



City of Saginaw
Recreation and Parks Advisory Board
Meeting Agenda

Monday, July 20, 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
- 1.C. Approval of Minutes
 - Joint Workshop with KSB - May 4, 2026
 - Regular Called Meeting - May 18, 2026
- 1.D. Consideration and Action Regarding the Election of a Vice-Chairman

2. Business

- 2.A. Discussion and Action Regarding the Playground Theme for the Small Playground at Willow Creek Park --
Laura Presley, Kimley-Horn
- 2.B. Discussion and Action Regarding Outreach and Marketing Options for the "Friends of the Parks" non-profit
- 2.C. WORKSHOP -- Overview of the 2026 Bond Projects / Priorities

3. Public Hearings

4. Staff Report

- 4.A. Expenditure Fund Report
 - June 2026 Expenditure Report
- 4.B. Future Agenda Items

5. Adjournment

- 5.A. Adjournment

Date Posted: _____ Time: _____ By:

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Date Posted: July 14, 2026 05:25 pm



City of Saginaw

Parks Advisory Board Memorandum

A. Call to Order

Meeting	Agenda Group
Monday, July 20, 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, 2028
Adhel Torres	Place No. 3	Term Expires July 1, 2027
Sean Sander	Place No. 4	Term Expires July 1, 2028
Timothy Hamilton	Place No. 5	Term Expires July1, 2027
Osvaldo Vazquez	Place No. 6	Term Expires July 1, 2028
Patrick Estes	Place No. 7	Term Expires July 1, 2027
Joseph DeLeon	First Alternate	Term Expires July 1, 2027
Vacant	Second Alternate	Term Expires July 1, 2028

Attachments

[Advisory Recreation and Parks Board Member List--No Pers Info.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, 2028
Adhel Torres	Place No. 3	Term Expires July 1, 2027
Sean Sander	Place No. 4	Term Expires July 1, 2028
Timothy Hamilton	Place No. 5	Term Expires July1, 2027
Osvaldo Vazquez	Place No. 6	Term Expires July 1, 2028
Patrick Estes	Place No. 7	Term Expires July 1, 2027
Joseph DeLeon	1 st Alternate	Term Expires July 1, 2027
Vacant	2 nd Alternate	Term Expires July 1, 2028

Audience Participation

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.

Minutes for the Keep Saginaw Beautiful Board

333 West McLeroy Boulevard, Saginaw, Texas 76179

May 4, 2026, 6:03 PM - May 4, 2026, 6:40 PM

Present at the meeting:

Keep Saginaw Beautiful Board Members:

Member	Place No. 3	Melissa Gorton
Member	Place No. 4	Brian Thompson
Member	Place No. 5	Myranda Beier

Advisory Recreation and Parks Board Members:

Member	Place No. 1	Jane Lyon
Member	Place No. 3	Adhel Torres
Member	Place No. 5	Timothy Hamilton
Member	Place No. 6	Ronda Nyberg
Member	Alt. No. 1	Scott Gillette
Member	Alt. No. 2	Emily Bell

Staff:

PW Admin. Coordinator/Staff Liaison	Luisa Pina
PW Assistant Director	Jarred Coursey
Public Services Superintendent	Corey Smith
Operations Manager	Paul Wrzesinski

Absent for the meeting:

Keep Saginaw Beautiful Board Members:

Member	Place No. 1	Lisa Reames
Member	Place No. 2	Pamela Macy

Advisory Recreation and Parks Board Members:

Member	Place No. 4	Liz Snow
Member	Place No. 7	Patrick Estes

1. Call to Order

1.A. Call to Order -- Chairman Reames & Chairman Torres

Vice-Chairman of the Keep Saginaw Beautiful Board, Melissa Gorton and Chairman of the Advisory Recreation and Parks Board, Adhel Torres, called roll for their respective boards.

The quorum for the Keep Saginaw Beautiful Board will consist of Vice Chairman Gorton, Member Thompson, and Member Beier. The quorum for the Advisory Recreation and Parks Board will consist of Member Lyon, Torres, Hamilton, Nyberg, and Alternate Members Gillete and Bell. Meeting was called to order at 6:03 P.M.

1.B. Audience Participation

Advisory Recreation and Parks Board Chairman, Adhel Torres, explained the procedures of audience participation.

2. Business

2.A. Discussion and Action Regarding the Purchase of Holiday Decoration Displays

Staff Liaison Luisa Pina introduced the item on behalf of Assistant Director of Public Works Jarred Coursey. She explained that the proposal for the purchase of additional holiday displays had previously been presented and discussed at separate meetings of both the Keep Saginaw Beautiful Board and the Advisory Recreation and Parks Board to allow for members to review the new display options and narrow down their selections in preparation for this workshop. Pina reiterated that the proposed displays would be a one time purchase and the displays would be stored at the Public Works facility and installed by the crews of the department.

Pina then presented the pictures of displays currently owned by the city alongside a map of Willow Creek Park showcasing the places where these are installed and available spots for potential new installations. She noted that staff's current plan is to keep all holiday displays within Willow Creek Park for the upcoming season, as electrical service is already available throughout much of the park. She further explained that Assistant Director Coursey and Corey Smith were awaiting information from Oncor regarding the cost of extending electrical service to additional locations throughout the city.

Pina then presented photographs and pricing information for the proposed displays, which had been obtained by Assistant Director Coursey from the vendor. She reminded both Boards to consider their available unallocated funding when making recommendations regarding the purchase of additional displays. She reported that, according to the most recent financial report provided to the Keep Saginaw Beautiful Board, approximately \$118,000 remained available in unallocated funds. Adhel Torres noted that the most recent report provided to the Advisory Recreation and Parks Board reflected approximately \$141,464 in unallocated funds.

Assistant Director Coursey addressed questions from Board members regarding the proposed displays. He stated that none of the City's current holiday displays are customized with City branding and that he would need to follow up with the vendor regarding available customization options and the exact dimensions of the proposed displays. Coursey also explained that all displays include a manufacturer's warranty and noted that the vendor has historically been responsive and flexible in addressing issues with displays previously purchased by the City.

Board members expressed concerns about locating a walk-through display directly at the entrance to the Switchyard, noting that visitors stopping to take photographs could create congestion along the main pedestrian pathway. Members indicated that they would support placing the display in that area, provided it was not positioned directly within the walkway. Members also requested that the marching soldier display be placed near the Toy Shop display on the north end of the park.

Coursey reiterated that the locations highlighted in red on the map currently do not have electrical service. He noted that display placement remains flexible and may be adjusted by staff during installation. He further stated that staff is awaiting information from Oncor regarding the feasibility and cost of installing additional power sources throughout the park and at other potential display locations within the city. Coursey added that staff would consider the Boards' feedback when determining the final placement of the displays.

Following discussion, all present members from both Boards voted in favor to recommend the collaborative purchase of the following displays from Arnett Marketing:

- Archway display with greenery, lights, ornaments, and red bow: \$25,010.00
- Golden sled photo opportunity display with garland: \$8,320.00
- Marching Soldier Band still-light display: \$15,382.50

Total Purchase Cost: \$48,712.50

Cost Per Board: \$24,356.25

3. Public Hearings

4. Staff Reports

5. Adjournment

5.A. Adjournment

Advisory Recreation and Parks Board Member Lyon made a motion to adjourn the meeting, which was seconded by Advisory Recreation and Parks Board Member Hamilton. The motion carried unanimously among the members present of both the Parks and Recreation Advisory Board and the Keep Saginaw Beautiful Board.

APPROVED:

Chairman

ATTEST:

Luisa Pina,
Public Works Admin. Coordinator/Staff Liaison

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

Minutes for the Parks Advisory Board

333 West McLeroy Boulevard, Saginaw, Texas 76179

May 18, 2026, 6:00 PM - May 18, 2026, 7:34 PM

Present at the meeting:

Chairman, Place No. 3 Adhel Torres

Vice-Chairman, No. 6 Ronda Nyberg

Member, Place No.1 Jane Lyon

Member, Place No. 2 Scott Gillette

Member, Place No.5 Timothy Hamilton

Member Place No. 7 Patrick Estes

Recording Secretary, Maria Hernandez

Public Works Assistant Director, Jarred Coursey

Superintendent of Public Services, Corey Smith

Brack St. Clair, City Council Liaison

Visitors:

Recreation Services Manager, Vickie Weldon

Assistant Recreation Services Manager, Jason England

Special Events And Food Truck Tech, Ericka Gambill

Tristan Martin

Family of Tristan Martin

Nicky Lawson

Matthew Letterman

Absent for the meeting:

Member, Place No. 2 Vacant

Member, Place No. 4 Liz Snow

First Alternate Member, Vacant

Second Alternate Member, Emily Bell

1. Call to Order -- Chairman Torres

1.A. Call to Order

Chairman Torres called the meeting to order at 6:00 P.M.

Chairman called roll. The quorum will consist of Chairman Torres, Vice-Chair Nyberg, Member Lyon, Member Hamilton, Member Estes, and Alternate Member Gillette.

1.B. Audience Participation- 6:00 PM

Chairman Torres bypassed this item as no audience was present at the meeting.

1.C. Approval of Minutes- 6:01 PM

A motion was made by Member Nyberg, with a second by Member Hamilton, to approve the minutes for the November 17, 2025 meeting, as presented. Motion Carried.

A motion was made by Member Lyon, with a second by Member Nyberg, to approve the minutes for the March 16, 2026 meeting, as presented. Motion Carried.

Jane Lyon made a motion to Approve that was seconded by Ronda Nyberg with a result of 6-0-0-0-3. passing Absent was Emily Bell, Lynn Moore, Liz Snow

Ronda Nyberg made a motion to Approve that was seconded by Timothy Hamilton with a result of 6-0-0-0-3. passing Absent was Emily Bell, Lynn Moore, Liz Snow

1.D. Member Appointment to Fill in Board Vacancy for Place No. 2 - Chairman Torres- 6:02 PM

Chairman Torres announced that the Board had a vacancy for Place 2, created by Member Moore's resignation. Chairman recommended Alt. Member Gillette to fill in Place 2 vacancy and Alt. Member Gillette accepted the recommendation.

Chairman stated that this would create a vacancy for First Alternate created by Member Gillette moving to Place 2.

2. Business

2.A. Volunteer Recognition - Chairman Torres- 6:03 PM

Chairman Torres introduced the item and explained that the Board had been informed of a resident who had taken the time to give back to their community through volunteer work.

Member Lyon expressed her desire to recognize a student volunteer who assisted her with the plantar boxes she adopted at the Joyce Spindor Community Center. She added that the student also helps our parks by picking up trash as they walk through the parks.

The Board agreed to recognize and present a "Nature MVP" award to Tristan Martin for their contribution to the community.

2.B. Discussion Regarding Future Fishing Activities at Beltmill Ponds -- Chairman Torres- 6:07 PM

Chairman Torres introduced the item and discussed the possibility of hosting fishing events at the Beltmill Ponds. She noted the need to review logistics to determine whether such an event would be feasible.

Ms. Hernandez explained that Beltmill Ponds currently feature walking paths surrounding each pond, as well as picnic tables and benches. However, parking poses a challenge, as there is no designated parking lot; the location would rely on off-street parking along Twin Fork Dr. Chairman Torres suggested exploring the use of the nearby school's parking lot.

Ms. Hernandez informed the Board that the adjacent property owner recently stocked the ponds, but the fish would not be mature enough for the upcoming fishing season. Staff is exploring a partnership with the Texas Parks & Wildlife Department (TPWD) through their Rainbow Trout Program, and discussions are ongoing. Alternatively, staff could purchase sinking fish food for the existing fish and buy rainbow trout directly from TPWD for the fall/winter season.

Staff also noted that there are currently no submitted plans to develop the neighboring commercial property that would potentially bring in nearby parking amenities.

Nick Lawson addressed the Board and shared his experience with similar fishing events in nearby cities, stating that such an event would be a positive addition to the community.

The Board further discussed event logistics and asked staff to explore the possibility of using Trinity Industries' parking lot on weekends. They also requested that staff look into Heather Ridge Ponds as an additional potential location for the event.

Additional follow-ups include:

- Contacting the adjacent property owner regarding parking options and potential incentives for partnership.
- Reaching out to Trinity Industries about weekend parking availability.
- Continuing communication with the pond expert to ensure the ponds can support adequate fish habitat.

2.C. Discussion Regarding the Friend of the Parks By-Laws and Org Structure -- Maria Hernandez, Board Liaison - 6:34 PM

Ms. Hernandez presented the item and informed the Board of the proposed organizational purpose and goals for the "Friends of the Parks" non-profit.

She explained that, due to the limited number of survey responses from residents, staff recommended structuring the organization to consist solely of a Board of Directors, rather than a traditional model that includes paid members with voting rights and volunteers. She clarified that while Board members could serve on the Board of Directors, the Board Liaisons and City Liaison would not have voting rights and would serve primarily in advisory roles, providing direction and guidance.

The Board discussed potential ways to share information with residents and promote the non-profit. Ms. Hernandez noted that staff was attempting to limit the city resources used in establishing the non-profit and ensure a clear distinction between the organization and the City, therefore the non-profit had not been advertised on the City's socials.

The Board expressed interest in possibly having a booth at city events to help promote the organization and sharing details on their personal social media.

2.D. Discussion and Action Regarding the 2026-2027 Parks Board Budget -- Maria Hernandez, Board Liaison - 6:48 PM

Ms. Hernandez introduced the item and addressed the Board's questions. She noted that the primary changes were an increase in the Public Works Luncheon budget to accommodate rising food costs, the return of the Veterans Brick Program to the annual budget, and an increase in special event donations from the Board.

A motion was made by Member Nyberg, with a second by Member Gillete, to approve the 2026-2027 Parks Board Budget, as presented. Motion Carried.

Ronda Nyberg made a motion to Approve that was seconded by Scott Gillete with a result of 6-0-0-0-3. passing Absent was Emily Bell, Lynn Moore, Liz Snow

2.E. Discussion and Action Regarding a Request for Additional Donations for the Independence Day Celebration -- Vickie Weldon, Recreation Services Manager and Jason England, Assistant Recreation Services Manager- 7:00 PM
Vickie Weldon introduced the item and explained the need for additional funds, citing delays in sponsorships and contributions.

She reported that pending expenses include costs for the stage, the children's obstacle course, tents, restrooms, and generators. Ms. Weldon also shared that a \$6,000 sponsorship is pending, with additional contributions anticipated. She confirmed that any funds received beyond the event's needs would be returned to the Park Donation Fund.

The event currently has 14 vendors, generating \$1,400 in vendor fees, along with an additional \$1,500 from food vendor fees.

A motion was made by Member Nyberg, with a second by Member Estes, to approve additional donations up to \$8,000 for the Independence Day Celebration, as presented. Motion Carried.

Ronda Nyberg made a motion to Approve that was seconded by Patrick Estes with a result of 6-0-0-0-3. passing Absent was Emily Bell, Lynn Moore, Liz Snow

3. Public Hearings

4. Staff Report

4.A. Expenditure Fund Report- 7:07 PM

Ms. Hernandez provide a brief summary of the Park Donation Fund expenditure report for the Month of March & April 2026.

4.B. Future Agenda Items- 7:09 PM

Chairman Torres discussed the possibility of upgrading the volleyball court at Willow Creek Park. She introduced Matthew Letterman, a resident, who addressed the Board and expressed interest in improvements such as adding more sand, installing bungees to better mark the court, and adding lighting to allow for play after sunset.

Member Lyon requested future agenda items to discuss establishing wildflower no-mow zones within the parks and adding a sign for Kiwanis Memorial Park.

Member Nyberg requested that the Cinco de Mayo event include a Quinceañera dress fashion show.

Member Estes requested that staff revisit the skatepark improvement discussion.

Member Hamilton requested additional information on how the bond process will look in the upcoming months.

5. Adjournment

5.A. Adjournment- 7:33 PM

A motion was made by Member Nyberg, with a second by Member Estes, to adjourn the meeting. Motion carried.
Chairman Torres declared the meeting of March 16, 2026, closed at 7:34 PM.

Ronda Nyberg made a motion to Approve that was seconded by Patrick Estes with a result of 6-0-0-0-3. passing Absent was Emily Bell, Lynn Moore, Liz Snow



Parks Advisory Board Memorandum

B. Discussion and Action Regarding Outreach and Marketing Options for the "Friends of the Parks" non-profit

Meeting	Agenda Group
Monday, July 20, 2026, 6:00 PM	Business Item: 2B.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

The Board expressed interest in expanding outreach efforts to better advertise the "Friends of the Parks" non-profit. During the Independence Day Event, we hosted a booth and were able to collect a few contacts. For future events, we may consider requesting a booth placement closer to the main activities to increase visibility and engagement.

Upcoming Event Opportunities:

- **July 25 – Farmers Market**
Location: Switchyard
Time: 8:00 AM – 12:00 PM
Setup begins at 6:30 AM; we must be present for the full duration of the event.
- **August 1 – Car Show**
Location: Switchyard
Time: 6:00 PM – 10:00 PM

Marketing Options:

Purchase yard signs with QR codes linking to our survey that can be placed throughout the parks to encourage public engagement. The signs were priced by 1st Place Signs at **\$15 per sign**, double-sided and cut to the shape of the logo. A minimum of 12 signs is required.
Wire stakes would cost an additional **\$2.50 each**.

A mesh banner was also quoted at **\$7 per square foot**. A 2' x 6' banner would cost **\$84**.

FINANCIAL IMPACT:

\$210 for 12 - 24" x 18" signs and 12 wire stakes

\$84 for a 2' x 6' mesh banner.

Total Cost: \$294

RECOMMENDATION:

N/A

Beginning Balance:	6/1/2026	\$186,085.85	
Monthly Donations:			
June 2026		\$14,722.64	
Total Donations:		\$14,722.64	
Balance with Donations:		\$200,808.49	
Pending Expenditures:			
Holiday Displays		\$24,356.25	
Additional Donation for the Independence Day Event		\$8,000.00	
2026 Independence Day Event Sponsorship		\$400.00	
June Expenditures:			
Cinco De Mayo: Event Supplies		\$61.02	
Gift Card And Certificate Frame (Recognition of R.Nyberg)		\$121.88	
Fireworks Show Payment 2 of 2		\$15,087.19	
2026 Independence Day Event Sponsorship		\$4,600.00	
Total Expenditures:		\$32,939.15	
FY25-26 Parks Board Budget - Remaining Funds		\$10,307.87	
Estimated Unallocated Funds:	6/30/2026	\$157,561.47	
FY25-26 Parks Board Budget Beginning Balance		\$88,605.00	
	Budget	Expended To Date	Remaining Balance
MISC BOARD SUPPLIES	\$2,000.00		
12/4/2025 Parks Board Float Decorations		\$475.56	
6/18/2026 Gift Card And Certificate Frame		\$121.88	
	TOTAL:	\$597.44	
	Remaining Balance:		\$1,402.56
SUPPLIES	\$1,000.00		
12/1/2025 PW Holiday Luncheon		\$1,000.00	
	TOTAL:	\$1,000.00	
	Remaining Balance:		\$0.00
MAINTENANCE & REPAIRS	\$3,855.00		
11/1/2025 Perry Weather Alert System		\$3,925.31	
	TOTAL:	\$3,925.31	
	Remaining Balance:		(\$70.31)
SPECIAL PROGRAMS	\$76,750.00		
10/1/2025 Train & Grain Sponsorship		\$9,700.00	
12/1/2025 Holiday Event Sponsorship		\$5,000.00	
12/6/2025 Holiday Event - Drone Show		\$23,300.00	
1/13/2026 Fireworks Show Payment 1 of 2		\$15,087.19	
6/17/2026 Fireworks Show Payment 2 of 2		\$15,087.19	
6/17/2026 2026 Independence Day Event Sponsorship		\$4,600.00	
	TOTAL:	\$72,774.38	
	Remaining Balance:		\$3,975.62
CAPITAL OUTLAY/SPECIAL PROJECTS	\$5,000.00	\$0.00	
-	-	-	
	TOTAL:	\$0.00	
	Remaining Balance:		\$5,000.00
Total Expenditures:	\$88,605.00	\$78,297.13	
Remaining Balance:	6/30/2026		\$10,307.87