED, IN WHOLE OR IN PART, BY ALLEGED NEGLIGENCE OF OFFICERS, AGENTS, SERVANTS, OR EMPLOYEES OF CITY; AND CONTRACTOR HEREBY ASSUMES ALL LIABILITY AND RESPONSIBILITY FOR SUCH CLAIMS OR SUITS. CONTRACTOR SHALL LIKEWISE ASSUME ALL LIABILITY AND RESPONSIBILITY AND SHALL INDEMNIFY CITY FOR ANY AND ALL INJURY OR DAMAGE TO CITY PROPERTY, ARISING OUT OF OR IN CONNECTION WITH ANY AND ALL ACTS OR OMISSIONS OF CONTRACTOR, ITS OFFICERS, AGENTS, SERVANTS, EMPLOYEES, CONTRACTORS, SUBCONTRACTORS, LICENSEES, OR INVITEES.

5. SPECIFICATIONS

1. BASE BID MOWING REQUIREMENTS:

Mowing Cycle - shall include the mowing, edging, **weed removal in flower beds**, and trimming of all grass and weeds to a height of 2" within each area once a week and generally described as follows:

Willow Creek Park – Located along N. Knowles and S. Knowles (approx. 65 acres).

Highland Station Park – Located off High Country Trail. (including Green Belt between TXU easement and High Country Trail).

Sagewood Park – Located in Highland Station on Sagewood Dr.

Opal Park – Located at the intersection of Opal St. and Mustang Dr.

Schwengler Park – Located at Longhorn Rd. and Thompson Dr.

William Houston Park – Located in the 600 Blk of Park Center.

Kiwanis Park – 333 W. Mcleroy.

The owner shall determine the beginning and end of each growing season, however it will generally last from April through October of each year. Mowing cycles may be increased or decreased at the sole discretion of the Owner. Verification that all mowing cycles have been completed at the end of the week (first Monday following each cycle) is required to be made to the City Representative prior to payment request.

a. All debris shall be removed by the contractor prior to mowing if shredding of the debris would be detrimental to the appearance of the area. No separate pay item shall be allowed for litter control.

b. Trimming around trees and shrubs, fence lines, poles, posts, ditches and other obstructions will be performed using mechanical devices and/or hand labor with each cycle. Special care shall be taken when trimming around trees and shrubs to avoid damage to them. Any trees or shrubs damaged by the contractor shall, at the discretion of the Public Services representative, be replaced by the contractor at no cost to the owner. Any damage to the irrigation system caused by the contractor shall be immediately repaired by the contractor at no cost to the Owner.

c. Clippings shall not be blown into the streets, roadways, walkways, or waterways. Clippings shall not normally be collected and removed from the site after each cycle. However, if excessive clippings occur, these shall be removed by the contractor. In addition, excessive clippings resulting from extended mowing frequencies due to the Contractor's delay shall be removed by the contractor.

d. Contractor shall edge all paths, walkways, and curbs with each mowing cycle. Mechanical devices such as weed eaters, edgers, spades, shovels, etc. may be used. Contractor may not use chemicals for edging.

e. All grass clippings, leaves, and miscellaneous debris are to be removed from the walkways and streets.

f. Areas that are impossible to mow mechanically due to slopes and ditches must be cut with string trimmers or other methods acceptable to the Owner.

g. No payment for partial mowing will be made. Each cycle must be completed in order for payment to be acknowledged.

h. Base bid shall include mechanical/hand removal of all weeds and grass in flower beds and playground areas (application of chemicals by certified applicator only).

i. In the event mowing services are interrupted, postponed, or left incomplete due to a rain event or other adverse weather conditions, Contractor shall complete all unfinished mowing services within ___ (2) calendar days following the cessation of the rain event or when ground conditions reasonably permit safe and commercially practical performance. Contractor shall prioritize such unfinished services to ensure the property is maintained in accordance with the standards set forth in this Agreement. No additional fees shall be charged to Client for completion of services originally scheduled.

Please attach the following to this statement of Qualifications:

BIDDERS STATEMENT OF QUALIFICATIONS

Firm Name: _____ Date Organized: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone Number: _____ Fax Number: _____

Number of years in business under present name: _____

Former name(s) of organization: _____

Title, Name and complete address of all principals in the firm:

1. _____

2. _____

3. _____

Number of full-time employees: _____

IRS Number: _____

Please attach the following to this statement of Qualifications:

1. List of similar contracts currently being performed (include contact name, address, phone number)

2. List of at least four references with contact name, address and phone number

I hereby certify as _____ (title) of _____ (Firm Name)

that all information provided above and attached herewith is true and correct.

Signature: _____

Printed Name: _____ Date: _____

**CITY OF SAGINAW
BID TABULATION SHEET**

**Project: Mowing of Parks
Date: March 30, 2026**

BIDDERS	AMOUNT	(April - October)
Prestige Worldwide Services	\$5,015.00	\$135,405
Perfect Finish	\$3,905.22	\$105,440.94
GI Mow	\$6,385.00	\$172,395



D. Action Regarding a Roof Replacement for the Recreation Center--Jarred Coursey, Asst. Director of Public Works

Meeting	Agenda Group
Tuesday, April 7, 2026, 6:00 PM	Consent Agenda Item: 2D.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

The roof of the Recreation Center has surpassed 20 years in age, and it has never undergone comprehensive repairs. Currently, it suffers from significant water damage that requires urgent attention. Due to the roof's age, the damage does not qualify for an insurance claim.

FINANCIAL IMPACT:

The funds will be taken from the 2021 Parks Bond fund. This was approved (February 2, 2026) by the Parks Board to not exceed \$230,000.

RECOMMENDATION:

City staff is seeking your consideration and approval to award the replacement of the Recreation Center Roof to Recon Construction Group for \$179,177.11.

Attachments

[Saginaw Rec Center With Gutters.pdf](#)



INVOICE

Date: 2026.03.02

INVOICE #: 00012

PCA: RFP OD-407-24

To

NAME: Coursey, Jared

ADDRESS 1: 633 West McLeroy BLVD

ADDRESS 2: Saginaw, Texas 76179

Salesperson	Job	Payment Terms	Due Date
Adams, Jordan	Flat Roof - TPO	30%/30%/40%	Pending

Qty	Description	Labor/Materials	Line Total
163.5 SQ	Prep existing roof for TPO layover	Labor/Materials	\$188,607.49
	<ul style="list-style-type: none"> - Prep all gas lines for painting. - Detach all counter, base, penetrating and edge flashing from roof. - Remove all debris from roof and ensure it is clean per manufacturer specifications. - Will notify the client of any wet insulation and if change order is needed. 		
163.5 SQ	Install TPO & layover existing roof		
	<ul style="list-style-type: none"> - Mechanically attach fleeceback TPO. - Apply cut edge sealant to cut edges with exposed nylon scrim. - Apply weathered membrane cleaner as needed. - Heat weld all seams. - Install new T-Joint patches as needed. - Install new pipe boots. - Reset all counter, base, penetrating and edge flashing. - Fully adhere TPO up the existing parapet wall approx. 1' - Terminate perimeter membrane with termination bar. 		
	Misc. Roof Work		
	Paint gas lines yellow.		
	Replace railing around hatches.		
	Replace latch handles on hatches.		

	Gutters/Downspouts		
	-Replace & color match gutters & downspouts		
	Warranty		
	2 year workmanship warranty		
	2 year post installation inspection to ensure continuous integrity of roofing system		
	20 year manufacturer warranty on materials		
	Payment Terms		
	30% Due upon scheduling installation date.		
	30% Due upon first day of work		
	40% Due upon final walk through & Certificate of Completion Signature		
	PCA Member Coefficient Discount - .95		
		Sub Total	\$188,607.49
		Discount	-\$9,430.38
		Total	\$179,177.11

Project Clarifications & Exclusions:

This proposal includes only the work specifically described in the Scope of Work section above. Any items not specifically listed are considered outside the scope of this agreement.

Permits & Fees: Permit fees, inspection fees, and other municipal costs are excluded unless otherwise stated and will be the responsibility of the Owner or Owner's representative.

Structural Conditions: This proposal does not include structural repairs or evaluation of the roof deck, framing, or building structure. Any structural issues discovered during construction will be documented and addressed through a change order if repairs are required.

Hazardous Materials: Testing, handling, or abatement of hazardous materials including asbestos-containing materials (ACM) is not included. If required by the municipality or project specifications, testing and abatement must be arranged by the Owner or Owner's representative.

Mechanical, Electrical & Other Trades: Work involving mechanical, electrical, plumbing, communication, or other rooftop equipment is excluded unless specifically included. Removal, modification, or reinstallation of rooftop equipment or supports will be performed by others unless noted in the proposal.

Roof Drains & Penetrations: Existing roof drains, curbs, pipe supports, and penetrations are assumed to be in serviceable condition unless otherwise noted. Installation of new penetrations, drains, or curbs not listed in the scope of work is excluded.

Waterproofing & Exterior Systems: Waterproofing of exterior walls, glazing systems, or through-wall penetrations is excluded unless specifically stated. Flashings associated with masonry or exterior wall systems are excluded unless included in the project scope.

Sheet Metal & Exterior Fabrications: Custom sheet metal work, canopies, architectural panels, awnings, or other exterior fabrications not specifically listed are excluded.

Temporary Work & Scheduling: Temporary roofing systems, temporary weather protection beyond normal roofing practices, or work outside normal business hours are not included unless specifically requested.

Landscaping & Site Conditions: Protection of landscaping, irrigation systems, and exterior site improvements is excluded unless noted in the scope of work. The work area should be cleared of vehicles, equipment, and personal property prior to construction.

Existing Conditions: The proposal assumes typical existing conditions. Any unforeseen conditions discovered during construction will be documented and discussed with the Owner prior to proceeding.

Material Price Changes: Due to market fluctuations, material price increases exceeding 5% may require adjustment through a written change order if the project start date is delayed beyond the proposal acceptance period.

Interior Protection: Protection of interior furnishings, equipment, and building contents is not included unless specifically stated in the scope of work.

Work by Others: Any repairs or work required due to damage caused by other contractors, tenants, or third parties is excluded.

Additional Work: Any work required due to concealed conditions, design limitations, or information not available at the time of bidding will be addressed through a change order prior to completion.

Unforeseen Conditions: If conditions are encountered that differ from those visible at the time of inspection, Recon Construction Group will notify the Owner and provide recommended solutions before proceeding. Any additional work required will be completed only after written approval.

Make all checks payable to Recon Construction Group. Invoice Is Valid for 30 Days from Date Above.

Thank you for your business!

125 Baley Ct Springtown, Texas 76082

Phone: (817) 484-6282 office@reconconstructiongroup.com



E. Action Regarding Special Event Alcohol Permit at the Switchyard for event hosted by Economic Development and Chamber of Commerce -- Pedro Zambrano, Director of Economic & Community Engagement

Meeting	Agenda Group
Tuesday, April 7, 2026, 6:00 PM	Consent Agenda Item: 2E.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

The Saginaw Economic Development Department, in partnership with the North Tarrant Chamber of Commerce, is planning a business networking event to be held on April 16, 2026, from 4:00 p.m. to 9:00 p.m. at the Saginaw Switchyard.

Alcoholic beverages are proposed to be served and consumed during the event. In accordance with Ordinance No. 2025-1, City Council approval is required to authorize the consumption of alcoholic beverages at a city sponsored event held at the Switchyard.

The proposed event meets ordinance requirements as follows:

- The Chamber will provide TABC-certified servers for alcohol service.
- A Saginaw Police Officer has been requested by staff to be present during the event.
- Alcohol consumption will be limited to the designated event area in compliance with the 200-foot requirement.



A. PUBLIC HEARING--Consideration and Action Regarding Resolution No. 2026-06, Adoption of Mid-Year Budget Revisions for Fiscal Year 2025-2026--Kim Quin, Finance Director

Meeting	Agenda Group
Tuesday, April 7, 2026, 6:00 PM	Public Hearings Item: 4A.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

Each year the current fiscal year budget is reviewed and updated for necessary changes. The attached memo outlines the proposed revisions. Adoption of the proposed resolution will modify the budget as detailed in the attachment.

FINANCIAL IMPACT:

The financial impact by fund can be found in the attachment. Funding for projects budgeted in the previous fiscal year but not completed by September 30, 2025 must be carried forward to budget for completion of the project in the current fiscal year. The budget must also be amended for items that have been approved by the City Council since the beginning of the fiscal year. The attachment details these items.

RECOMMENDATION:

Staff recommends approval of Resolution No. 2026-06 adopting the mid-year budget revisions.

Attachments

[2026 Resolution Revised Budget-Mid Year.pdf](#)

[2026 Midyear adjustment.pdf](#)

[2026 mid year budget adjustment detail.pdf](#)

**CITY OF SAGINAW
RESOLUTION NO. 2026-06**

**BY THE CITY COUNCIL OF THE CITY OF SAGINAW, TEXAS
ADOPTING A REVISED BUDGET FOR THE CITY OF SAGINAW
FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025 AND
ENDING SEPTEMBER 30, 2026**

WHEREAS, in accordance with Chapter 102 of the Texas Local Government Code and Article XII of the City Charter, notice of a public hearing before the City Council was published in the official newspaper of the City to consider adoption of the revised budget for the City of Saginaw, Texas, for the fiscal year beginning October 1, 2025 and ending September 30, 2026; and

WHEREAS, the City Council has heretofore held the public hearing to receive public comment on the proposed revised budget; and

WHEREAS, the City Council is of the opinion and finds that the revised budget is in the best interest of the municipal taxpayers and that it should be adopted and approved as presented.

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

1. That the revised budget prepared by City Staff and filed with the City Secretary, with such modifications and amendments as have been made by the City Council, a copy of which revised budget with any and all such modifications and amendments is attached hereto and incorporated by reference as part of this Resolution, be and the same is hereby approved and adopted as the budget for the operation of the City of Saginaw, Texas, for the fiscal year beginning October 1, 2025 and ending September 30, 2026.

2. That a copy of said budget as hereby adopted is hereby authorized to be filed with the City Secretary at all offices required by law.

ADOPTED AND APPROVED this the 7th day of April, 2026.

APPROVED:

Todd Flippo, Mayor

ATTEST:

Vicky Vega, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Bryn Meredith, City Attorney

MEMORANDUM

DATE: March 25, 2026
TO: Gabe Reaume, City Manager
FROM: Kim Quin, Finance Director
RE: 2025-2026 Mid-year Budget Adjustments

The attached schedule shows the recommended mid-year budget adjustments. The changes are described below.

General Fund –

- Carry forward ARPA funding and expense \$108,620 for the Keeter repurpose design.
- Reduce Tarrant County ESD revenues by \$29,000 to reflect amended contract.
- Carry forward \$625 balance of funding for Police Department radio repairs.
- Carry forward \$500,000 Economic Development Incentive Funding for the Madd Group.
- Increase funding \$18,090 for household hazardous waste expense based on revised rate and usage levels. Revised rates approved by the City Council on October 21, 2025.
- Carry forward funding \$165,265 for ERP conversion project.
- Carry forward funding \$396,175 for The Square Developer Agreement.
- Carry forward \$30,550 for emergency generator/electrical improvements at the Animal Shelter.
- Provide funding \$1,904,140 for the Keeter Building remodel approved by the City Council on 1/20/2026.
- Increase contract repairs \$136,700 for ladder truck.
- Line item increases for workers' compensation insurance expense \$27,495 partially offset by a decrease in property/liability insurance expense \$24,295.

There is a net increase in General Fund revenues of \$79,620. The use of General Fund balance is \$3,263,365. The projects being carried forward from last fiscal year total \$1,201,235. These projects were budgeted but not completed at fiscal year-end. The unspent balance of the incomplete projects was added back to the fund balance at the end of last fiscal year. The budget adjustment will provide funding for the completion of these projects in the current fiscal year. Net expenses added to the budget total \$3,263,365.

Enterprise Fund –

- Line item net decreases for insurance expense \$780.
- Carry forward funding \$136,475 for ERP conversion project.
- Carry forward funding \$162,255 for The Square Developer Agreement.
- Carry forward funding \$28,000 for the Park Center Chloramine Facility
- Carry forward funding \$27,000 for the Park Center Cathodic Protection.
- Provide funding \$669,025 for the Keeter Building remodel approved by the City Council on 1/20/2026.
- Carry forward \$33,460 for continuation of the Opal Street waterline reconstruction.
- Carry forward \$23,500 for the continuation of Fairmount Sewer Rehab Phase 2 design.

Budget adjustments will reduce the Enterprise Fund balance by \$1,078,935. The unspent balance of the incomplete projects was added back to the fund balance at the end of last fiscal year. The budget adjustment will provide funding for the completion of these projects in the current fiscal year.

Capital Projects Fund –

- Carry forward funding \$3,717,390 for Knowles Drive Phases 2 & 3 and the final estimated Tarrant County reimbursement of \$55,140 for County participation.
- Carry forward funding \$3,500 for CDBG sidewalk improvements.
- Carry forward \$3,713,425 from 2022 General Obligation Bond proceeds for the Library/Senior Center project.
- Carry forward \$198,195 for the Blue Mound Road/Industrial intersection improvements.
- Carry forward funding \$17,770 for West McLeroy Blvd and \$31,000 for East McLeroy Blvd design.
- Carry forward funding of \$843,430 for previously approved Parks projects.
- Provide funding \$230,000 and estimated grant reimbursement \$184,000 for a Comprehensive Safety Action Plan approved by the City Council on October 21, 2025.
- Provide funding \$166,000 for the quiet zone at Bailey Boswell and Saginaw Blvd approved by the City Council on December 2, 2025.
- Provide funding for playground equipment at Willow Creek Park \$116,000, Ballfield lighting \$77,000, tennis court resurfacing \$40,000, and a parks storage building \$25,000 approved by the City Council on September 16, 2025.

The net result of these budget adjustments will be an estimated \$9,434,570 use of fund balance, grant proceeds, and bond proceeds issued in previous years. The amounts carried forward are added to the funding approved in the Fiscal Year 2025/2026 budget.

Crime Control and Prevention District Fund –

- Additional Bullet Resistant Vest grant \$4,750 funding is budgeted.
- Funding of \$69,085 is carried forward for equipment and outfitting of vehicles purchased in the prior year.

The net use of CCPD Fund balance is \$64,335. The budget adjustment will provide funding for these items in the current fiscal year.

Police Expendable Trust Fund –

- Revenues of \$5,255 are estimated for confiscated property collections.

The addition to Police Expendable Trust Fund balance is \$5,255.

Drainage Utility Fund –

- Funding \$39,565 for engineering of the Saginaw System 3 Phase 1 drainage improvements is being carried forward.
- Funding of \$4,300 is added for smart manhole cover monitoring software.

The use of Drainage Utility Fund balance is \$43,865.

Street Maintenance Fund –

- Carry forward funding \$296,760 for residential street maintenance projects not completed last fiscal year.
- Transfer funding \$84,270 from residential street projects to industrial street projects for repairs on Jarvis, Minton, and Sansom.
- Carry forward funding \$188,400 for Tarrant County mill and overlay projects not completed in prior year.
- Carry forward funding \$36,960 for Opal Street reconstruction.
- Provide funding of \$70,000 for the pavement management update approved by the City Council on November 18, 2025

The use of Street Maintenance Fund balance is \$592,120.

Donations Fund –

- Funding of \$1,500 parks donations for the Cinco de Mayo event approved by the City Council on January 20, 2026.
- Additional funding of \$5,250 parks donations for fireworks display approved by the City Council on January 20, 2026.
- Carry forward funding of \$20,350 for art work and circulation equipment from Library donations.
- Funding of \$3,005 for increased cost of holiday lighting from Beautification donations, approved by the City Council October 21, 2025.
- Revenues of an additional \$1,100 for Police Donations.

The use of Donations fund balance is \$29,005. The budget modifications will provide funding for these projects in the current fiscal year.

General Escrow Fund –

- Use balance \$9,390 of prior court technology funding for court software and supplies.
- Transfer funding \$4,185 for ticket writer software from prior court technology funding to combined court technology/court security funding.
- Provide Economic Development incentive funding \$27,835 for the SPA 380 agreement approved by the City Council on November 18, 2025.

There is an estimated \$37,225 use of General Escrow Fund balance.

MID-YEAR BUDGET ADJUSTMENTS
FY 2025-2026

<u>ACCOUNT DESCRIPTION</u>	<u>ACCT NUMBER</u>	<u>DEPARTMENT</u>	<u>REVENUES</u>	<u>EXPENSES</u>	<u>COMMENTS</u>
General Fund					
ARPA Grant	01-3841-00-00		\$ 108,620.00		ARPA funding for Keeter repurpose design
Grant Assistance	01-3800-00-00		\$ (4,000.00)		Amended TC ESD contract
County Fire Run Aid	01-3820-00-00		\$ (25,000.00)		Amended TC ESD contract
Insurance-Workers Compensation	01-4190-02-00	Admin		\$ 320.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-03-00	Court		\$ 25.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-04-00	Fire		\$ 9,830.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-05-00	Police		\$ 10,090.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-06-00	Public Serv		\$ 3,270.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-07-00	Parks		\$ 215.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-08-00	Recreation		\$ 945.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-09-00	Library		\$ 180.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-10-00	Insp/Code		\$ 300.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-11-00	Animal Serv		\$ 1,375.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-12-00	Fleet Maint		\$ 530.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-14-00	IT		\$ 50.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-15-00	Emergency Mgt		\$ 20.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-16-00	Communications		\$ 40.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-17-00	Sr Center		\$ 305.00	Increased insurance expense
Radio Repairs	01-4960-05-00	Police		\$ 625.00	Carry Forward prior year radio repairs
Household Hazardous Waste	01-5765-06-00	Public Serv		\$ 18,090.00	Estimate based on revised rate and usage levels
Economic Development Incentives	01-6141-13-00	Econ Dev		\$ 500,000.00	Carry Forward Madd Group incentive
Public Official Liability	01-6562-02-00	Admin		\$ (295.00)	Decreased insurance expense
Police Liability	01-6550-05-00	Police		\$ (385.00)	Decreased insurance expense
Insurance-Gen Liability/Property	01-6500-02-00	Admin		\$ (1,565.00)	Decreased insurance expense
Insurance-Gen Liability/Property	01-6500-03-00	Court		\$ (345.00)	Decreased insurance expense
Insurance-Gen Liability/Property	01-6500-04-00	Fire		\$ (5,215.00)	Decreased insurance expense
Insurance-Gen Liability/Property	01-6500-05-00	Police		\$ (8,515.00)	Decreased insurance expense
Insurance-Gen Liability/Property	01-6500-06-00	Public Serv		\$ (2,085.00)	Decreased insurance expense
Insurance-Gen Liability/Property	01-6500-07-00	Parks		\$ (345.00)	Decreased insurance expense
Insurance-Gen Liability/Property	01-6500-08-00	Recreation		\$ (345.00)	Decreased insurance expense
Insurance-Gen Liability/Property	01-6500-09-00	Library		\$ (1,040.00)	Decreased insurance expense
Insurance-Gen Liability/Property	01-6500-10-00	Insp/Code		\$ (1,735.00)	Decreased insurance expense
Insurance-Gen Liability/Property	01-6500-11-00	Animal Serv		\$ (870.00)	Decreased insurance expense
Insurance-Gen Liability/Property	01-6500-12-00	Fleet Maint		\$ (345.00)	Decreased insurance expense
Insurance-Gen Liability/Property	01-6500-14-00	IT		\$ (345.00)	Decreased insurance expense
Insurance-Gen Liability/Property	01-6500-15-00	Emerg Mgt		\$ (175.00)	Decreased insurance expense
Insurance-Gen Liability/Property	01-6500-16-00	Communications		\$ (345.00)	Decreased insurance expense
Insurance-Gen Liability/Property	01-6500-17-00	Sr Center		\$ (345.00)	Decreased insurance expense
Contract Repairs	01-4935-12-00	Fleet Maint		\$ 136,700.00	Repairs to Ladder Truck

**MID-YEAR BUDGET ADJUSTMENTS
FY 2025-2026**

<u>ACCOUNT DESCRIPTION</u>	<u>ACCT NUMBER</u>	<u>DEPARTMENT</u>	<u>REVENUES</u>	<u>EXPENSES</u>	<u>COMMENTS</u>
Capital Outlay/Special Request	01-7000-02-00	Admin		\$ 165,265.00	Carry Forward ERP conversion project
Capital Outlay/Special Request	01-7000-06-00	Public Serv		\$ 396,175.00	Carry Forward The Square Developer Agreement
Capital Outlay/Special Request	01-7000-11-00	Animal Serv		\$ 30,550.00	Carry Forward electrical upgrade/generator funding
Keeter Building Remodel	01-7037-06-00	Public Serv		\$ 1,904,140.00	Construction funding approved by CC 1/20/26
Special Requests ARPA	01-7600-02-00	Admin		\$ 108,620.00	Carry forward balance of Keeter repurpose design
USE OF FUND BALANCE			\$ 3,183,745.00		
GENERAL FUND TOTAL			\$ 3,263,365.00	\$ 3,263,365.00	

**MID-YEAR BUDGET ADJUSTMENTS
FY 2025-2026**

<u>ACCOUNT DESCRIPTION</u>	<u>ACCT NUMBER</u>	<u>DEPARTMENT</u>	<u>REVENUES</u>	<u>EXPENSES</u>	<u>COMMENTS</u>
Enterprise Fund					
Insurance-Workers Compensation	05-4190-50-00	W/WW		\$ 2,525.00	Increased insurance expense
Insurance-Gen Liability/Property	05-6500-50-00	W/WW		\$ (3,305.00)	Increased insurance expense
Capital Outlay/Special Request	05-7000-50-00	W/WW		\$ 162,255.00	Carry Forward The Square Developer Agreement
Capital Outlay/Special Request	05-7000-50-00	W/WW		\$ 136,475.00	Carry Forward ERP conversion project
Fairmount Sewer Rehab	05-7031-55-00	W/WW project		\$ 23,500.00	Project carried forward
Opal St Reconstruction WL	05-7034-55-00	W/WW project		\$ 33,460.00	Project carried forward
Park Center Chloramine Facility	05-7035-55-00	W/WW project		\$ 28,000.00	Project carried forward
Park Center Cathodic Protection	05-7036-55-00	W/WW project		\$ 27,000.00	Project carried forward
Keeter Building Remodel	05-7037-55-00	W/WW project		\$ 669,025.00	Construction funding approved by CC 1/20/26
USE OF FUND BALANCE			\$ 1,078,935.00		
ENTERPRISE FUND TOTAL			\$ 1,078,935.00	\$ 1,078,935.00	
Capital Projects Fund					
Knowles Drive	06-1507-23-00			\$ 2,467,930.00	Project carried forward
Knowles Drive	06-1507-45-00			\$ 1,249,460.00	Project carried forward
E McLeroy Ph 1 Design	06-4061-25-00			\$ 495,000.00	Approved by CC 12/16/25
Comp Safety Action Plan	06-4062-45-00			\$ 230,000.00	Contract approved by CC 10/21/25
Comp Safety Action Plan Grant	06-3800-00-00		\$ 184,000.00		Approved by CC 10/21/25
Quiet Zone @ BB and Sag Blvd	06-1518-25-00			\$ 166,000.00	Approved by CC 12/2/25
Sidewalk improvements	06-1514-20-00			\$ 3,500.00	Project carried forward-CDBG 50th year approved 5/22/24
Blue Mound/Industrial Intersection	06-1516-20-00			\$ 198,195.00	Project carried forward
Library	06-6021-22-00			\$ 3,052,855.00	Project carried forward
Senior Center	06-5006-22-00			\$ 660,570.00	Project carried forward
W McLeroy	06-4021-25-00			\$ 17,770.00	Project carried forward
Park Projects	06-7014-23-00			\$ 843,430.00	Carry forward balance of approved Parks Projects
Park Projects	06-7014-23-00			\$ 116,000.00	Playground equipment Willow Creek approved by CC 9/16/25
Park Projects	06-7014-23-00			\$ 77,000.00	Ballfield lights approved by CC 9/16/25
Park Projects	06-7014-23-00			\$ 40,000.00	Tennis Court resurface approved by CC 9/16/25
Park Projects	06-7014-23-00			\$ 25,000.00	Parks storage building approved by CC 9/16/25
East McLeroy 2A Design	06-4023-25-00			\$ 31,000.00	Project carried forward
Tarrant County Funding	06-3851-00-00		\$ 55,140.00		TC reimbursement for Knowles Ph2&3 approved 11/4/24
USE OF FUND BALANCE			\$ 9,434,570.00		
CAPITAL PROJECTS FUND TOTAL			\$ 9,673,710.00	\$ 9,673,710.00	

**MID-YEAR BUDGET ADJUSTMENTS
FY 2025-2026**

<u>ACCOUNT DESCRIPTION</u>	<u>ACCT NUMBER</u>	<u>DEPARTMENT</u>	<u>REVENUES</u>	<u>EXPENSES</u>	<u>COMMENTS</u>
<u>Crime Control and Prevention District Fund</u>					
Grant Assistance	11-3800-00-00	Police	\$ 4,750.00		Bullet Resistant Vest grant proceeds
Capital Outlay/Special Request	11-7000-00-00	Police		\$ 69,085.00	Carry forward outfitting for vehicles purchased prior year
USE OF FUND BALANCE			\$ 64,335.00		
CRIME CONTROL AND PREVENTION DISTRICT FUND TOTAL			\$ 69,085.00	\$ 69,085.00	
<u>Police Expendable Trust Fund</u>					
Confiscated Property	12-3850-00-00		\$ 5,255.00		Record confiscated property collection
ADDITION TO FUND BALANCE			\$ -	\$ 5,255.00	
STREET MAINTENANCE FUND TOTAL			\$ 5,255.00	\$ 5,255.00	
<u>Drainage Utility Fund</u>					
Saginaw System 3 PH1 engr	14-7000-00-00			\$ 39,565.00	Carry forward funding for this project
Supplies	14-4620-00-00			\$ 4,300.00	Smart manhole cover monitoring software
USE OF FUND BALANCE			\$ 43,865.00		
DRAINAGE UTILITY FUND TOTAL			\$ 43,865.00	\$ 43,865.00	

**MID-YEAR BUDGET ADJUSTMENTS
FY 2025-2026**

<u>ACCOUNT DESCRIPTION</u>	<u>ACCT NUMBER</u>	<u>DEPARTMENT</u>	<u>REVENUES</u>	<u>EXPENSES</u>	<u>COMMENTS</u>
<u>Street Maintenance Fund</u>					
Residential Streets	16-4002-00-00			\$ 296,760.00	Carry forward funding from prior year
Residential Streets	16-4002-00-00			\$ (84,270.00)	Transfer funding for Jarvis, Minton, Sansom repairs
Industrial Streets	16-4001-00-00			\$ 84,270.00	Funding for Jarvis, Minton, Sansom repairs
TC Mill and Overlay	16-7000-00-00			\$ 188,400.00	Carry forward funding for projects not completed
Opal St Reconstruction	16-7000-00-00			\$ 36,960.00	Carry forward funding from prior year
Pavement Mgt update	16-7000-00-00			\$ 70,000.00	Approved by CC 11/18/25
USE OF FUND BALANCE			\$ 592,120.00		
DONATION FUND TOTAL			\$ 592,120.00	\$ 592,120.00	
<hr/>					
<u>Donation Fund</u>					
Special Programs	20-5232-61-00	Parks		\$ 1,500.00	Cinco de Mayo funding approved by CC 1/20/26
Special Programs	20-5232-61-00	Parks		\$ 5,250.00	Fireworks display approved by CC 1/20/26
Supplies	20-4750-62-00	Library		\$ 9,500.00	Carry forward funding for artwork approved by CC 9/16/25
Supplies	20-4750-62-00	Library		\$ 10,850.00	Carry forward funding for circ equip approved by CC 9/16/25
Contract Services	20-5235-63-00	Beautification		\$ 3,005.00	Increased cost of holiday lighting approved by CC 10/21/25
Donations Revenue	20-3940-65-00	Police	\$ 1,100.00		YTD collections - Police donation
USE OF FUND BALANCE			\$ 29,005.00		
DONATION FUND TOTAL			\$ 30,105.00	\$ 30,105.00	
<hr/>					
<u>General Escrow Fund</u>					
Data Processing Expenses	21-4300-33-00	Court		\$ 9,340.00	Court software expense
Office Supplies	21-4600-33-00	Court		\$ 50.00	Court supplies
Transfer to CCPD Fund	21-9211-33-00	Court		\$ 4,185.00	Ticket writer software expense reallocation
Transfer to CCPD Fund	21-9211-74-00	Court		\$ (4,185.00)	Ticket writer software expense reallocation
Economic Dev Incentives	21-7000-41-00	Econ Dev		\$ 27,835.00	SPA 380 Agreement approved by CC 11/18/25
USE OF FUND BALANCE			\$ 37,225.00		
GENERAL ESCROW FUND TOTAL			\$ 37,225.00	\$ 37,225.00	



A. Consideration and Action Regarding Tarrant County Emergency Service District #1 contract renewal -- Doug Spears, Fire Chief

Meeting	Agenda Group
Tuesday, April 7, 2026, 6:00 PM	Business Item: 5A.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

This year there are some notable changes regarding TCESD#1 and the annual contract renewal. Please see the accompanying explanation memo and the attached contract document.

FINANCIAL IMPACT:

The TCESD#1 contract provides revenue for rendered fire department services.

RECOMMENDATION:

Staff recommends contract approval as presented.

Attachments

[CM Memo TCESD CONTRACT 2025-2026.pdf](#)

[TCESD Saginaw Municipal Contract - FY 2026 FINAL.pdf](#)



Saginaw Fire Department

400 S. Saginaw Blvd. Saginaw, Texas 76179
Tel: 817-230-0412 Fax: 817-232-3731

DOUG SPEARS
FIRE CHIEF

TO: City Manager Gabe Reaume

FROM: Fire Chief Doug Spears

DATE: March 18, 2026

RE: 2025-2026 Tarrant County ESD # 1 Contract Renewal

As previously mentioned, Tarrant County Emergency Services District #1 (ESD) is in service model transition. The ESD is responsible for providing the fire and EMS services in the unincorporated areas of the county. Historically the ESD has solely contracted with municipal and volunteer/partial paid departments to provide those services with payment for services rendered via an annual fixed monetary amount. The ESD is in transition to a career fire department model with municipal contracting still necessary for emergency service delivery in some areas. The overall impact is reductions of contracted coverage area for many of the contracting municipal departments and a cease in operations of the three unincorporated volunteer/partial paid departments. Some of the fire apparatus, brush trucks and tanker/engines, owned by the ESD and provided to contracting departments for use in the county are being repositioned in many cases to provide adequate and reliable apparatus for the ESD's career staff and accommodate their evolving service model. In addition, the payment for services method has changed from a fixed amount to a per call, per call type funding formula.

Our ESD contract amount for the current fiscal year is \$141,600. We will receive this full payment amount with the final of the four quarterly ESD payments being made in September, however our contracted coverage area will be reduced in early April of this year. This timing corresponds with the ESD taking over the facilities of the Eagle Mountain Volunteer Fire Department and beginning career fire department operations from that location as TCESD 1 Fire Station 170. Operating as a career department from that location provides the ESD the capability of adequately serving the unincorporated areas along Bonds Ranch Road, which includes areas that we have historically been contracted to provide emergency services for. In addition to the reduction of our contracted service area, the ESD tanker/engine positioned in Saginaw is being relocated at the end of March to one of the initial four ESD career staffed fire stations.

Attached is the ESD contract agreement for this fiscal year. Typical renewal is October 1 through September of the following year, however with the change in model of the ESD and the resulting multi-entity negotiations of the contract in collaboration with legal counsel, it has only recently resulted in the final agreeable version.

As mentioned, our contracted coverage area has been reduced consisting now of primarily residential areas directly adjacent or just beyond our city limits along with the County Precinct facility on Longhorn Road. We have historically averaged around 150

responses into the county annually which is now projected at an average of about 40 minus any provision of mutual aid into the county outside of our contracted area. In appendix A of the document our coverage area is outlined red.

Per the proposed contract the ESD provides \$25,000 lump sum to contracting entities to help offset the cost of equipment and supplies. This \$25,000 is meant to replace the annual \$25,000 grant opportunities the ESD previously provided for many years. The \$25,000 grant amount has been specifically used for our personal protective equipment replacement program each year. The \$25,000 would still need to be utilized for that purpose annually. With the per call/ per call type funding formula our estimated reimbursement would be approximately \$18,000 annually. Combined with the \$25,000 lump sum payment the estimated total contract reimbursement would be approximately \$43,000.

I have reviewed the contract and recommend approval as presented.

WHEREAS, the DISTRICT has determined that it is in the best interest of the residents and property owners of the DISTRICT for the DISTRICT to enter into this Contract with the CITY; and

WHEREAS, the DISTRICT and the CITY each represent and warrant that each is in full compliance with all local, federal, and state laws applicable to its operations.

NOW THEREFORE, for and in consideration of the premises and mutual covenants hereinafter contained, the parties hereto agree with the others as follows:

ARTICLE I DEFINITIONS

Section 1.01 Findings of Fact – The DISTRICT and the CITY find that the facts and statements set forth in the preamble to this Contract are true and correct for all purposes.

Section 1.02 Definitions – The following terms shall have the respective meaning assigned to them in this Article I wherever they are used in this Contract.

ACT – Means Chapter 775, Texas Health and Safety Code, Section, as amended.

BREACH OF CONTRACT – Means an act or circumstance by either party to this Contract, which violates or results in non-compliance with this Contract or any provision herein.

CITY – Means the **CITY OF** Saginaw, Texas, a home rule municipality. duly organized and existing under the laws of the State of Texas, and in full compliance at all times with same.

CONTRACT – Means this Contract and any properly executed amendments or supplements hereto.

CURRENT DISTRICT POLICIES – Means DISTRICT policies if any, in effect on the Effective Date of this Contract.

DISTRICT – Means **TARRANT COUNTY EMERGENCY SERVICES DISTRICT NO. 1**, a political subdivision of the State of Texas created and operating pursuant to Section 48-e of Article III of the Texas Constitution and the Act, and in full compliance at all times with same.

EMERGENCY MEDICAL SERVICES or EMS – means those activities required for and related to providing service as an “Emergency Medical Services Provider” as defined by Chapter 773, Texas Health and Safety Code.

EMERGENCY SERVICES – Means those EMS and/or Fire Services the CITY agrees to provide to the Service Area under the terms of this Contract. The specific Emergency Services the CITY agrees to provide under this Contract are: All types of firefighting, rescue, and emergency medical response including ambulance transport if applicable to the contracting agency.

FIRE EXTINGUISHMENT SERVICES OR FIRE SERVICES – Means those activities which are required for and related to the control and extinguishment of fires.

SERVICE AREA – Means the geographic boundaries of a specific portion of the DISTRICT within which the CITY agrees to provide Emergency Services, which is described in **Appendix A**, attached hereto and incorporated herein for all purposes.

Section 1.03 Construction of Terms – If appropriate, in this Contract, words of the singular number shall be considered to include plural, words of the plural shall be considered to include the singular, and words of the masculine, feminine, and neutral gender shall be considered to include other genders.

ARTICLE II SERVICES TO BE PROVIDED

Section 2.01 General – During the term of this Contract, the CITY agrees to provide Emergency Services to the Service Area on a 24 hour per day seven days per week basis.

Section 2.02 Licenses and Certifications – The CITY agrees that it is legally licensed and certified to provide Emergency Services to the Service Area as called for by this Contract. The CITY further agrees to renew and maintain said licenses and certifications for the duration of this Contract.

Section 2.03 Dispatch Communications – The CITY agrees to utilize the Tarrant County Regional Communications Center (“TCRCC”) for all dispatch and fire ground communications subject to this Contract.

Section 2.04 Response Requirements

- A. **Proper Response.** For the purpose of this Section 2.04, a “Proper Response” means a CITY response to a call for assistance for Emergency Services within the Service Area that meets the same parameters for properly responding to a call for assistance for Emergency Services within the CITY’s own jurisdiction.
- B. **Minimum Response Requirement.** The CITY agrees that at least 80% of the calls for assistance for Emergency Services within the Service Area will receive a Proper Response.(“Minimum Response Requirement”).

C. Failure to Meet Minimum Response Requirement.

1. Good Faith Meeting. If the DISTRICT believes that the CITY has failed to meet the Minimum Response Requirement for two (2) or more consecutive months, the parties agree to meet, upon written request of the DISTRICT, in good faith to review and discuss the response data and circumstances relating to the DISTRICT's determination.
2. Temporary Delay of Payment. If, after the meeting between the parties, the DISTRICT believes that the issue is likely to be repeated, the DISTRICT must notify the CITY in writing of its intent to temporarily delay any payment that may be due to be paid to the CITY for the next sixty (60) days to allow the CITY time to correct the issue to the DISTRICT's satisfaction.
3. Issue Corrected. At the conclusion of sixty (60) days, if the DISTRICT determines that the issue has been corrected, the DISTRICT must immediately release any payment that was temporarily withheld from the CITY during the correction period.
4. Issue Not Corrected. If, at the conclusion of sixty (60) days, the DISTRICT determines that the issue has not been corrected, the parties may mutually agree, in writing signed by both parties, to extend the time period for correction of the issue and must address whether the delay of payment is extended as well.
5. Termination Rights Not Affected. Nothing in this section or any other section of the Contract prohibits either party from exercising the right to terminate this Contract, with or without cause, upon sixty (60) days' written notice to the other party.

Section 2.05 Reports and Other Information

- A. Reports Required. As soon as practicable after the provision of Emergency Services in the Service Area, the CITY shall complete a basic incident report in the CITY's Record Management System ("RMS"). Reports shall be a complete and accurate description of the actions taken by the CITY's personnel and shall include an appropriate narrative section.
- B. RMS Purchase Authorized. In the event that the CITY and the DISTRICT do not already use the same RMS provider, the CITY and the DISTRICT may agree that the DISTRICT will purchase a license for the DISTRICT's preferred RMS software for the CITY to use to document Emergency Services provided under this Contract. The parties not required to enter into

such agreement, and under no circumstances is the CITY required to obtain or utilize the DISTRICT's preferred RMS software.

- C. Other Report Requirement. The CITY agrees to participate in the National Response Information System ("NERIS").

ARTICLE III EQUIPMENT, MAINTENANCE, AND OPERATION

Section 3.01 Maintenance and Operation – The parties hereto agree that during the term of this Contract, the DISTRICT shall have no responsibility or liabilities whatsoever for operating, maintaining, repairing, and ensuring any equipment by which Emergency Services are provided by the CITY except as outlined in **Appendix B**, attached hereto, entitled "Maintenance and Repair of DISTRICT-Owned Equipment." Any other such responsibilities belong solely to the CITY.

Section 3.02 ISO Rating – In order to accomplish a county-wide Insurance Services Office ("ISO") rating improvement, the CITY agrees that all of its apparatus are equipped in accordance with the latest adopted version of National Fire Protection Association ("NFPA") 1901 and shall have in place a program to annually:

- Test its full complement of hoses in accordance with NFPA 1961; and
- Test its full complement of ground ladders in accordance with NFPA 1932; and
- Test the pumps of its Class A Engines in accordance with NFPA 1911.

Section 3.03 Inspection of Equipment

- A. Right to Inspect. The DISTRICT has the right to inspect DISTRICT-owned equipment and records related to maintenance of DISTRICT-owned equipment, if any, in possession of the CITY upon reasonable request.
- B. Re-Inspection. In the event that the DISTRICT notifies the CITY in writing that it has determined, based on an inspection made under this section, that DISTRICT-owned equipment is not in operating condition based on the NFPA standards described in Section 3.02, the CITY will authorize a re-inspection of such equipment by the DISTRICT to be conducted within fifteen (15) days.
- C. Temporary Delay of Payment. In the event that the DISTRICT determines, based on a re-inspection made under this section, that the DISTRICT-owned equipment is still not in operating condition based on the NFPA standards described in Section 3.02, the DISTRICT must notify the CITY in writing of its intent to temporarily delay any payment that may be due to be

paid to the CITY for the next sixty (60) days to allow the CITY time to correct the issue to the DISTRICT's satisfaction.

- D. Issue Corrected. At the conclusion of sixty (60) days, if the DISTRICT determines that the issue has been corrected, the DISTRICT must immediately release any payment that was temporarily withheld from the CITY during the correction period.
- E. Issue Not Corrected. If, at the conclusion of sixty (60) days, the DISTRICT determines that the issue has not been corrected, the parties may mutually agree, in writing signed by both parties, to extend the time period for correction of the issue and must address whether the delay of payment is extended as well.
- F. Termination Rights Not Affected. Nothing in this section or any other section of the Contract prohibits either party from exercising the right to terminate this Contract, with or without cause, upon sixty (60) days' written notice to the other party.

Section 3.04 Out of Service Apparatus and Equipment – The CITY shall notify TCRCC when, for any reason, DISTRICT-owned equipment is out of service for more than twenty-four (24) continuous hours. When the DISTRICT-owned equipment is put back in service the CITY will notify the TCRCC of same.

ARTICLE IV INSURANCE AND INDEMNIFICATION

Section 4.01 Workers' Compensation Coverage – The CITY shall maintain statutory workers' compensation coverage for its employees, officers and volunteers regarding the CITY's performance under this contract. The CITY recognizes that the DISTRICT has no responsibility to furnish this coverage and CITY waives any right to pursue the DISTRICT for liability regarding payments for this coverage or for liability regarding payments for claims filed against this coverage.

Section 4.02 Assignment of Liability – The CITY shall be responsible for any civil liability or costs that may arise from the Emergency Services that the CITY provides under this Contract. The parties agree pursuant to Section 791.006 (a-1) of the Texas Government Code that assignment of liability provided by this Contract is intended to be different than liability otherwise assigned under Section 791.006 (a) of the Texas Government Code, which provides that “the governmental unit that would have been responsible for furnishing the services in the absence of the contract is responsible for any civil liability that arises from the furnishing of those services.” The parties also agree that pursuant to Section 775.0366 (e) of the Texas Health and Safety Code that assignment of liability provided by this Contract is intended to be different than liability otherwise assigned under Section 775.0366 (d), which provides that the “district is

responsible for any civil liability that arises from furnishing those services if the district would have been responsible for furnishing the services in the absence of the contract.” It is expressly understood and agreed, however, that in the execution of this Contract, neither the CITY nor the DISTRICT waives, nor shall be deemed to waive, any immunity or defenses that would otherwise be available to it against claims arising in the exercise of governmental powers and functions, including the liability limits and immunities for a governmental unit provided by the Texas Tort Claims Act, Chapter 101, Civil Practice and Remedies Code, or other law.

Section 4.03 Line of Duty – When an employee or volunteer of the responding CITY is performing duties under the terms of this Contract, that person is considered to be acting in the line of duty for the CITY for the purposes of 32 U.S.C.A., Section 3796; is considered to be in performance of duties for the CITY within the applicable provisions of Chapter 615 of the Texas Government Code, and of Chapter 142, Texas Local Government Code; and shall be entitled to any other benefits which accrue under law as a result of injury, death, or loss which occurs while in the line of duty for the CITY under this Contract. This section does not increase the DISTRICT’s liability under this Contract.

ARTICLE V PAYMENTS BY DISTRICT

Section 5.01 Fire Service Compensation – the DISTRICT agrees to pay the CITY an estimated total sum of \$116,600 during the term of this Contract for Fire Services provided by the CITY in the Service Area. The DISTRICT will make equal quarterly payments to the CITY in the amount of \$29,150 per quarter based on this estimated total sum, with the final quarterly payment being subject to adjustment based on the pricing and payment details set forth in **Appendix C**, attached hereto, entitled “Funding Mechanism, Response Expectations, and Response Reporting.”

Section 5.02 EMS Compensation – If provided by the CITY under this Contract, the DISTRICT agrees to pay the CITY an estimated total sum of NA during the term of this Contract for Emergency Medical Services provided by the CITY in the Service Area. The DISTRICT will make equal quarterly payments to the CITY in the amount of NA based on this estimated total sum, with the final quarterly payment being subject to adjustment based on the pricing and payment details set forth in **Appendix C**.

Section 5.03 Additional Funding Details – In order to receive the payment due for each quarter, the CITY will provide to the DISTRICT a fiscal year-to-date summary report of all incidents responded to in the Service Area by the CITY. Additional details regarding funding, final quarterly payment calculation, the payment schedule, and response expectations are included in **Appendix C**. All funds to be provided hereunder shall be from current funds only.

Section 5.04 Initial Lump Sum Payment – In addition to the monetary amounts set forth in Sections 5.01 and 5.02, and prior to the payment of any of the above-described quarterly payments, the DISTRICT will pay the CITY a lump sum of twenty-five thousand and 00/100 (\$25,000.00) by October 31st of the current fiscal year. This payment is intended to help offset the operational costs of the CITY.

Section 5.05 Use of District Funds – Pursuant to Section 775.073, Texas Health & Safety Code, and other applicable law, it is understood and agreed by the parties that any funds allocated by the DISTRICT to the CITY are for maintenance and operation expenses only in the provision of the Emergency Services set forth herein, and the CITY, unless otherwise agreed to by the parties in writing, shall not use any DISTRICT allocated funds for the purchase, lease, or acquisition of any real or personal property, and any real or personal property of the CITY shall remain the sole property of the CITY, unless DISTRICT allocated funds are used to purchase, lease, or otherwise acquire real or personal property. The parties further agree that the DISTRICT does not have any ownership interest in the real and personal property owned by the CITY, except for real or personal property purchased with DISTRICT allocated funds. The DISTRICT's payments made to the CITY for services rendered under this Contract do not create an ownership interest in the real and personal property of the CITY.

ARTICLE VI ASSIGNMENT AND MODIFICATION

Section 6.01 Assignment – This Contract shall not be assignable by the CITY or the DISTRICT in whole or in part without obtaining the prior written consent of the other party. Further, this Contract may be modified only upon the prior written consent of the parties. In the event that either the CITY or the DISTRICT desires a change in the Service Area or the scope of Emergency Services to be rendered hereunder, this Contract may be amended, and the payments may be adjusted accordingly but only upon the prior written agreement of both parties. It is understood and agreed between the parties that the DISTRICT may not expand the Service Area of the CITY without the CITY'S prior written approval.

ARTICLE VII MISCELLANEOUS

Section 7.01 Compliance with Law – The CITY and DISTRICT shall observe and comply with all local, state, and federal laws, rules, and regulations applicable to the performance of obligations under this Contract.

Section 7.02 Term – This Contract shall be for a period of twelve (12) months commencing on the 1st day of October of 2025 and ending at 12:00 midnight on September 30, 2026. It is understood by THE CITY and DISTRICT that the DISTRICT shall prepare a new contract so that it may be signed on or before September 30, 2026.

Section 7.03 Termination – Notwithstanding any other language or provision in this Contract, either party may elect to terminate this Contract with or without cause upon 60 days' written notice to the non-canceling party. In the event of termination, the DISTRICT will pay a prorated share of the monies due for the remainder of that quarter only if the CITY provides services as required in the Contract during the period of time leading up to the termination date.

Section 7.04 Liaison – The CITY Manager, Administrator of Record (Sec 773.05711), or designee shall be the liaison with the DISTRICT.

Section 7.05 Notices – All notices required or permitted to be sent hereunder shall be deemed received three (3) days after the date sent by electronic mail, addressed to the party at the electronic mail address set forth below, three (d) days after the date sent by United States Mail, postage prepaid, certified mail, return receipt requested, addressed to the party at the address set forth below, or on the day actually received if sent by courier or otherwise hand-delivered to the following addresses:

If to the **DISTRICT**:

TARRANT COUNTY EMERGENCY SERVICES DISTRICT NO.1
ATTN: Executive Director
4900 River Oaks Blvd.
River Oaks, TX 76114
Email: russell.shelley@tarrantesd1.org
With a copy to: alicia.johnson@tarrantesd1.org

If to the **CITY**:

CITY OF Saginaw
ATTN: Fire Chief Doug Spears
333 W. McLeroy Blvd.
Saginaw, TX 76179
Email: dougspears@saginawfire.us

The DISTRICT or the CITY may, by notice hereunder, designate any further or different address to which subsequent notices, certificates or other communications shall be sent.

Section 7.06 Binding Effect – This Contract shall insure to the benefit of and shall be binding upon the DISTRICT and the CITY, and their respective successors and assigns.

Section 7.07 Severability – In the event any provision of this Contract shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision thereof, unless the provision invalidated should invalidate a material obligation of either party.

Section 7.08 Execution and Counterpart – This Contract may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one in the same instrument.

Section 7.09 Captions – The captions or heading in this Contract are for convenience only and in no way define, limit or otherwise describe the scope or intent of any provision or section of the Contract.

Section 7.10 Independent Contractor; Implied Rights; Conferring Rights – Nothing in this Contract shall be construed as creating a partnership, association, or joint venture. No party shall be deemed to control the other party. It is further agreed that in the performance of all obligations undertaken by this Contract, the CITY is an independent contractor with the right to supervise, manage, control, and direct the performance of Emergency Services provided under this Contract. The parties do not intend to create any obligations express or implied other than those specifically set forth herein and this Contract will not create rights in parties not signatories hereto. The employees of the CITY are not employees or agents of the DISTRICT by virtue of this Contract. The employees of the DISTRICT are not employees or agents of the CITY by virtue of this Contract. By entering into this Contract, neither the DISTRICT nor the CITY waives, nor shall either party be deemed to waive, any rights, defenses, or immunities either party may have under any applicable federal, state, or local statute, law, rule or regulation. Additionally, this Contract does not confer any rights on third parties who are not signatories to this Contract. Therefore, no person may bring suit against the CITY or the DISTRICT regarding the performance of this Contract as a third-party beneficiary of this Contract.

Section 7.11 Non-Exclusive Agreement – In order to ensure to the greatest extent practical that there will be sufficient equipment and emergency resources available to the DISTRICT, the parties acknowledge that the CITY may enter into Mutual Aid Agreements or other agreements with other non-DISTRICT emergency services organizations, fire departments, or municipalities in the area for provision of Emergency Services. The DISTRICT may also make agreements for service with other agencies or directly provide DISTRICT resources for the provision of emergency services in the Service Area.

Section 7.12 Governing Law – This Contract will be governed by the laws of the State of Texas, and venue for any action concerning this Contract shall lie in Tarrant County, Texas.

Section 7.13 Enforcement – In enforcing the performance of the provisions of this Contract all parties shall have the right to the exercise of all procedures available under applicable law or equity. No waiver or breach of any term or condition of this Contract shall be construed to waive any subsequent waiver or breach of the same or any other term or condition of this Contract.

Section 7.14 Force Majeure – To the extent that either party to this Contract shall be wholly or partially prevented from the performance within the period specified of any

obligation or duty placed on such party by any reason of or through strikes, stoppage of labor, riot, flood, failure of utilities, public water supply, invasions, insurrections, the order of any court, judge, or civil authority, pandemic or epidemic, or of act of God, then, in such event, the time for the performance of such obligation or duty shall be suspended until such inability to perform is removed.

Section 7.15 Defined Terms – The defined terms in this Contract shall have the meanings as defined herein whether or not the term appears in all capitalized letters or in upper and lower-case letters.

Section 7.16 Communications – The parties acknowledge that the typical form of regular communications between the DISTRICT and the CITY regarding the services provided under this Contract is e-mail. Therefore, it is the responsibility of both parties to immediately inform the other of any changes to agency contact information.

DISTRICT SIGNATURE

Signed this _____ day of _____, 2026.

**TARRANT COUNTY EMERGENCY SERVICES DISTRICT #1
4900 River Oaks Blvd.
River Oaks, TX 76114**

By: _____
Donnie Davis, President

ATTEST:

By: _____
Richard Casarez, Secretary/Treasurer

CITY SIGNATURE

Signed this _____ day of _____, 2026.

**CITY OF Saginaw
333 W. McLeroy Blvd.
Saginaw, TX 76179**

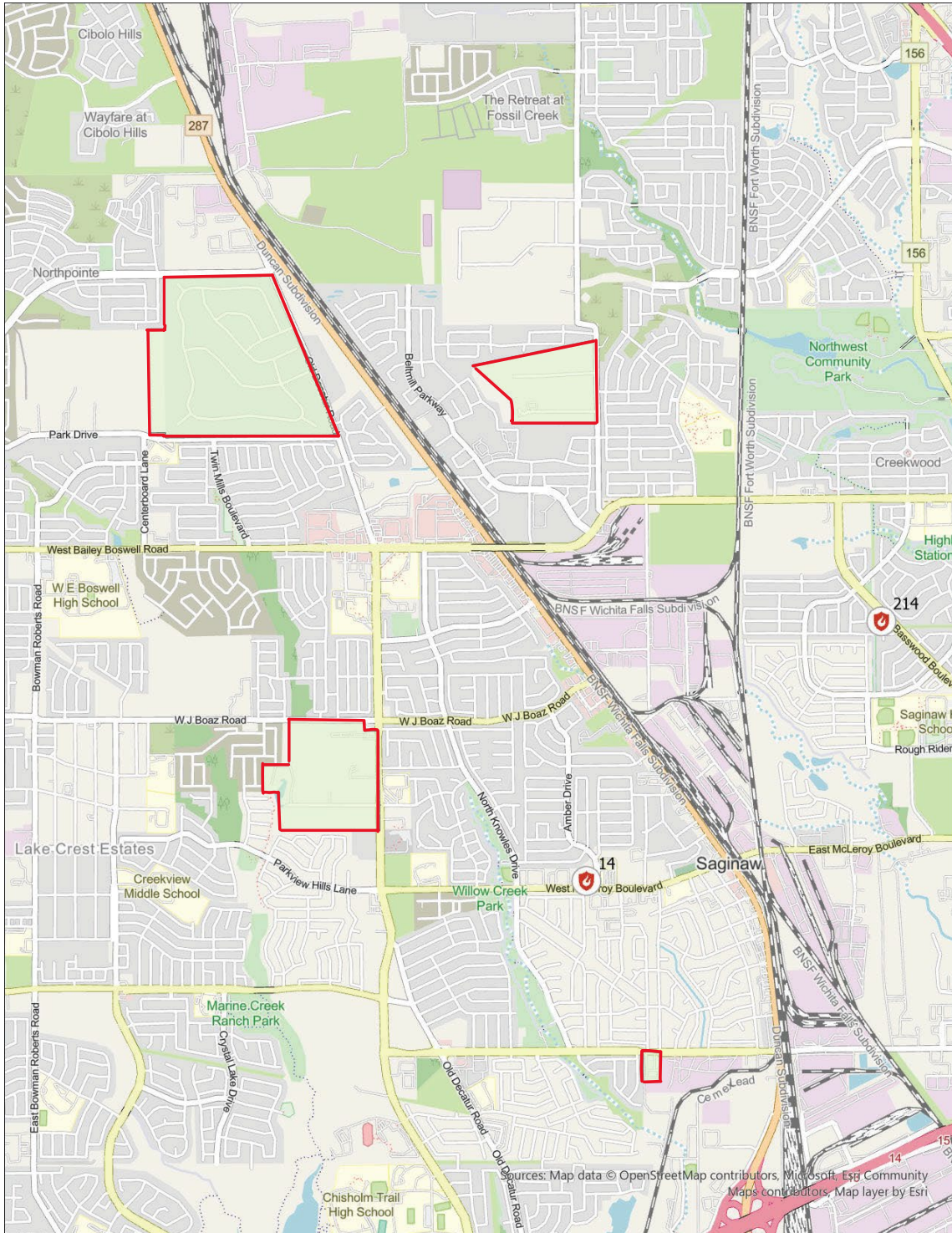
By: _____
[NAME, TITLE]

ATTEST:

By: _____
[NAME, CITY SECRETARY]

Appendix A

Service Area Map



Appendix B

Maintenance and Repair of DISTRICT-Owned Equipment

The DISTRICT may provide equipment such as water tenders and/or brush trucks to the entities providing services to the DISTRICT. The specific equipment provided by the DISTRICT to the CITY under this Contract is as follows: **Not Applicable** (the “Equipment”). The Equipment is owned and insured by the DISTRICT, but the CITY is permitted to use the Equipment, not only for the purpose of providing Emergency Services under this Contract, but within its own community and in service to its mutual aid partners, if any, as well. Therefore, maintenance and repair of the Equipment will be shared between the DISTRICT and the CITY as follows:

DISTRICT Responsibilities for Maintenance & Repair:

- (1) Annual comprehensive preventative maintenance service
- All unexpected repairs that are over \$500
- Replacement of tires every two years
- Annual pump testing
- Repair or replacement of DISTRICT-provided loose equipment items

CITY Responsibilities for Maintenance & Repair:

- All light bulbs, added operating fluids, windshield wipers, and any other minor maintenance items
- Unexpected repairs that are less than \$500
- Annual hose and ladder testing if applicable

Appendix C Funding Mechanism, Response Expectations, and Response Reporting

The following information is meant to clarify the FY 2026 funding mechanism and to provide additional detail regarding the expectations of the DISTRICT for the various entities providing services to the DISTRICT.

Purpose of Funding Mechanism

- The purpose and intent of the funding mechanism for FY 2026 is to ensure that each entity providing services to the DISTRICT is compensated fairly when analyzed on a per call or per incident basis.
- Funding for FY 2026 is structured, in basic terms, as follows: an initial lump sum payment of \$25,000.00 paid by the DISTRICT in October, followed by four (4) quarterly payments that are equal in amount, with the final quarterly payment subject to adjustment based on the pricing and calculations provided herein.

Payment Schedule

The DISTRICT will make quarterly payments as follows:

Q1: Oct, Nov, Dec

- Amount of \$29,150 Paid by Jan 25th

Q2: Jan, Feb, March

- Amount of \$29,150 Paid by April 25th

Q3: April, May, June

- Amount of \$29,150 Paid by July 25th

Q4: July, Aug, Sep

- Paid by October 25th according to the pricing and calculations set forth below.

Calculation of Final Quarterly Payment

The final quarterly payment will be calculated by increasing or decreasing the quarterly payment of \$29,150 based on the actual number and type of responses that each entity provided in the entity's Service Area within the DISTRICT during the entire term of this Contract, according to the pricing contained herein.

Fire Response/EMS First Response Funding:

- \$1,300.00/fire incident for fire responses. Fire responses include all types of fires, investigations, major accidents, Haz Mat related incidents, and technical rescues.
- In the event of a large-scale incident of any nature, which is defined as an incident lasting more than six (6) hours, all responding entities will receive a stipend of \$1,000.00 to offset expenses for an incident of this nature.
- Emergency medical incidents of priority 1 or 2 nature (life threatening or potentially life threatening) as determined by emergency medical dispatch will be funded at a rate of \$350.00 per incident for one Basic Life Support first response unit with at least two medically certified (ECA or greater) personnel. Advanced Life Support first responses will be funded at \$500.00 per incident with the same minimum staffing requirements.
- Service call responses such as lift assists and welfare checks will be funded at \$350.00 per incident.
- Cancellations while enroute, no incident found, deceased on scene, and similar type responses will be funded at \$250.00 per incident.
- Community activities such as smoke detector installs, PR event attendance, and the like do not qualify for funding from the DISTRICT.

EMS Transport Funding:

- Ambulances responding for the transport of sick or injured parties will be paid at a rate of \$750.00 per transport.
- Incidents requiring transport services from more than one ambulance will be paid at the same \$750.00 rate for a transport.

- There will be no additional fee paid if more than one patient is transported in the ambulance at the same time.
- Transport refusals at the patient’s discretion will be paid at a rate of \$400.00.
- If an ambulance is cancelled while still responding to an incident, a fee of \$250.00 will be paid to the responding agency.
- Monthly reports that summarize all responses by type (form will be provided) will be required prior to issuance of quarterly payments.

Payment Schedule

The DISTRICT will make quarterly payments as follows:

Q1: Oct, Nov, Dec

- Amount of N/A Paid by Jan 25th

Q2: Jan, Feb, March

- Amount of N/A Paid by April 25th

Q3: April, May, June

- Amount of N/A Paid by July 25th

Q4: July, Aug, Sep

- Paid by October 25th according to the pricing and calculations set forth below.

Calculation of Final Quarterly Payment

The final quarterly payment will be calculated by increasing or decreasing the quarterly payment of **N/A** based on the actual number and type of responses that each entity provided in the entity’s Service Area within the DISTRICT during the entire term of this Contract, according to the pricing contained herein.

DISTRICT Expectations:

- An entity providing services in the DISTRICT will respond to calls for assistance in the entity’s Service Area within the DISTRICT with a single, properly staffed and equipped fire apparatus or ambulance (as applicable) with the appropriate number of staff of certified personnel.

- There is no requirement or expectation for any entity to provide a multi-unit response.
- An entity providing services within the DISTRICT may, in its sole discretion, choose to send an additional single, properly staffed and equipped fire apparatus with the appropriate number of staff of certified personnel to ensure adequate resources arrive within the initial and most critical time period for operational effectiveness and the safety of responding personnel. The DISTRICT will reimburse the cost of the additional fire apparatus at the rate of \$1,300.00. For clarity, this means that a fire response call is paid at the rate of \$1,300.00, and an entity can be reimbursed an additional \$1,300.00 under this provision for a total payment of \$2,600.00 for the call. The DISTRICT will only support this provision for confirmed working structure fires.
- When a responding entity's Chief Officer or Company Officer, not arriving as or being part of an apparatus crew, performs the critical role of Incident Commander ("IC") for a confirmed structure fire, large scale grass fire, vehicle accident involving extrication, or other critical, large-scale, complex incident, the DISTRICT will reimburse the cost of the IC at the rate of \$750.00.
- The DISTRICT will only provide additional compensation for providing a multi-unit response or engaging Officer-level personnel to serve as IC as provided in this Appendix C. The decision to provide these services in amounts beyond those specified herein, is solely at the discretion (and cost) of the entity.
- When providing services within the DISTRICT, the apparatus staffing standards applied shall mirror the apparatus staffing standards employed for incidents occurring within the responding entity's original jurisdiction. The DISTRICT's staffing standard requires a minimum of three (3) certified personnel on a fire engine, one (1) firefighter on a water tender, and two (2) personnel on a brush truck.
- Completion of the provided form for response documentation will be the primary means of response tracking. In the event of any concerns involving responses

and/or response types, the entities providing services will cooperate in providing the DISTRICT with access to incident reports and/or dispatch information.

[SEE NEXT PAGE FOR FIRE AND EMS FUNDING WORKSHEETS]

Fire Funding Worksheet

Month	Fires, MVA's, Rescues	Fee	ALS First Response	BLS First Response	Fee	Service Incidents	Fee	Cancelled Enroute	Fee	Total Incidents by Month	Total FY 2027 Funding by Month
October		\$0			\$0		\$0		\$0	0	\$0
November		\$0			\$0		\$0		\$0	0	\$0
December		\$0			\$0		\$0		\$0	0	\$0
Q1 Totals	0	\$0	0	0	\$0	0	\$0	0	\$0	0	\$0
January		\$0			\$0		\$0		\$0	0	\$0
February		\$0			\$0		\$0		\$0	0	\$0
March		\$0			\$0		\$0		\$0	0	\$0
Q2 Totals	0	\$0	0	0	\$0	0	\$0	0	\$0	0	\$0
April		\$0			\$0		\$0		\$0	0	\$0
May		\$0			\$0		\$0		\$0	0	\$0
June		\$0			\$0		\$0		\$0	0	\$0
Q3 Totals	0	\$0	0	0	\$0	0	\$0	0	\$0	0	\$0
July		\$0			\$0		\$0		\$0	0	\$0
August		\$0			\$0		\$0		\$0	0	\$0
September		\$0			\$0		\$0		\$0	0	\$0
Q4 Totals	0	\$0	0	0	\$0	0	\$0	0	\$0	0	\$0
Total by Type	0	\$0	0	0	\$0	0	\$0	0	\$0	0	\$0

EMS Funding Worksheet

Month	Ambulance Transports	Fee	No Transport	Fee	Cancelled Enroute	Fee	Total Incidents by Month	Total FY 2027 Funding by Month
October		\$0		\$0		\$0	0	\$0
November		\$0		\$0		\$0	0	\$0
December		\$0		\$0		\$0	0	\$0
Q1 Totals	0	\$0	0	\$0	0	\$0	0	\$0
January		\$0		\$0		\$0	0	\$0
February		\$0		\$0		\$0	0	\$0
March		\$0		\$0		\$0	0	\$0
Q2 Totals	0	\$0	0	\$0	0	\$0	0	\$0
April		\$0		\$0		\$0	0	\$0
May		\$0		\$0		\$0	0	\$0
June		\$0		\$0		\$0	0	\$0
Q3 Totals	0	\$0	0	\$0	0	\$0	0	\$0
July		\$0		\$0		\$0	0	\$0
August		\$0		\$0		\$0	0	\$0
September		\$0		\$0		\$0	0	\$0
Q4 Totals	0	\$0	0	\$0	0	\$0	0	\$0
Total by Type	0	\$0	0	\$0	0	\$0	0	\$0



B. Consideration and Action Regarding Award of Bid for Sale or Exchange of Land, 1.212 acres tract of land at East Bailey Boswell & East Jarvis Road--Randy Newsom, Director of Public Works

Meeting	Agenda Group
Tuesday, April 7, 2026, 6:00 PM	Business Item: 5B.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

The City of Saginaw invited bids offering 1.212 acres tract of vacant land for Sale or Exchange of Land. The property is located along the South line of E. Bailey Boswell Road, East of Jarvis Road. Interested Bidders were invited to submit a bid identifying a tract of land of at least 4.5 acres that could be Exchanged or Sold to the City in return for the 1.212 acres tract outlined. Sealed bids were due March 30, 2026, the bids were publicly opened and tabulated.

The City received one proposals from A.G Hollenstein for the Sale or Exchange of Land. Mr. Hollenstein proposed a tract of approximately five acres located at the corner of Defiel Road and Minton Road. Mr. Hollenstein's land appraised at \$980,000, and the land owned by the City (1.212 Acres) appraised for \$320,000.

If approved, the bid received would exchange city-owned land fronting Bailey Boswell for a five-acre parcel located at the corner of Minton and Defiel. The difference in values would be paid by the city in cash. We believe the highest and best use for the city parcel would be for community commercial purposes.

The landowner has all frontage from the railroad tracks to Jarvis, so having the city parcel is advantageous to attract a developer interested in retail/commercial projects. Mr. Hollenstein would also consider dedicating a right-of-way, if the City considered putting in a roadway in the future.

The City Council indicated a desire to acquire the five-acre tract for future space needs. This could potentially be for a facility or for use by the Public Works Department.

FINANCIAL IMPACT:

The property owner is asking for \$660,000.00, to complete the exchange and sale of the land. Funding will come from a future issuance of Certificates of Obligation. Reimbursement Resolution No. 2026-03 was approved by the City Council on February 17, 2026. This will allow the city to purchase the land before the Certificates of Obligation are sold.

