



City of Saginaw
Recreation and Parks Advisory Board
Meeting Agenda

Monday, September 21, 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
 - Special Called Meeting - June 15, 2026
 - Regular Scheduled Meeting - July 20, 2026

2. Business

- 2.A. Consideration and Action on the Installation of Light Poles for Park Safety and Evening Park Activities -- Jarred Coursey, Public Works Assistant Director
- 2.B. Consideration and Action Establishing the Wildflower & Butterfly Garden Program -- Diksha, General Support Specialist; Maria Hernandez, Staff Liaison
- 2.C. Update Regarding City Events -- Vickie Weldon, Recreation Services Supervisor
- 2.D. Discussion and Action Regarding the Creation of the Friends of the Parks Non-Profit -- Maria Hernandez, Staff Liaison

3. Public Hearings

4. Staff Report

- 4.A. Expenditure Fund Report
 - July & August 2026 Fund Report
- 4.B. Future Agenda Items

5. Adjournment

- 5.A. Adjournment

Date Posted: _____ Time: _____ By:

Date Retrieved: _____ Time: _____ By:

Date Posted: September 15, 2026 03:45 pm



City of Saginaw

Parks Advisory Board Memorandum

A. Call to Order

Meeting	Agenda Group
Monday, September 21, 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



City of Saginaw

Parks Advisory Board Memorandum

B. Audience Participation

Meeting	Agenda Group
Monday, September 21, 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

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.

**** 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

June 15, 2026, 6:04 PM - June 15, 2026, 9:12 PM

Present at the meeting:

Chairman, Place No. 3 Adhel Torres

Member, Place No. 1 Jane Lyon

Member, Place No. 2 Scott Gillette

Member, Place No. 5 Timothy Hamilton

Recording Secretary, Maria Hernandez

Public Works Assistant Director, Jarred Coursey

Operation Manager, Paul Wrzesinski

Visitors:

KH Landscape Architect, Laura Presley

KH Landscape Architect, Jonathan Campbell

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Absent for the meeting:

Member, Place No. 6 Vacant

Member, Place No. 4 Liz Snow

Member Place No. 7 Patrick Estes

First Alternate Member, Vacant

Second Alternate Member, Emily Bell

1. Call to Order -- Chairman Torres

1.A. Call to Order

Chairman Torres called roll. The quorum will consist of Chairman Torres, Member Lyon, Member Hamilton, and Member Gillette. Chairman Torres called the meeting to order at 6:04 P.M.

1.B. Audience Participation

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

2. Business

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

Susy Victor, Assistant Director of Economic & Community Engagement, introduced the item and explained that assigning themes to each park would help establish an overall concept to guide the purchase of future park elements, furniture, and playground improvements. She noted that, without defined themes, it has been challenging for staff to select park furniture that complements what is already in place. She clarified that implementing the themes can be done through subtle phasing, replacing one or two elements at a time. The recommendations for each park are as follows:

1. Brian Schwengler Park: Nature Explorer Or Jungle
2. Highland Station Park: Nature Center Or Adventure Park
3. Kiwanis Vet Memorial Park: No theme will be assigned
4. Opal Jo Jennings Park: Speed Racer Or Futuristic
5. Sagewood Park: Space Or Civic Town
6. William Houston Park: Sports, Nautical, Or Castle
7. Willow Creek Park: Train & Grain Or Western Heritage

The Board discussed the recommendations for each park.

For Sagewood Park, the Board expressed interest in gathering input from the surrounding neighborhood before selecting a theme.

For Opal Jo, Chairman Torres noted that the community had chosen the "Whimsical" theme for the park and shared that she would prefer to keep that designation. Staff acknowledged that the park is currently designated as 'Whimsical' but requested clearer guidelines for what that theme entails. They also recommended replacing the Speed Racer panel at a later date to ensure there would be a consistent theme.

A motion was made by Member Hamilton, with a second by Member Gillette, to approve the following park themes:

1. Brian Schwengler: Nature Explorer
2. Highland Station: Nature Center
3. Kiwanis Vet Memorial Park: No theme will be assigned
4. Opal Jo Jennings: Whimsical Theme to remain
5. Sagewood Park: Theme to be Discussed with Neighboring Communities
6. William Houston Park: Sports
7. Willow Creek Park: Train & Grain/Western Heritage

Motion Carried.

Timothy Hamilton made a motion to Approve that was seconded by Scott Gillete with a result of 4-0-0-0-3. passing Absent was Emily Bell, Patrick Estes, Liz Snow

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

Mrs. Victor presented the item and explained that as a part of the City Council's Workplan for 2026, staff had been directed to look into a Master Signage & Wayfinding Plan that would include the location and content of gateway signs, trail markers, and wayfinding signs. She added that the purpose of the master plan would be to identify signage opportunities that would inform, direct, and educate park users as they navigate through the park system. She noted that the current park signs lack consistency, with some information now outdated and several signs showing noticeable wear

Staff recommend starting off with Phase 1 of Project Sign-Me Up by contributing \$45,000 towards the City's Master Signage Plan that includes replacing outdated park signs. Phase 2 would be identifying potential signage locations where new signs could be installed.

Chairman Torres expressed concern over committing funding to the signage plan before the Board allocates funds to the list of projects prioritized with the 2026 Bond.

Member Gillette requested clarification on the scope of work included in the vendor quotes. Mrs. Victor explained that the proposals include the specifications and guidelines for signage, but it does not include the manufacturing of signage. She added that, given the level of expertise needed for the final product, staff recommend outsourcing the work rather than completing it in-house.

Chairman Torres stated that she recognized the need for the signage plan but felt apprehensive in funding half of the signage plan when the park system is only one part of the overall city signage system.

Staff added that the signage plan would be brought to the Board for input, but final approval would come from Council.

Overall, the Board requested additional updates from staff before committing to funding a portion of the signage plan. Staff noted that they would conduct further research and return to the Board with more information.

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

Maria Hernandez, board liaison, introduced the item and explained that the program was returning to the Parks Board after it was previously moved to the Keep Saginaw Beautiful Board (KSB).

Ms. Hernandez walked the Board through the updates done by KSB in the few months it was under their management. The updates presented included creating an online form, adding an option for online payments, adjusting the brick cost to \$50, and expanding advertising efforts.

The Board reviewed the current program eligibility and brick sizes and requested that both remain unchanged to maintain consistency with the existing brick layout. They also shared that they were not interested in increasing the brick price.

Ms. Hernandez informed the Board about the online payment software currently used for the program, noting that it is the same system utilized by other departments. She explained that continuing to use this platform would require the Board to contribute to the subscription fee, which would be \$800. The Board asked staff to explore alternative online payment options that would not involve such a high subscription cost.

A motion was made by Member Lyon, with a second by Member Gillette to approve the \$800 subscription to the online payment software and for the program requirements to remain the same. Motion carried.

**Jane Lyon made a motion to Approve that was seconded by Scott Gillete with a result of 4-0-0-3. passing
Absent was Emily Bell, Patrick Estes, Liz Snow**

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

Ms. Hernandez introduced the item and explained that, per the Board's request, she was proposing two June city events where the Board could host a booth to help recruit potential members for the new nonprofit. Ms. Hernandez proposed two events: the Independence Day Celebration on June 27th from 6–7 PM and the Farmers Market on June 20th from 8–10 AM.

She noted that the goal would be to spread the word and educate the community about the nonprofit's role. The Board expressed interest in hosting a booth at the Independence Day event. Ms. Hernandez confirmed that the

Special Events team would provide the table, chairs, and canopy for the booth.

A motion was made by Member Gillette, with a second by Member Hamilton, for the Board to hold a booth at the Independence Day Event. Motion carried.

Scott Gillete made a motion to Approve that was seconded by Timothy Hamilton with a result of 4-0-0-0-3. passing Absent was Emily Bell, Patrick Estes, Liz Snow

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

Ms. Hernandez introduced the item and explained that based on previous conversations staff was now recommending a purchase order, not to exceed, \$3000 for the Texas Parks & Wildlife Department - Rainbow Trout Stocking Program, to stock the Beltmill Ponds during the upcoming winter season. Staff clarified that the stock of fish would need to be harvested during the winter season because the trout would not survive in warm temperatures.

Staff added that they were also requesting \$800 to purchase 20 bags of sinking food for the fish that were already in the pond.

A motion was made by Member Hamilton, with a second by Member Gillette, to approve the purchase order, not to exceed, \$3,000 for the Parks & Wildlife Department - Rainbow Trout Stocking Program and the purchase of sinking food, not to exceed \$800.

Timothy Hamilton made a motion to Approve that was seconded by Scott Gillete with a result of 4-0-0-0-3. passing Absent was Emily Bell, Patrick Estes, Liz Snow

2.F. Discussion and Action Regarding Design Concepts for Saginaw Ponds -- Jonathan Campbell, Kimley-Horn

Assistant Director of Public Works, Jarred Coursey, introduced the item and explained that there were several ponds within the City that have the potential of becoming fishing spots for the local community. He introduced a consultant with Kimley-Horn, Jonathan Campbell, that worked on conceptual designs to illustrate the potential improvements that would make the current ponds more accessible.

Jonathan Campbell addressed the Board and stated that his team had looked at bodies of water that we already existing within the City; which included the Saginaw Sq Blvd Pond, Heather Ridge Ponds and the Beltmill Ponds. He noted that all three locations required the appropriate parking accommodations in order to be effective in fostering fishing activities, and therefore the concept plans included starting off with placing a parking lot at each pond.

Mr. Campbell added that an alternative approach would be to use a site that already has the necessary amenities, which led staff to consider Willow Creek Park. The concept includes a three-acre pond featuring a fishing dock, fish feeders, fishing rocks, and shade structures. He noted that the pond should include areas up to 11 feet deep to help protect fish during hotter days. He also explained that an on-channel pond is not recommended, as it would require a water rights permit—a long, difficult process with no guarantee of approval. Instead, an off-channel pond could be filled using stormwater drainage from the nearby neighborhood and outfall from the water tanks, eliminating the need to drill a well.

Staff recommended allocating any remaining funds after the Bond projects toward these fishing pond improvements.

The Board stated that they would like to prioritize the projects identified in the 2026 Bond and ensure funding is allocated for those first before committing any remaining funds to the fishing ponds. They also expressed interest in exploring parking lot concepts for Beltnell Pond in preparation for future fishing events

A motion was made by Member Gillette, with a second by Member Hamilton to table the item until staff could return with the requested updates.

**Scott Gillette made a motion to Table that was seconded by Timothy Hamilton with a result of 4-0-0-0-3. passing
Absent was Emily Bell, Patrick Estes, Liz Snow**

3. Public Hearings

4. Staff Report

4.A. Expenditure Fund Report

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

4.B. Future Agenda Items

Chairman Torres requested a Bond workshop that could include an in-depth look at the prioritized projects and the cost associated with each project. She also requested an update on the lighting proposal for the volleyball courts and the court markings discussed at the previous meeting. Member Lyon requested an update on the wildflower program.

5. Adjournment

5.A. Adjournment

A motion was made by Member Gillette, with a second by Member Hamilton, to adjourn the meeting. Motion carried. Chairman Torres adjourned the meeting of June 15, 2026, at 9:12 PM.

**Scott Gillette made a motion to Approve that was seconded by Timothy Hamilton with a result of 4-0-0-0-3. passing
Absent was Emily Bell, Patrick Estes, Liz Snow**

**** 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

July 20, 2026, 6:01 PM - July 20, 2026, 7:26 PM

Present at the meeting:

Chairman, Place No. 3 Adhel Torres

Vice-Chairman, No. 1 Jane Lyon

Member, Place No. 2 Scott Gillette

Member, Place No. 4 Sean Sander

Member, Place No.5 Timothy Hamilton

Member, Place No.6 Osvaldo Vazquez

First Alternate Member, Joseph DeLeon

Recording Secretary, Maria Hernandez

Public Works Assistant Director, Jarred Coursey

Operations Manager, Paul Wrzesinski

Visitors:

Laura Presley, KHA Landscape Architect

John Fielder, KHA Landscape Architect

Jonathan Campbell, KHA Engineer

Absent for the meeting:

Member Place No. 7 Patrick Estes

Second Alternate Member, Vacant

1. Call to Order -- Chairman Torres

1.A. Call to Order

Chairman Torres called roll. The quorum will consist of Chairman Torres, Vice-Chairman Lyon, Members Gillette, Sander, Hamilton, Vazquez, and Alternate Member De Leon. Chairman Torres called the meeting to order at 6:01 P.M.

1.B. Audience Participation

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

1.C. Approval of Minutes

A motion was made by Member Hamilton, with a second by Member Gillette, to approve the minutes for the Joint Meeting with KSB on May 4, 2026 meeting, as presented. Motion Carried.

A motion was made by Member Gillette, with a second by Member Sander, to approve the minutes for the May 18, 2026 meeting, as presented. Motion Carried.

1.D. Consideration and Action Regarding the Election of a Vice-Chairman

Chairman Torres nominated Member Jane Lyon for Vice-Chairman. Member Lyon accepted the nomination. Chairman proceeded to call for a vote to appoint Member Lyon as Vice-Chairman. Motion Carried.

2. Business

2.A. Discussion and Action Regarding the Playground Theme for the Small Playground at Willow Creek Park -- Laura Presley, Kimley-Horn

Laura Presley addressed the Board and presented two playground options for the small playground near the dog park at Willow Creek Park. She explained that the two proposed playground options provided were based on the Board's assigned theme for Willow Creek Park; Train & Grain/Western Heritage. They are as follows:

Option 1 – Estimated Cost of \$130,000

- Ms. Presley indicated that Option 1 leaned towards the “grain” them rather than focus being on trains. The playground proposal includes a two-seater slide, climbers, jungle gym components, shade structures, and rubberized surface. It also includes a train-track pattern integrated into the playground surfacing.

Option 2 – Estimated Cost of \$162,000

- Ms. Presley indicated that Option 2 was more train-focused, however with similar play value as Option 1. The playground proposal includes a two-seater slide, climbers, jungle gym components, a train tunnel, shade structures, and rubberized surface. It also includes a train-track pattern integrated into the playground surfacing. She noted that the higher cost was due to a train tunnel feature that serves as the primary focal point.

The Board initial preference was for the Option 2 due to a more visible theme. After further discussion, the Board determined they prefer to reserve a train-heavy playground concept for a future playground near the Switchyard. For the smaller playground they prefer a simpler “plug & play” layout since the playground is not intended to be the

main park focus.

The Board recommends moving forward with Option 1 and making adjustments to the proposal.

Chairman Torres requested incorporating blue instead of the orange throughout the playground, particularly in the shade structure. Member Hamilton expressed concern that the red may fade into magenta due to sun exposure. Ms. Presley clarified that the color should not fade and would be comparable with the equipment lifespan. She offered to follow up with the manufacturer regarding warranties and recommendations related to color fading. Member Gillett asked staff to explore shade structures that mimic the sky with clouds in order to achieve shades with more reflective qualities.

A motion was made by Member Lyon, with a second by Member Gillette, to recommend Option 1, as presented. Motion Carried.

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

Ms. Hernandez introduced the item and the Board discussed the possibility of attending one of the upcoming city events; Farmer's Market and the Car Show. The Board decided to attend the Car Show due to member availability.

Ms. Hernandez proposed using yard signs as a form of outreach by placing one at each of the parks, which would include a QR code and contact info. She presented a quote to purchase twelve 24" x 18" signs in addition to a 2' x 6' mesh banner that includes "Friends of the Parks" title.

A motion was made by Member Gillette, with a second by Member Hamilton, to recommend purchasing 15 yard signs and a mesh banner for the Friends of the Parks booth. Motion Carried.

2.C. WORKSHOP -- Overview of the 2026 Bond Projects / Priorities

Ms. Presley introduced the item and reminded the Board of the project identified as priorities for the 2026 Bond; Willow Creek North, Sagewood, Highland Station, William Houston with a focus on replacing hazardous playgrounds, improve trail connectivity, and adding pickleball courts where possible.

William Houston (WH)

Ms. Presley presented three phasing options for the park that included; (a) field/parking improvements, (b) complete playground replacement, or (c) adding pickleball court and a smaller playground footprint.

Chairman Torres recommended prioritizing Sagewood park and the playground at Willow Creek- North before addressing William Houston. Her recommendation was based on the Playground Assessment, that ranked Sagewood and North Willow Creek higher in the hazardous assessment than William Houston.

Ms. Presley explained that the "small playground" was intended to include play structures and climbing elements, however a traditional playground structure would be possible if desired by the Board.

Willow Creek – North

The Board expressed interest in exploring creative playground concepts rather than standard "plug and play" pieces, depending on cost. Ms. Presley will prepare options accordingly.

Sagewood

Ms. Presley recommended a full playground replacement. She noted that a public neighborhood meeting would be necessary to gather feedback from the neighborhood. The Board agreed that a dog park is not appropriate for a neighborhood park.

Highland Station

Ms. Presley proposal included replacing the swing set and climbing structure, along with adding rubberized surfacing to the area near the playground at the Trinity Trail entrance. The Board requested adding shade structures and a picnic pavilion to the list of improvements.

Willow Creek – North Restroom Facility

The Board also expressed interest in replacing the restroom near the Saginaw Station Playground.

Ms. Presley indicated that she would return with cost estimates for Highland Station, Sagewood, and Willow Creek – North. These estimates will help determine the timeline and approach for William Houston.

The Board concluded that the project priority list would be as follows:

1. Willow Creek – North Playground
2. Sagewood Playground
3. Highland Station – Swings/Climbing Structure near Trinity Trails entrance
4. Willow Creek – North Restroom
5. William Houston – Pickleball Court/Reduced Playground Footprint

3. Public Hearings

4. Staff Report

4.A. Expenditure Fund Report

Ms. Hernandez provide a brief summary of the Park Donation Fund expenditure report for the month of June 2026.

4.B. Future Agenda Items

Vice-Chairman Lyon provided feedback and observations she gathered while attending the 4th of July event.

Chairman Torres requested that staff provide updates regarding the Wildflower Program and the Volleyball Court upgrades discussed in previous meetings.

5. Adjournment

5.A. Adjournment

A motion was made by Member Vazquez, with a second by Member Gillette, to adjourn the meeting. Motion carried.

Chairman Torres declared the meeting of July 20, 2026, closed at 7:26 PM.



**A. Consideration and Action on the Installation of Light Poles for Park Safety and Evening Park Activities --
Jarred Coursey, Public Works Assistant Director**

Meeting	Agenda Group
Monday, September 21, 2026, 6:00 PM	Business Item: 2A.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

The Board has expressed interest in installing lights at the volleyball court at Willow Creek Park and the basketball court at Highland Station to allow for continued use after sunset. In addition, Staff has identified several parking lots that lack adequate lighting and recommends installing light poles in these areas to improve safety.

We have collected a quote from Tutor Electrical Service, Inc. for the parking lots near the Switchyard at Willow Creek Park. The quote totals to \$174, 200, this would include 4 parking lots.

Please see the attached quote for more details. Quote for the volleyball/basketball court will be provided during the meeting.



FINANCIAL IMPACT:

\$174, 200; 4 parking lots at Willow Creek Park

RECOMMENDATION:

N/A

Attachments

[Saginaw Switchyard Parking Lot Lighting revised 9-11-26.pdf](#)

[Saginaw Switchyard Parking Lot - RP-SAL-60L- 30-12-2025 OP2.pdf](#)

TUTOR ELECTRICAL SERVICE, INC.

201 Willow Creek Ct.
Mansfield, TX 76063
Phone: (817) 516-0064
Fax: (817) 516-0086
www.tutorelectric.com
TECL #17144



Electrical Bid Proposal

Date: September 11, 2026

**To: Corey Smith
City of Saginaw**

Re: Electrical Pricing

**Subject: Saginaw Switchyard Parking Lot Lights
Proposal # 26-1001**

Dear Corey Smith

Tutor Electrical Service, Inc. submits the following electrical proposal for facility located in Saginaw, TX. Our proposal is limited to the details of the scope of work specifically contained in the list of clarifications, additions, and considerations that follow.

I. Scope of Work Additions, Exclusions, and Clarifications

Parking Lot A

1. Drill, pour, and install (7) pole bases.
2. Furnish and install (7) new bronze 25' poles.
3. Furnish and install (7) new solar light heads.
4. 5 year manufacturer warranty.

Total: \$33,200.00

Parking Lot B

1. Drill, pour, and install (10) pole bases.
2. Furnish and install (10) new bronze 25' poles.
3. Furnish and install (10) new solar light heads.
4. 5 year manufacturer warranty.

Total: \$47,000.00

Parking Lot C

1. Drill, pour, and install (10) pole bases.
2. Furnish and install (10) new bronze 25' poles.
3. Furnish and install (10) new solar light heads.
4. 5 year manufacturer warranty.

Total: \$47,000.00

TUTOR ELECTRICAL SERVICE, INC.

201 Willow Creek Ct.
Mansfield, TX 76063
Phone: (817) 516-0064
Fax: (817) 516-0086
www.tutorelectric.com
TECL #17144

Parking Lot D

1. Drill, pour, and install (10) pole bases.
2. Furnish and install (10) new bronze 25' poles.
3. Furnish and install (10) new solar light heads.
4. 5 year manufacturer warranty.

Total: \$47,000.00

1. **All lights have a 5 year manufacturer warranty**
2. **Price listed as "No Pole Bases" is for the City of Saginaw to drill, rebar and pour concrete for the pole bases.**
3. **Lighting Photometrics Design provided by Tutor Electric and Solera Lighting based off NFPA 70E Public Safety.**
4. **All equipment needed for the complete scope of work is included in our pricing.**
5. **Parking Lot D is priced to match Parking Lot C.**

II. Non-Scope Related Considerations

1. Our State of Texas Electrical Contractor's License is #17144.
2. Unless specifically noted in the scope, we have excluded all plan checks, permits, inspections, utility company and/or other fees that may be required by the Authority/Authorities Having Jurisdiction (AHJ) or utilities over this project.
3. This proposal, and the pricing contained herein, is based upon all work being performed during normal working hours, between the hours of 7:00 a.m. and 3:30 p.m. Mon-Fri, company holidays excluded.
4. We have excluded all concrete work including cutting, removal, patching, pour back, coring and testing.
5. We have excluded all roofing work including penetrations, roof jacks, and sealing thereof unless specifically stated in scope of work.
6. We have excluded all excavation, backfill, compaction, boring, and testing thereof unless specifically stated in the scope of work.
7. We have excluded repair of damages to any unmarked underground utilities, sprinkler systems, etc.
8. We have excluded replacement of any damaged landscaping materials including trees, shrubs, plants, and grass.
9. All materials and wiring methods to be, in accordance with the current edition of the National Electrical Code, by choice of Tutor Electric Service unless included in project documents referenced as attachment to this proposal or specifically stated in the scope of work.
10. All labor and workmanship to be warrantied for lifetime. Material warranties limited to the extent of the manufacturer's warranty. Lamps and labor/ equipment required for replacement thereof will not be warrantied.
11. Repair or correction of any unknown pre-existing unsafe wiring or code violations not specifically stated in the scope of work will be performed in addition to the pricing in this proposal. Denial of acceptance of work or repair requested by the Authority Having Jurisdiction do to any pre-existing conditions beyond the stated scope of work does not release customer of payment obligations for additional work required and performed.
12. Payment in full will be required upon completion and acceptance of this installation. Projects extending in excess of one month in length will be invoiced on a monthly basis based on percentage of materials and work installed or stored on site.
13. Pricing is based on our standard liability, comprehensive, and workers comp insurance coverages.

TUTOR ELECTRICAL SERVICE, INC.

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TECL #17144

A certificate of coverages will be provided upon request. Any additional coverage required will be considered as a change order in addition to the pricing in this proposal.

14. Any on site customer specific safety training, orientation, testing, or pre-qualification will be in additions to the pricing on this proposal unless specifically stated in the scope of work.
15. This proposal will remain valid for a period of 30 days from the above date, after which date it is deemed withdrawn unless renewed or reconfirmed in writing by Tutor Electrical Service, Inc.
16. **INDEMNITY:** Each party to this agreement shall indemnify, defend, protect, hold harmless, and release the other, its officers, agents, and employees, from and against any and all claims, loss, proceedings, damages, causes of action, liability, costs, or expense, including attorneys' fees arising from, or in connection with, or caused by, any act, failure to act, or negligence of such indemnifying party, to the extent limited in accordance with the laws of the state of Texas. This indemnification shall not be limited in any way, by any limitation on the amount or type of damages or compensation payable to, or for, the indemnifying party under workers' compensation, disability benefits, or other employee benefit acts.

III. Pricing # 26-1001

1. Base price for above scope of work:
Total Turn Key: \$174,200.00

Applicable Sales Taxes are not included in this pricing. Sales taxes for the area point of sale will be in addition to the above listed pricing. If not paying tax please provide resale or exempt certificate.

Thank you for the opportunity to provide you our services.
If you have questions, please do not hesitate to contact me.

Respectfully,

Jason Werry

Jason Werry
Vice President - Operations
O- 817-516-0064
M- 817-919-8774
F- 817-516-0086
Email- jason.werry@tutorelectric.com

Client:

City of Saginaw

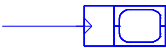
Accepted by: _____

Title: _____

Date: _____

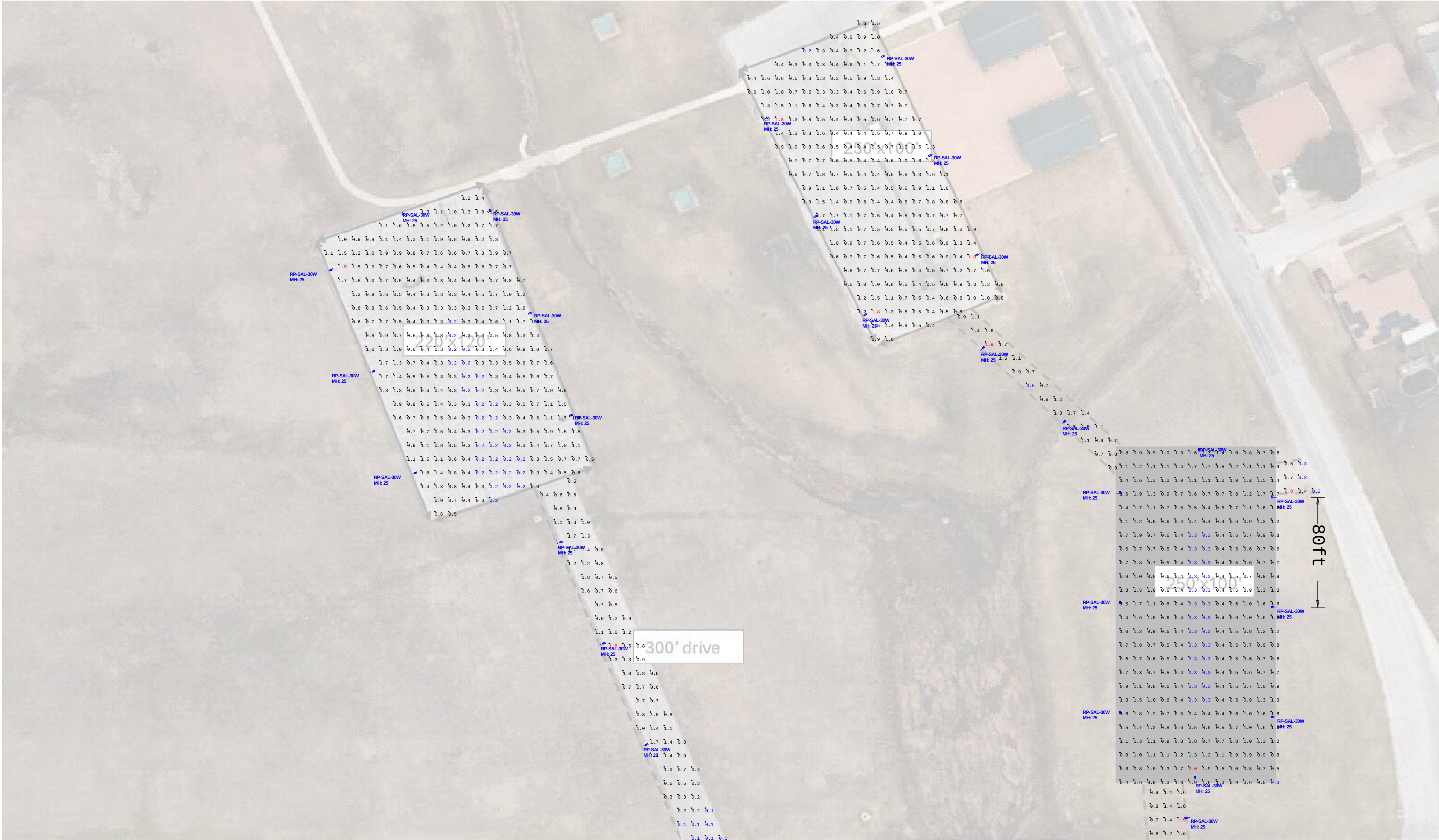
Contractor:

Tutor Electrical Service, Inc.

Luminaire Schedule					
Symbol	Qty	Label	LLF	Luminaire Lumens	Luminaire Watts
	27	RP-SAL-30W	0.800	5856	30

Calculation Summary						
Label	Units	Avg	Max	Min	Avg/Min	Max/Min
Driveway A	Fc	0.83	1.8	0.1	8.30	18.00
Driveway B	Fc	1.14	1.9	0.6	1.90	3.17
Driveway C	Fc	1.18	1.9	0.5	2.36	3.80
Driveway D	Fc	0.47	0.8	0.3	1.57	2.67
Parking Lot A	Fc	0.71	1.9	0.2	3.55	9.50
Parking Lot B	Fc	0.79	1.8	0.2	3.95	9.00
Parking Lot C	Fc	0.86	2.0	0.3	2.87	6.67

- NOTES
1. MEASUREMENTS TAKEN @ GROUND LEVEL
 2. FIXTURE MOUNTING HEIGHT OF 25 FT.
 3. FIXTURES TILT AT 15 DEGREE.
 4. FIXTURES ARE ~80% LIGHT OUTPUT.
 5. CHECK CALCULATION SUMMARY FOR FC LEVEL.
 6. FIXTURE QTY 27.



Disclaimer: This lighting layout is based on information provided to Light Efficient Design and lab-tested luminaire photometrics. Actual results may vary depending on factors such as reflectivity, windows, obstructions, and other environmental or application details. The customer is responsible for informational accuracy, electrical or structural appropriateness, installation, materials, construction techniques, and compliance with all federal and local codes, including fire, safety, structural and electrical. Light Efficient Design is not responsible for any loss resulting from any use of this lighting layout.

Scale: 1 inch= 40 Ft.



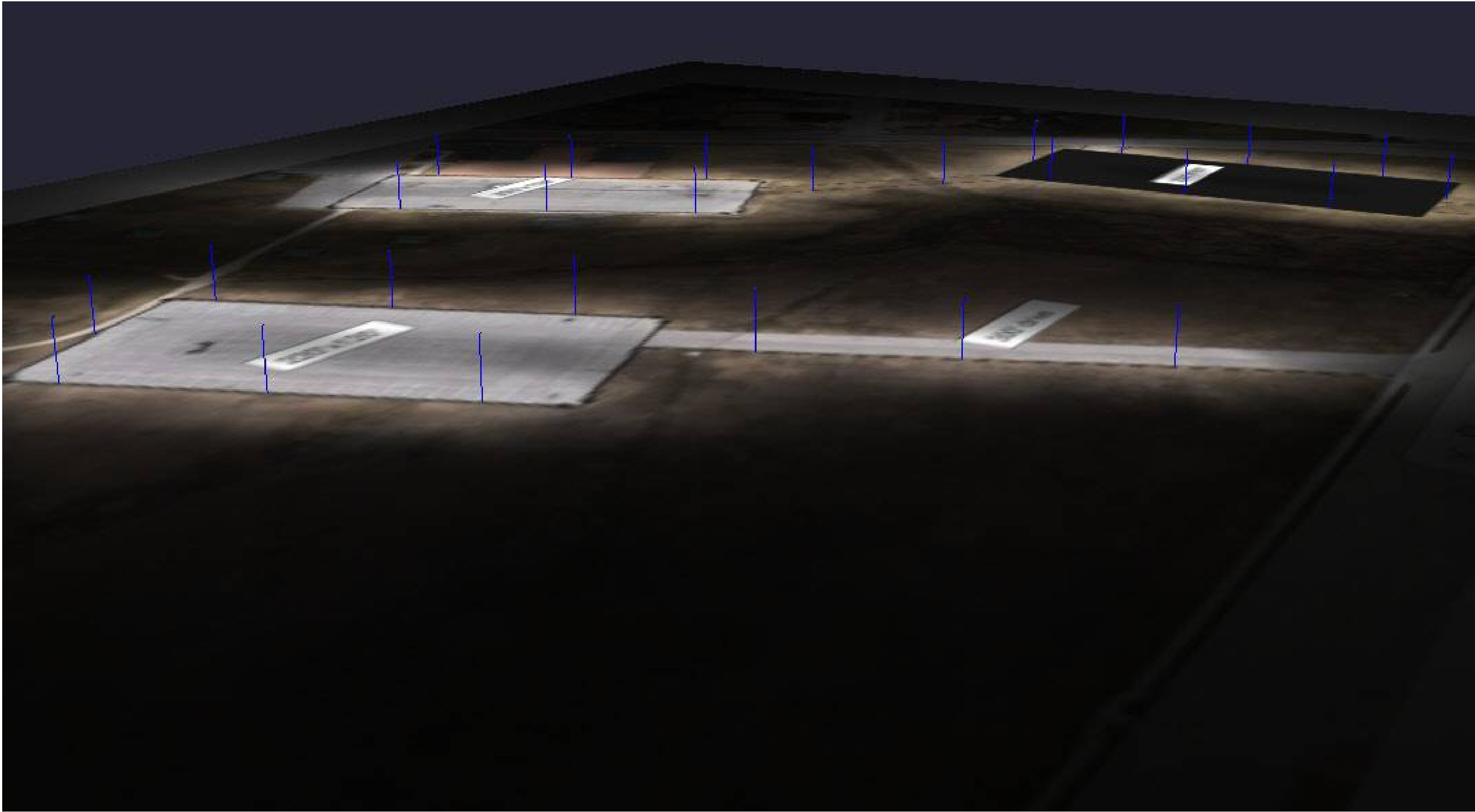
PROJECT:

Saginaw Switchyard Parking Lot

Date:30-12-2025
Drawn By:
SOLERA
SOLAR
LIGHTING
Revision #: 0



TOP VIEW



SIDE VIEW

Disclaimer:
This lighting layout is based on information provided to Light Efficient Design and lab-tested luminaire photometrics. Actual results may vary depending on factors such as reflectivity, windows, obstructions, and other environmental or application details. The customer is responsible for informational accuracy, electrical or structural appropriateness, installation, materials, construction techniques, and compliance with all federal and local codes, including fire, safety, structural and electrical. Light Efficient Design is not responsible for any loss resulting from any use of this lighting layout.



PROJECT:

Saginaw Switchyard Parking Lot

Date:30-12-2025
Drawn By:
SOLERA
SOLAR
LIGHTING
Revision #: 0



B. Consideration and Action Establishing the Wildflower & Butterfly Garden Program -- Diksha, General Support Specialist; Maria Hernandez, Staff Liaison

Meeting	Agenda Group
Monday, September 21, 2026, 6:00 PM	Business Item: 2B.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

At the Board's direction, staff is proposing the creation of the Wildflower & Butterfly Garden program by designating approximately 1.134 acres of underutilized park space as pollinator habitat areas. These areas—located within Willow Creek Park, Highland Station, and William Houston—would be maintained with reduced mowing to allow native wildflowers and grasses to establish.

The goal is to seed these areas in the fall to achieve a full bloom in spring 2027.

Option 1 - Eden Brothers:

Texas Wildflower Seed Mix

- \$277.49 for 5lbs
- Grow Height: +25"
- Coverage: 5lbs covers 5,000 - 10,000 sqft.
- 24 species of wildflowers with wonderful colors of varying heights. Prefers full sun exposure; Specially formulated for Texas.

All Annual Wildflower Seed Mix

- \$1696.49 for 50lbs
- Grow Height: +25"
- Coverage: 50lbs covers 50,000-100,000 sqft.
- Annual; 20 Species, Colorful Blooms, Attracts Pollinators. A rainbow of colors, attractive to birds, bees and butterflies. Prefers full sun exposure; Suitable for ALL USDA Zones.

Option 2 - Justin Seed Co. Pricing:

• **Bee and Butterfly Mix**

- \$32.00 /lbs. (pounds)
- Grow Height: 1-3"
- Planting Rate Acre: 11-22lbs
- Mixture of wildflowers that are pollinators that attract bees and butterflies. Colors includes blue, yellow, and reds mainly.

• **Wildflower Mix TX/OK**

- \$38.00 /lbs. (pounds)
- Grow Height: 1-3"
- Planting Rate Acre: 11-22lbs
- Mixture of 17 wildflowers including Texas Bluebonnet, Indian Blanket, Scarlet Flax, Coreopsis, Primrose, Mexican Hat, Sage, and Phlox. Producing a mixture of annual and perennial plants. Colors includes blue, yellow, and reds mainly.

- **Wildflower Mix TX/OK Ezee Bloom**

- \$28.00 /lbs. (pounds)
- Grow Height: 1-3"
- Planting Rate Acre: 11-22lbs
- Mixture of 16 wildflowers including Texas Bluebonnet, Indian Blanket, Scarlet Sage, Coreopsis, Primrose, Mexican Hat and flowering species that are easier to obtain results, Baby's Breath, Cornflower and Crimson Clover. Producing a mixture of annual and perennial plants. Colors includes blue, yellow, and reds mainly.

FINANCIAL IMPACT:

OPTION 1:

Eden Brothers:

- **Texas Wildflower Seed Mix**
 - \$1,387.45 for 50lbs
 - Coverage: 5lbs covers 5,000 - 10,000 sqft.
- **All Annual Wildflower Seed Mix**
 - \$1696.49 for 50lbs
 - Coverage: 50lbs covers 50,000-100,000 sqft.

OPTION 2:

Justin Seed Co.

- **Bee and Butterfly Mix**
 - \$400 - \$799
 - \$32.00 /lbs. (pounds)
 - Planting Rate Acre (PRA): 11-22lbs
- **Wildflower Mix TX/OK**
 - \$475 - \$949
 - \$38.00 /lbs. (pounds)
 - Planting Rate Acre (PRA): 11-22lbs
- **Wildflower Mix TX/OK Ezee Bloom**
 - \$350 - \$699
 - \$28.00 /lbs. (pounds)
 - Planting Rate Acre (PRA): 11-22lbs

RECOMMENDATION:

N/A

Attachments

[List of flowers.pdf](#)



Bluebonnet (*Lupinus texensis*) begins blooming early spring, but the Big Bend bluebonnet can bloom as early as January. The Texas Legislature designated all six species that grow in the state, which are members of the large lupine genus, the State Flower.



Indian paintbrush (*Castilleja spp.*) blooms early spring throughout the state. There are several species, whose colors vary from scarlet to orange, cream, yellow, and occasionally purple. The bright tips of the petal-like bracts look like they've been dipped in paint. The genus name honors Spanish botanist Domingo Castillejo (1744-86).



Indian blanket (*Gaillardia pulchella*), also called firewheel, blooms April to June across much of the state. Not often seen in large masses, the flower's brilliant combination of red, orange, and yellow resembles brightly woven fabric.



Drummond phlox (*Phlox drummondii*) blooms early spring. They occur most frequently in spectacular masses of color among sandy post-oak woods and along roadsides in south-central Texas and are named for Scottish botanist Thomas Drummond, who collected the plants on a visit to Texas in 1834. The most common color is red, but pink, blue, and purple are also seen. Also called wild phlox.



Prairie verbena (*Glandularia bipinnatifida*) blooms most profusely in spring, but may flower at other times of the year depending on rainfall. Found throughout the state; they're among Texas' most abundant wildflowers.



Pink evening primrose (*Oenothera speciosa*) blooms April to June across much of the state. The drought-tolerant flower opens at dusk in northern portions of Texas. Flowers wither each day, replaced by new blossoms each evening. Elsewhere in the state, blooms stay open all day. They're also known as pink buttercup.



Common sunflower (*Helianthus annuus*) blooms March through December in vacant lots, fields, pastures, open stream banks, and along roadsides and railroad tracks throughout the state. Texas boasts some 19 species of wild sunflowers, including Maximilian sunflower (*Helianthus maximiliani*) and swamp sunflower (*Helianthus angustifolius*).



Winecup (*Callirhoe involucrata*) blooms early spring into summer, in most parts of the state, except the west. They grow in sandy soils in open woods and scrublands. A drought-tolerant, mat-forming plant, it grows up to 1 foot high and bears many dark, wine-colored flowers.



Mexican hat (*Ratibida columnifera*) blooms May to July, or later with favorable weather. Common throughout most of the state, the flower is named for its resemblance to the traditional high-crowned, broad-brimmed Mexican sombrero.



White prickly poppy (*Argemone albiflora*) blooms profusely in April. An abundant, nettle-like plant of Central and South Texas, the plants may grow more than 3 feet tall. Closely related species are yellow, pink, and rose. The herbage is so prickly that cattle leave it untouched even during severe droughts when they have grazed other plants to the ground.



Eryngo (*Eryngium leavenworthii*) blooms July through October in Central Texas. Also called false purple thistle, the striking flowers adorn plants that grow up to 3 feet tall. In late summer, it forms dense masses of purple in fields, prairies, and along roadsides.



Basketflower (*Centaurea americana*) blooms June and July from east Central Texas westward and north into the Panhandle; in the Trans-Pecos, they sometimes bloom a second time in August. They're also called shaving brush and star thistle, even though they aren't prickly like a thistle.



Blue-eyed grass (*Sisyrinchium spp.*) blooms March through May, blanketing roadside pastures with blue to purple blooms and grasslike leaves on sunny spring days. It's common in sandy forests of East Texas and on prairies of the Texas Gulf Coast.



Prickly pear cactus (*Opuntia engelmannii*), a perennial, blooms in shades from yellow to red across the state. The fruit, or tuna, which ranges from red to deep maroon when ripe, makes a very good jelly (see our recipes for prickly pear desserts, a cocktail, and other tasty fare).



Gayfeather (*Liatris spp.*) blooms August to December in well-drained soils in prairies, plains, limestone glades, hillsides, and on the edges and open areas of woodlands. Also called button snakeroot because roots and underground stems have been used to treat rattlesnake bites, it is frequently visited by butterflies and hummingbirds; and goldfinches and other songbirds eat the seeds.



Coreopsis (*Coreopsis spp.*) bloom somewhere in the state every month except January. “Coreopsis” is from a combination of New Latin and Greek for “having a buglike appearance,” referring to the seed, which resembles a beetle—hence, the common name, tickseed.



Texas lantana (*Lantana urticoides* or *L. horrida*) blooms nearly year-round in South Texas, April to October in Central and East Texas, and somewhat earlier in the Trans-Pecos. The “horrid” in its Latin name comes from the leaves’ distinctive pungent odor. Blooms are tight clusters of yellow, orange, and red flowers.



Texas thistle (*Cirsium texanum*) blooms throughout Texas, except in the Panhandle, April to August. Bumblebees and butterflies are attracted to Texas thistle. Goldfinches eat the seeds and line their nests with the fluff of the ripened seeds.



False foxglove (*Penstemon cobaea*) blooms in April and May across the rolling plains and Blackland Prairie south to the Gulf of Mexico. Also known as prairie penstemon, this showy flower grows best in sandy or rocky open hillsides, limestone outcrops, and loamy soils.



Parks Advisory Board Memorandum

C. Update Regarding City Events -- Vickie Weldon, Recreation Services Supervisor

Meeting	Agenda Group
Monday, September 21, 2026, 6:00 PM	Business Item: 2C.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

The purpose of this item is to inform the Board of the 2027 special events schedule. Staff has been working in preparation of the upcoming year events and during the planning process, an opportunity has presented to consider moving the Independence Day Celebration to Friday, July 2, 2027, which is closer to the July 4th holiday. Making the decision to transition our 2027 celebration to a fireworks-only show on Friday, July 2nd, is extremely time-sensitive. Firework companies require a deposit to secure a date, and July 2nd is a prime date that many others are likely seeking to reserve.

Staff would like to highlight that moving the 2027 Independence Day Fireworks Celebration to Friday, July 2, 2027 offers several advantages with the change.

- This change would create cost savings. For example, staff worked a total of 434.45 hours for the 2026 Independence Day Celebration at a cost of \$19,921.59. Preparation and cleanup extend well beyond the actual event hours.
- It may help reduce issues such as fights and other behavior that is not appropriate for a community, family-friendly event.
- It would reduce the need for tables, seating, water, production staff, entertainment, food for staff, and other support items, which would significantly decrease staff work hours.

Event Adjustments:

The popular Weiner Dog Race will be moved to the 2027 Train & Grain Festival near the dog park area. The cooler temperatures in October may improve performance for our small competitors.

The always-anticipated Taco Eating Contest, generously sponsored by Taco Casa, will be moved to our 2027 Cinco de Mayo celebration or to Train & Grain 2027.

FINANCIAL IMPACT:

Staff has received quotes from two companies that are available to provide fireworks on Friday, July 2, 2027. The lowest quote is from Pyro Shows, which delivered a fantastic show for us this year.

Attached are the quotes for reference.

RECOMMENDATION:

N/A

Attachments

[Illumination_2027_Quote.pdf](#)

[Pyro_Shows_2027_Quote.pdf](#)



ILLUMINATION
FIREWORKS - PYRO - SPECIAL FX

ESTIMATE

E-13083

1605 Crescent Circle, Suite 200
Carrollton, TX 75006

07.02.27 - City of Saginaw [1.3G]

Account Manager
Andrew Schoffler

Ship Date
7/2/2027 12:00 AM

Return Date
7/2/2027 12:00 AM

Shipping Address
South of
800 Blue Mound Rd
Saginaw, TX 76131

Description	Retail Price	Price	Qty	Sub Total
18-20 Minute 1.3G Fireworks Display (Shells up to 5")	\$32,500.00	\$32,500.00	1	\$32,500.00
Local Fire Department Permit/Standby Fees (Estimated*)	\$0.00	\$0.00	1	\$0.00
State Fire Department Permit Fee (included)	\$50.00	\$0.00	1	\$0.00

Display Estimate Includes:

\$5,000,000 (Five Million) General Liability & Auto Insurance

Workers Compensation Insurance

Federal ATF Explosives License, State & Local Permit Acquisition

Computer Scripting/Choreography

All Necessary Transportation

All Necessary Equipment

All Necessary Labor Including Experienced, Licensed Pyrotechnicians & Assistants

100% Electronic Computer Firing

Equipment Tear-down & Cleanup

Estimate Notes

* Cities tend to waive permit and standby fees for city sponsored events.

Sub Total	\$32,550.00
Discount	\$50.00
Total	\$32,500.00



DATE August 26, 2026
TO Saginaw, City of
800 N Blue Mound Road
Saginaw, TX 76131

www.pyroshows.com

Date of Show:	Ship to:
Friday, July 2, 2027	800 N Blue Mound Road Saginaw, TX 76131

[illegible]

SUBTOTAL	\$ 30,000.00
SALES TAX	
TOTAL	\$ 30,000.00

THANK YOU FOR YOUR BUSINESS!



Parks Advisory Board Memorandum

D. Discussion and Action Regarding the Creation of the Friends of the Parks Non-Profit -- Maria Hernandez, Staff Liaison

Meeting	Agenda Group
Monday, September 21, 2026, 6:00 PM	Business Item: 2D.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

Outreach efforts have been successful — we now have an interest group of more than 20 people. Eight of them are not Saginaw residents, so I'd like your input on whether non-residents should be allowed to participate in the organization.

Appointing Leadership Roles

We have seven individuals who've expressed interest in serving in leadership positions within the organization. I'd like guidance from the Board on how to move forward with appointing members to these roles.

We would be filling in the following positions, "*" marks the positions required to establish a non-profit org:

- President*
- Vice-President
- Treasurer*
- Secretary *

Continued Outreach Efforts at Upcoming City Events

- October 3, 2026 - Train & Grain
 - 8-12 PM
- October 9, 2026 - Saginaw Spooktacular
 - 5-8 PM
 - Decorating a Booth & Handing out Candy
- October 17, 2026 - Library Book Sale
 - Time TBD

Booth Supplies

- \$117.59 - 10 x 10 Canopy Tent with Sidewall

FINANCIAL IMPACT:

- \$117.59 - 10 x 10 Canopy Tent with Sidewall

RECOMMENDATION:

N/A

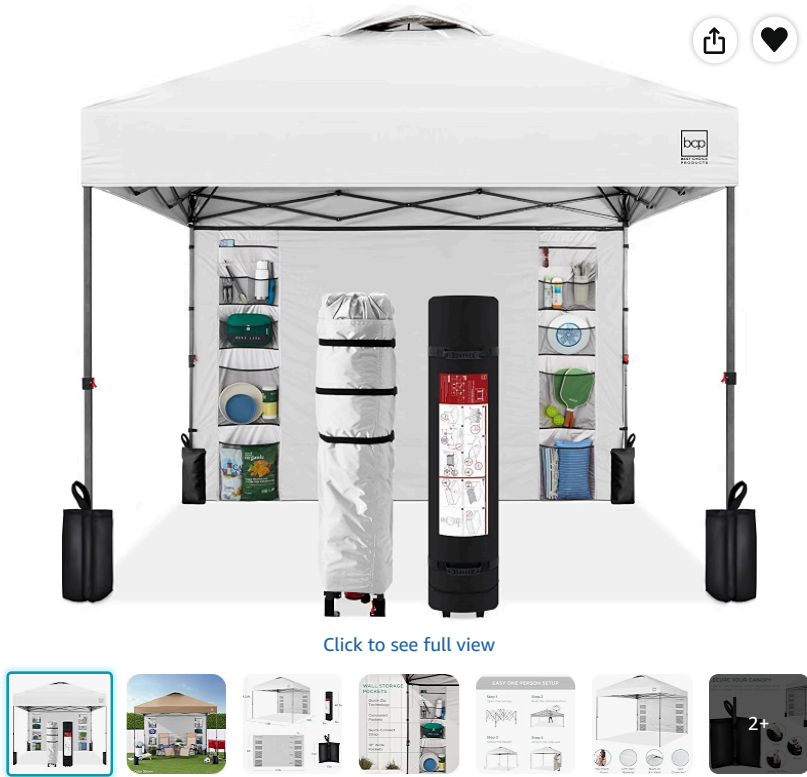
Attachments

[10x10 Canopy - Amazon.pdf](#)

4.5 ⭐⭐⭐⭐⭐ 1,222

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- Does it come with a carrying case?
- Sponsored Why choose Best Choice Products pop up canopies?
- Is the canopy flame retardant?
- Why you might like this
- Ask something else

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1 Person 1 Minute Setup, Includes Carry Case & 4 Weight Bags, Outdoor Shade for Camping, Parties, Events

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Size: 10x10ft w/ Sidewall

10x10ft

10x10ft w/ Sidewall

Color: White



< 1 2 >

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Material Oxford 150D with white coating, Steel frame
Color White
Item Weight 36.4 pounds
Recommended Uses For Product Outdoor

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✓prime Two-Day
FREE Returns

FREE delivery **Thursday, September 17.** Order within 1 hr 33 mins. [Details](#)

📍 Deliver to Saginaw - Saginaw 76179

In Stock

Qty: 1

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🔒 Secure transaction

Ships from and sold by **Best Choice Products Inc.**

Return policy:
FREE 30-day
refund/replacement

Add to List

Sponsored ⓘ

Beginning Balance:	7/1/2026	\$180,936.40
Monthly Donations:		
July 2026		\$14,290.92
August 2026		\$14,961.30
Total Donations:		\$29,252.22
Balance with Donations:		\$210,188.62
Pending Expenditures:		
Holiday Displays Payment 2/2		\$10,361.12
Additional Donations for the Independence Day Event		\$3,400.00
July Expenditures:		
Holiday Displays Payment 1/2		\$13,995.13
2026 Independence Day Event Sponsorship		\$400.00
Additional Donation for the Independence Day Event		\$4,600.00
"Friends of the Parks" Booth Supplies (Poster Boards)		\$20.31
August Expenditures:		
"Friends of the Parks" Booth Supplies (Yard Signs, Mesh Banner)		\$346.50
Total Expenditures:		\$33,123.06
Estimated Unallocated Funds:	8/31/2026	\$177,065.56
FY25-26 Parks Board Budget Beginning Balance		\$88,605.00
	Budget	Expended To Date
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	
7/31/2026 "Friends of the Parks" Supplies	\$366.81	
	TOTAL:	\$964.25
Remaining Balance:		\$1,035.75
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	\$5,000.00	
7/31/2026 2026 Independence Day Event Sponsorship - Additional Funds	\$4,600.00	
	TOTAL:	\$77,774.38
Remaining Balance:		(\$1,024.38)
CONTRACT SERVICES	\$24,356.25	\$0.00
7/15/2026 Holiday Displays Payment 1/2	\$13,995.13	
	TOTAL:	\$13,995.13
Remaining Balance:		\$10,361.12
CAPITAL OUTLAY/SPECIAL PROJECTS	\$5,000.00	\$0.00
-	-	-
	TOTAL:	\$0.00
Remaining Balance:		\$5,000.00
Total Expenditures:	\$112,961.25	\$97,659.07
Remaining Balance:	6/30/2026	\$15,302.18