



City of Saginaw
Recreation and Parks Advisory Board
Special Called Meeting Agenda

Monday, June 15, 2026, 6:00 PM
Council Chamber
333 West McLeroy Boulevard
Saginaw, Texas 76179

**** Revised ****

City Hall is wheelchair accessible and special parking is available on the east side of the building or in front of the Library located west of City Hall. If special accommodations are required, please contact Maria Hernandez at 817-230-0500 a minimum of 72 hours in advance of the meeting.

1. Call to Order -- Chairman Torres

- 1.A. Call to Order
- 1.B. Audience Participation

2. Business

- 2.A. Discussion and Action Regarding the Designation of Park Themes -- Maria Hernandez, Board Liaison
- 2.B. Discussion and Action Regarding the Park Signage/Wayfinding Plan -- Susy Victor, Assistant Director of Economic & Community Engagement
- 2.C. Discussion and Action Regarding the Veteran's Memorial Bricks Program -- Maria Hernandez, Board Liaison
- 2.D. Discussion and Action Regarding Holding a Booth at City Events -- Maria Hernandez, Board Liaison
- 2.E. Discussion and Action Regarding Future Fishing Activities at the Beltmill Ponds -- Maria Hernandez, Board Liaison
- 2.F. Discussion and Action Regarding Design Concepts for Saginaw Ponds -- Jonathan Campbell, Kimley-Horn

3. Public Hearings

4. Staff Report

- 4.A. Expenditure Fund Report
- 4.B. Future Agenda Items

5. Adjournment

- 5.A. Adjournment

Date Posted: _____ Time: _____ By: _____

Date Retrieved: _____ Time: _____ By: _____

Date Posted: June 9, 2026 04:38 pm



Parks Advisory Board Memorandum

A. Call to Order

Meeting	Agenda Group
Monday, June 15, 2026, 6:00 PM	Call to Order -- Chairman Torres Item: 1A.

Reference File

Community Goals

Jane Lyon	Place No. 1	Term Expires July 1, 2027
Scott Gillette	Place No. 2	Term Expires July 1, 2026
Adhel Torres	Place No. 3	Term Expires July 1, 2027
Liz Snow	Place No. 4	Term Expires July 1, 2026
Timothy Hamilton	Place No. 5	Term Expires July 1, 2027
Vacant	Place No. 6	Term Expires July 1, 2026
Patrick Estes	Place No. 7	Term Expires July 1, 2027
Vacant	1 st Alternate	Term Expires July 1, 2027
Emily Bell	2nd Alternate	Term Expires July 1, 2026

Attachments

[Advisory Recreation and Parks Board Member \(Updated 5.18.26\).pdf](#)

ADVISORY RECREATION AND PARKS BOARD

Jane Lyon	Place No. 1	Term Expires July 1, 2027
Scott Gillette	Place No. 2	Term Expires July 1, 2026
Adhel Torres	Place No. 3	Term Expires July 1, 2027
Liz Snow	Place No. 4	Term Expires July 1, 2026
Timothy Hamilton	Place No. 5	Term Expires July 1, 2027
Vacant	Place No. 6	Term Expires July 1, 2026
Patrick Estes	Place No. 7	Term Expires July 1, 2027
Vacant	1st Alternate	Term Expires July 1, 2027
Emily Bell	2nd Alternate	Term Expires July 1, 2026



Parks Advisory Board Memorandum

B. Audience Participation

Meeting	Agenda Group
Monday, June 15, 2026, 6:00 PM	Call to Order -- Chairman Torres Item: 1B.

Reference File

Community Goals

If anyone in the audience wishes to address the Board on any item listed on the agenda, please fill out one of the audience participation forms located by the east door of the council room. After the form is completed, please hand it to the Board Secretary. Your request to speak will be given to the Chairman and you will be called upon to speak when that item is discussed.

Attachments

[Audience Participation.pdf](#)

Audience Participation

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Parks Advisory Board Memorandum

A. Discussion and Action Regarding the Designation of Park Themes -- Maria Hernandez, Board Liaison

Meeting	Agenda Group
Monday, June 15, 2026, 6:00 PM	Business Item: 2A.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

Staff has been tasked with developing a citywide signage plan that establishes a clear, structured set of design guidelines for our wayfinding and city amenity's signs.

Currently, our residents encounter a wide variety of sign styles within a single park. For example, a playgrounds may feature a distinct theme, yet the surrounding gazebos, benches, and park signs may reflect unrelated colors and/or design elements. The inconsistency creates visual clutter and may take away from the overall park experience.

The Board has made significant progress in replacing hazardous playground structures and adding additional amenities across our park systems. Because each new structure is selected to meet the specific needs and intended uses of each park, design styles vary from site to site.

As the Board continues to address outdated park amenities, staff recommends assigning a specific theme to each park.

Establishing park-level themes will guide future design decisions, ensure consistency across each park, and support the smooth implementation of new signage as well as the replacement of outdated signs.

Please note: Staff will present recommendations for each park system during the meeting.



Parks Advisory Board Memorandum

B. Discussion and Action Regarding the Park Signage/Wayfinding Plan -- Susy Victor, Assistant Director of Economic & Community Engagement

Meeting	Agenda Group
Monday, June 15, 2026, 6:00 PM	Business Item: 2B.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

Staff has been working on the development of a comprehensive, citywide signage plan designed to create consistency across all wayfinding and city amenity signs. The goal of this effort is to establish a clear, structured set of design guidelines that can be applied uniformly throughout the park system and across civic spaces.

On May 19, 2026, City Council held a workshop to review the current state of park signage and wayfinding components at all City parks. During this workshop, Council identified significant inconsistencies in signage design, age, and condition. Many parks contain a mix of outdated signs, mismatched styles, and gateway signs that no longer reflect the character or improvements recently made within the park system.

Following this review, City Council recommended that staff prioritize the replacement of outdated park signage and the improvement of gateway signs within each park. Their direction emphasized the importance of creating a cohesive visual identity that aligns with the City's ongoing investments in new playground structures, amenities, and park enhancements.

To support this effort, staff proposed the following goals:

Goal 1: Replace existing signs that are outdated, damaged, or non-conforming with the new citywide design standards.

Goal 2: Install new signage where needed to improve wayfinding, accessibility, and the overall visitor experience.

Staff is currently in preliminary discussions with vendors capable of developing a master signage plan that includes park signage, wayfinding elements, and design standards for future installations. This plan would serve as a long-term guide to ensure consistency as parks continue to evolve and as new amenities are added.

RECOMMENDATION:

At this time, staff is seeking the Board's feedback on the proposed direction and would like to gauge the Board's interest in partnering with City Council to fund the development of the citywide signage plan. Collaboration between the Board and Council would help ensure that the final plan reflects shared priorities and supports a unified vision for the City's park system.



Parks Advisory Board Memorandum

C. Discussion and Action Regarding the Veteran's Memorial Bricks Program -- Maria Hernandez, Board Liaison

Meeting	Agenda Group
Monday, June 15, 2026, 6:00 PM	Business Item: 2C.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

The Veteran Brick Program allows Veterans and their family members, who reside within the City, to purchase a memorial brick in honor of their service to be installed at the Kiwanis Memorial Park. For several years, the brick price remained at \$25, which covered the \$20 engraving fee. The Veteran Brick Program was transitioned to the Keep Saginaw Beautiful Board (KSB) at the beginning of 2026. KSB updated the application form, moved the process online, and increased advertising efforts throughout the year. Since January 2026, 25 bricks have been sold and installed at the memorial site.

In May, after evaluating the labor associated with installation, KSB increased the brick price to \$50. The previous fee did not account for staff time required to process applications, coordinate engraving, or install the bricks.

This adjustment helps offset installation costs of \$21.95 per hour for Public Service staff. However, the current fee still does not cover:

- Staff time to process applications
- Travel time and mileage to deliver and retrieve bricks from the engraver
- Administrative overhead associated with program coordination

Staff is seeking the Board's input on the following program components:

1. Eligibility Requirements

1. Should the program remain limited to *current residents*?
2. Should eligibility be restricted to *Veterans only*, or expanded to include *deceased individuals* who served?

2. Brick Options

1. Should the City consider offering additional brick styles, sizes, or colors?

3. Program Capacity

1. The Kiwanis Park currently holds 450 bricks.

4. Online Application Software

1. The program relies on an online application and payment platform. To continue using this software, the City must budget \$500 annually to maintain the contract. This cost is not currently offset by the brick fee and represents an ongoing operational expense.

5. Fee Structure

1. Does the Board wish to explore a revised fee that fully recovers staff time and the use of the online platform?



Parks Advisory Board Memorandum

D. Discussion and Action Regarding Holding a Booth at City Events -- Maria Hernandez, Board Liaison

Meeting	Agenda Group
Monday, June 15, 2026, 6:00 PM	Business Item: 2D.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

At the previous meeting, the Board discussed the possibility of hosting a Friends of the Park informational booth or table at upcoming City events. The purpose of this outreach effort is to increase public awareness of the Friends of the Park organization, share information about ongoing projects, and encourage community involvement.

To support this initiative, staff has identified several upcoming City events where the Board may reserve a booth or table.

Independence Day Celebration

- June 27, 2026 – 6:00–7:00 PM

Farmer's Market (Third and Fourth Saturday)

- June 25, 2026 – 8:00–10:00 AM

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

N/A



Parks Advisory Board Memorandum

E. Discussion and Action Regarding Future Fishing Activities at the Beltmill Ponds -- Maria Hernandez, Board Liaison

Meeting	Agenda Group
Monday, June 15, 2026, 6:00 PM	Business Item: 2E.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

At the last Parks Board meeting, members discussed the current amenities at Beltmill Ponds and the site limitations that may affect the feasibility of hosting a large-scale fishing event. While the ponds offer several positive features—including a paved walkway, picnic tables, and benches—the site lacks adequate parking and public restrooms, which are essential for accommodating larger groups.

In response to Board direction, staff has contacted neighboring property owners to explore the possibility of using adjacent land for event parking. Staff will provide an update on these discussions during the upcoming meeting.

Staff is also exploring participation in the Texas Parks & Wildlife Department (TPWD) Fall/Winter Rainbow Trout Stocking Program. To participate, the City must place an order in September and select a stocking date for November or December.

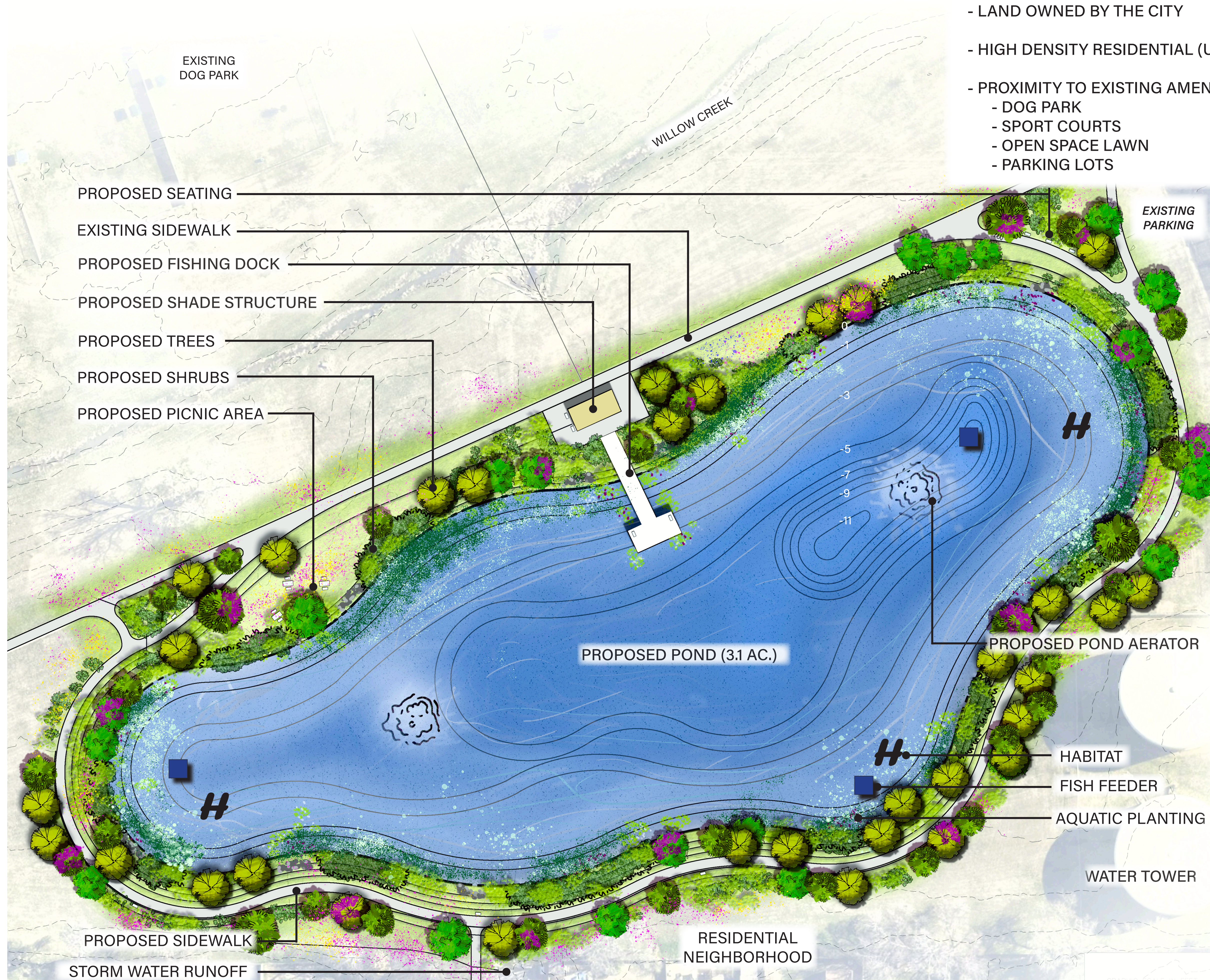
TPWD recommends stocking 500 to 1,000 trout, at an estimated cost of approximately \$2 per fish or roughly \$1,000 - \$2,000.

To support the health of the fish population, staff also recommends purchasing sinking fish food to supplement the existing supply.

RECOMMENDATION:

Staff recommends:

1. Authorizing an order with TPWD not to exceed \$3,000 for the Fall/Winter Rainbow Trout Stocking Program at Beltmill Ponds.
2. Purchasing approximately 20 bags of sinking fish food (10 per pond) at a total cost of \$800 to support the stocked fish population.



OPPORTUNITIES

- LAND OWNED BY THE CITY
- HIGH DENSITY RESIDENTIAL (USERS)
- PROXIMITY TO EXISTING AMENITIES
 - DOG PARK
 - SPORT COURTS
 - OPEN SPACE LAWN
 - PARKING LOTS

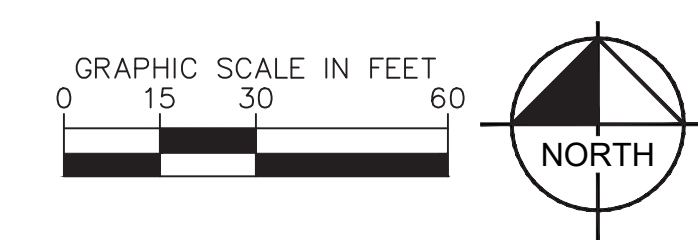
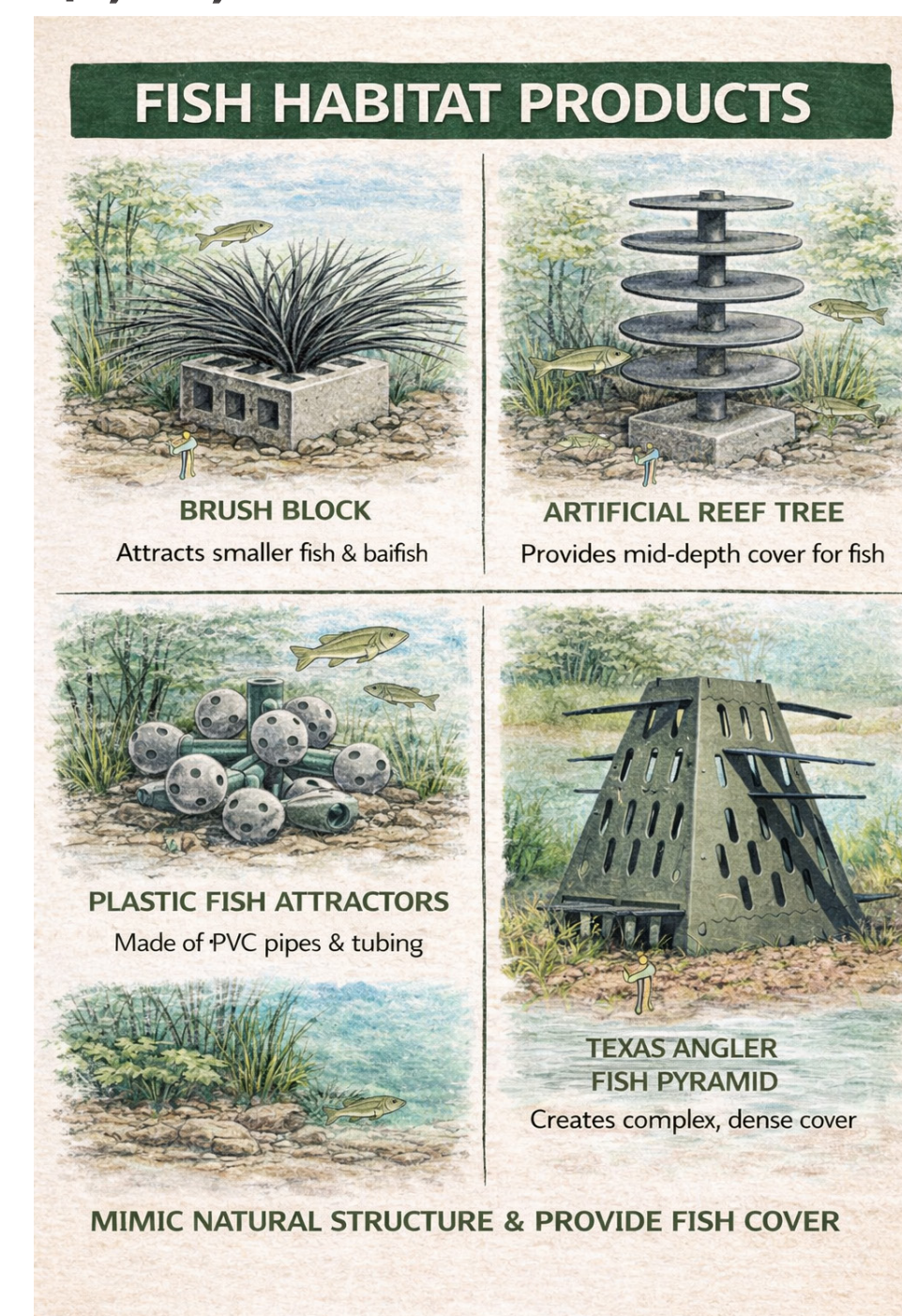
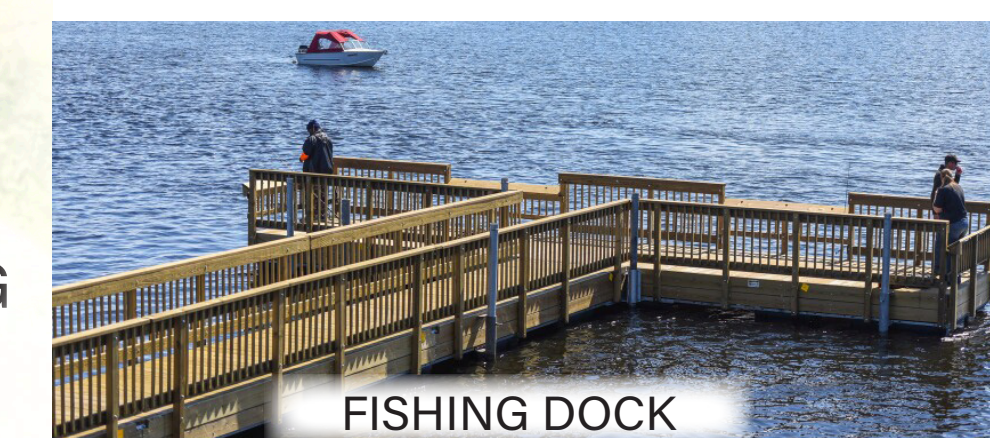
CHALLENGES

- CONSTRUCTION OF NEW POND (+/-3AC.)
- IMPACT ON EXISTING STREAM
- WATER SUPPLY FROM WELL IF APPLICABLE

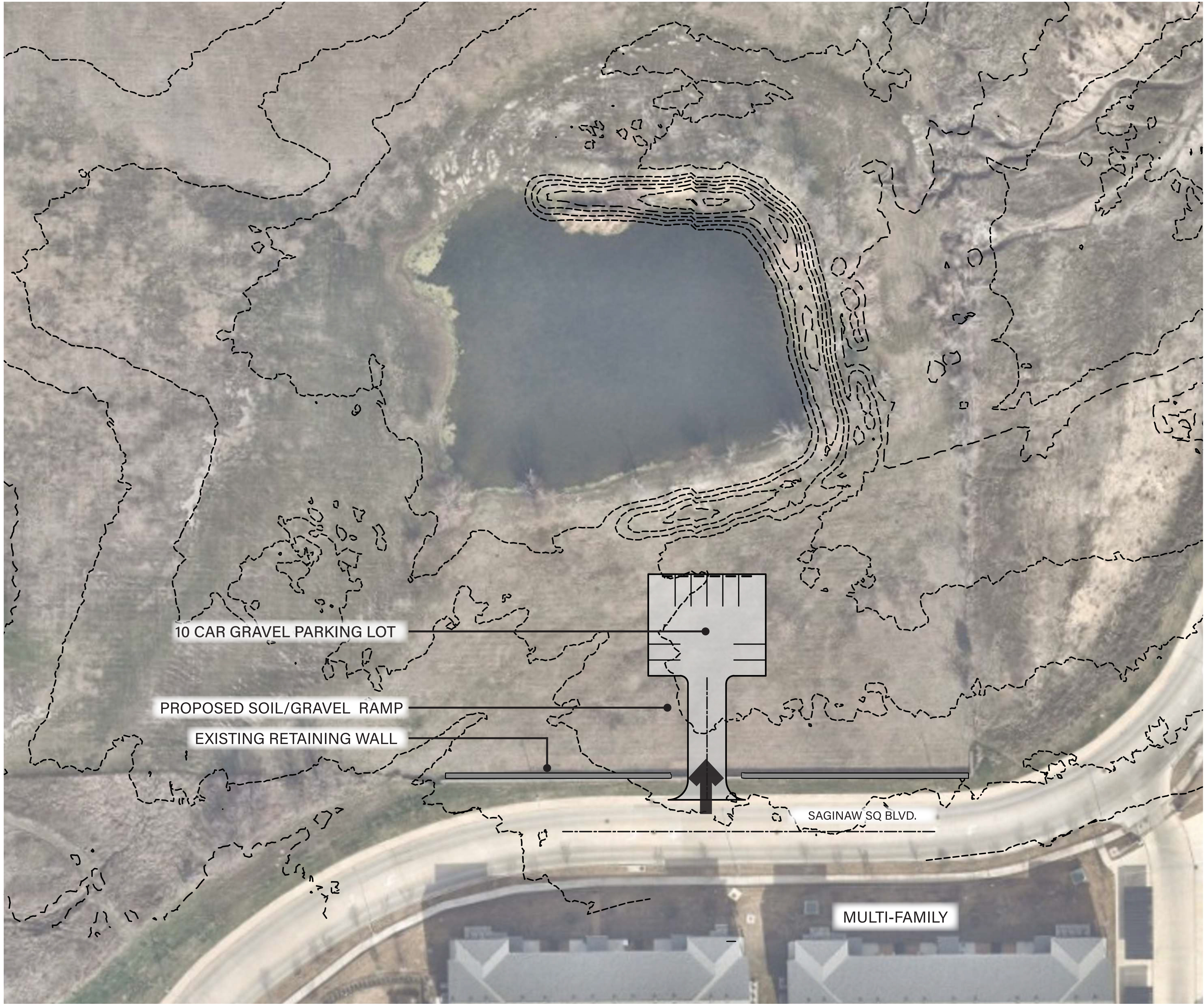
OPC

- POND EXCAVATION AND HAUL **\$260,000**
- 1 POND OVERLOOK / 1 FISHING DOCK **\$250,000**
- ENHANCED PLANTING / AQUATIC **\$130,000**
- 78 TREES WITH IRRIGATION **\$85,800**
- PLANTING SHRUBS **\$97,500**
- BOULDERS 90 TONS **\$35,000**
- SIDEWALK +/- 1,500 FT **\$75,000**
- SITE / POND FURNISHING **\$64,000**
 - 13 BENCH AND 3 PICNIC TABLE \$35,000
 - 2 AERATOR \$24,000
 - 3 FISH FEEDERS \$5,000
- CONTINGENCY +/-15%

APPROXIMATE TOTAL = \$1,150,000



Kimley»Horn



OPPORTUNITIES

- EXISTING POND (+/-0.82 AC.)
- POND LOCATED FAR FROM HIGHWAY

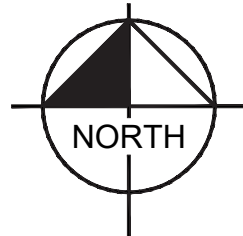
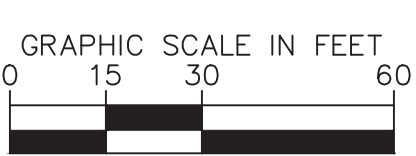
CHALLENGES

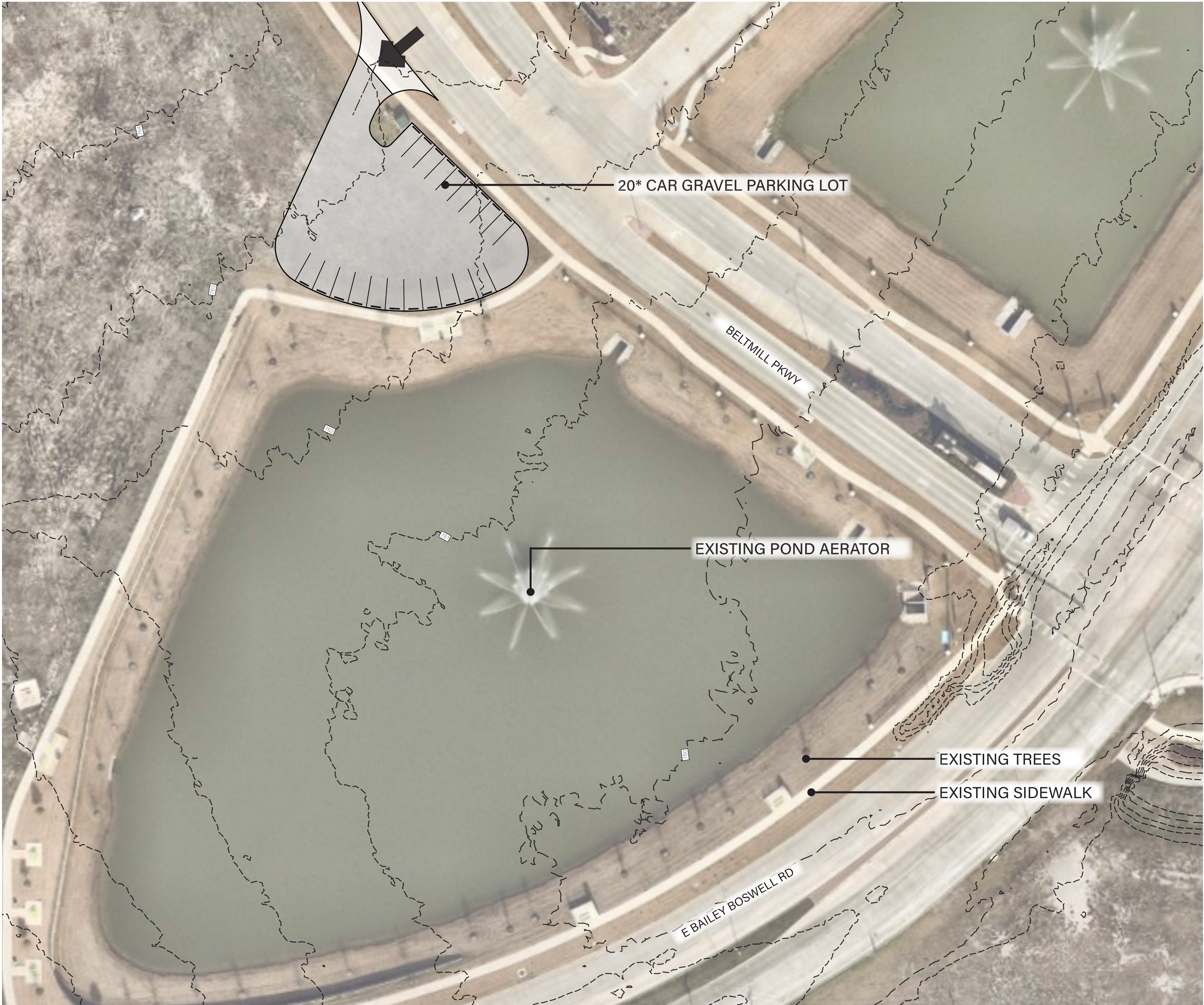
- SAGINAW SQ BLVD ACCESS RETAINING WALL
- LAND ACQUISITION

OPC

- GRAVEL PARKING 6,687 SF **\$13,374**
- Soil Backfill 240 CY **\$6,000**
- CONTINGENCY +/-15%

APPROXIMATE TOTAL = \$21,470





OPPORTUNITIES

- DEVELOPED EXISTING POND (+/- 4AC.)
- HIGH DENSITY RESIDENTIAL (USERS)
- EXISTING AMENITIES
 - BENCHES /SEATING AREAS
 - SIDEWALK
 - OPEN SPACE LAWN
 - EXISTING TREES

CHALLENGES

- ADJACENT TO LARGE ROADWAY (BAILEY BOSWELL RD.)
- NEARBY TRAIN-YARD
- PARKING, COORDINATION WITH FUTURE DEVELOPMENT

OPC

- GRAVEL PARKING 14,330 SF **\$28,660**
- CONTINGENCY +/-15%

APPROXIMATE TOTAL = \$32,960



OPPORTUNITIES

- DEVELOPED EXISTING POND
- HIGH DENSITY RESIDENTIAL (USERS)
- EXISTING SIDEWALK

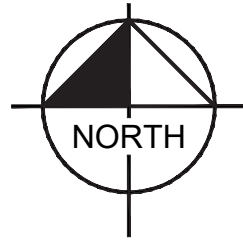
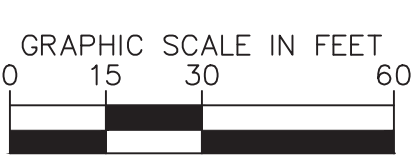
CHALLENGES

- ACCESS

OPC

- GRAVEL PARKING 11,917 SF **\$23,834**
- CONTINGENCY +/-15%

APPROXIMATE TOTAL = \$27,410



Beginning Balance:	5/1/2026	\$172,427.97
Monthly Donations:		
May 2026		\$14,798.43
Total Donations:		\$14,798.43
Balance with Donations:		\$187,226.40
Pending Expenditures:		
Holiday Displays		\$24,356.25
Additional Donation for the Independence Day Event		\$8,000.00
2026 Independence Day Event Sponsorship		\$5,000.00
Fireworks Show		\$30,174.38
May Expenditures:		
AP Posting 05/06/2026		\$700.00
Pcard Purchase		\$440.55
Total Expenditures:		\$68,671.18
Estimated Unallocated Funds:	5/31/2026	\$118,555.22