



City of Saginaw
Meeting and/or Executive Session Agenda

Tuesday, April 1, 2025, 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

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

1B. 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"--Saginaw 4H Club

1C. Invocation--Dr. Mark Towns, First Baptist Church

1D. 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 comments.

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.

2A. Action Regarding Minutes, March 18, 2025--Vicky Vega, City Secretary

2B. Action Regarding Approval of Resolution No. 2025-06, Amending Right-of-Way Boundaries to include intersection of Knowles Dr. and McLeroy Blvd--Bryn Meredith, City Attorney

2C. Action Regarding Approval of Resolution No. 2025-07, Accept and Execute all Requirements for the Advance Funding Agreement for Green Ribbon Funding On-System through the Texas Department of Transportation--Randy Newsom, Director of Public Works

2D. Action Regarding Approval of Individual Project Order (IPO) Saginaw Drainage System No. 3--Randy Newsom, Director of Public Works

3. Proclamations-Presentations

3A. Recognition of the Saginaw 4H Club--Cindy Rodriguez, Club Manager

4. Public Hearings

4A. PUBLIC HEARING - Consideration and Action Regarding Resolution No. 2025-05, Adoption of Mid-Year Budget Revisions for Fiscal Year 2024-2025--Kim Quin, Finance Director

4B. PUBLIC HEARING-- Under Section 311.011 of the Texas Tax Code to Consider Comment Regarding the Ordinance Accepting and Approving the Amendment of Project Cost of Reinvestment Zone No. 1, City of Saginaw, Texas and the Amended and Restated Final Project and Finance Plan--Daniel Andrade, Project Analyst for P3 Works

4C. PUBLIC HEARING--Consideration and Action Regarding Approval of Ordinance No. 2025-07 Amending Certain Project Costs of Reinvestment Zone No. 1, City of Saginaw, Texas , and Approving the Amended and Restated Final Project and Finance Plan for Reinvestment Zone No. 1, City of Saginaw, Texas.

5. Business

5A. Consideration and Action Regarding Approval of Proposed Employee Suggestion Program Submittal/Recommendation -- Doug Spears, Fire Chief - Melanie McManus, Human Resources Director

5B. Consideration and Action Regarding Bid Award for the Valve Replacement Program--Randy Newsom, Director of Public Works

6. Executive Session

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

6A. 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:

6B. Any Posted Item

6C. 551.072. Texas Government Code. Deliberation Regarding Real Property. The City Council may convene in executive session to deliberate the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person, including the following matters:

6D. Possible Property Acquisition Located East of Jarvis Road, and the West Side of Defiel Road, approximately 0.10 miles north of Minton Road in the City of Saginaw.

7. Adjournment

7A. Adjournment--Todd Flippo, Mayor

Date Posted: _____ Time: _____ By:

Date Retrieved: _____ Time: _____ By:

Date Posted: March 27, 2025



City of Saginaw

City Council Memorandum

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"--Saginaw 4H Club

Meeting	Agenda Group	
Tuesday, April 1, 2025, 6:00 PM	Call To Order	Item: 1B.
Reference File		
Community Goals		

Pledge of Allegiance to the United States

The Saginaw 4H Club will lead the Pledge

"Honor the Texas Flag; I pledge allegiance to the, Texas, one State under God, one and indivisible"



City Council Memorandum

B. Action Regarding Minutes, March 18, 2025--Vicky Vega, City Secretary

Meeting	Agenda Group
Tuesday, April 1, 2025, 6:00 PM	Consent Agenda Item: 2B.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

The draft minutes of the March 18, 2025, City Council Meeting.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

N/A

Attachments

[Draft Minutes--3-18-2025.pdf](#)

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

City of Saginaw
Minutes of the City Council Meeting
Held on March 18, 2025
333 West McLeroy Blvd.

Present at the Meeting:

- Todd Flippo, Mayor
- Paul Felegy, Mayor Pro-Tem, Place 1
- Nick Lawson, Place 2
- Valerie Junkersfeld, Place 3
- Mary Copeland, Place 6
- Gabe Reaume, City Manager
- Lee Howell, Asst. City Manager
- Kim Quin, Finance Director
- Vicky Vega, City Secretary
- Russell Ragsdale, Police Chief
- Doug Spears, Fire Chief
- Randy Newsom, Director of Public Works
- Ellen Ritchie, Library Director
- Pedro Zambrano, Director of Economic Development & Community Engagement
- Cameron Inglese, Police Officer

Absent from the Meeting:

- Brack St. Clair, Place 4
- Cindy Bighorse, Place 5
- Bryn Meredith, City Attorney
- Trenton Tidwell, City Engineer
- Melanie McManus, Director of Human Resources

Visitors at the Meeting:

- Judy Deller
- Glenn Reeves
- Kim Hickman
- Shawn Morrison

- Brian Peters
- Anne Yamasheta
- Sarah Yamasheta
- Ronnie Horton
- Diksha
- Randolph Vierkant

1. Call To Order

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

Mayor Todd Flippo called the meeting to order at 6:00 p.m.

1B. 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"

1C. Invocation--Pastor Joe Rangel, SOBA Church

In absence of Pastor Joe Rangel, Mayor Flippo gave the invocation.

1D. 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 comments.

2. Consent Agenda

Motion was made by Mayor Pro-Tem Felegy with a second by Councilmember Junkersfeld to approve all items of the Consent Agenda. Motion Passed 5-0-0-2 (St. Clair & Bighorse Absent)

2A. Action Regarding Minutes, March 4, 2025--Vicky Vega, City Secretary

The draft minutes for the March 4, 2025, meeting are presented for consideration.

2B. Action Regarding Approval of Purchase of a Vehicle Exhaust Extraction System for Fire Station 2--Doug Spears, Fire Chief

In the current 2024-2025 fiscal year budget City Council approved funding for the purchase and install of a direct capture vehicle exhaust extraction system for Fire Station #2.

Vehicle exhaust, particularly diesel exhaust, is a leading cause of cancer and with cancer now the leading cause of line-of-duty deaths for firefighters, this was a high priority initiative. This system,

manufactured by Plymovent, is an identical system to Fire Station #1 providing an equal level of cancer protection for staff at both fire stations.

An onsite vendor survey was completed and a price quote for the system and install in the amount of \$59,900. This price does not include the required electrical work and some minor modifications to exhaust piping on Fire Station #2, apparatus required to accommodate the apparatus-to-exhaust system connections. Pricing for the required electrical work is estimated not to exceed \$5,500 and the apparatus exhaust piping modifications are estimated not to exceed \$1,000. Total of all required work is within the approved budget amount.

Staff recommends approval as presented for the purchase of a vehicle exhaust extraction system from Air Cleaning Technologies.

2C. Action Regarding Approval for an Interlocal Agreement with North Central Texas Council of Governments (NCTCOG) for a Tire Collection Event--Glenn Reeves, Environmental Specialist

City of Saginaw will be hosting a Spring-Cleaning event on April 12, 2025, and North Central Texas Council of Governments (NCTCOG) is offering a reimbursement of up to \$600 for tire recycling.

NCTCOG is providing pass-through funding from Texas Commission on Environmental Quality (TCEQ) to support scrap tire collection events and scrap tire cleanups on public property for eligible entities in the North Central Texas region between May 28, 2024, and May 31, 2025. These funds will be used to remit the cost of a third-party scrap tire hauling and/or disposal vendor and the cost of properly disposing of the collected tires.

3. Proclamations-Presentations

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

No Recognitions or Presentations

3B. Recognition of Inaugural Saginaw Academy Class--Pedro Zambrano, Director of Economic & Community Engagement

The 2024 Work Plan Project asked for the creation of a Mayor's Youth Advisory Council for our adult residents. The Saginaw Academy was started in January 2025 with a small group to pilot the new program. The group went to all the city departments to have a behind the scenes learning experience on how the city functions.

In Recognition of completing the Saginaw Citizens Academy, awards were given to:

Judy Deller

Brian Peters

Randolph Vierkant

4. Business

4A. Consideration and Action Regarding Approval of Professional Services Agreement with Quorum Architects for Update and Evaluation of Animal Shelter Needs Assessment - Lee Howell, Assistant City Manager

Quorum Architects is a design firm offering architecture, interior design, and master planning services. One of Quorum's specialties is design of municipal and private animal care facilities. Quorum is located in Ft Worth on Vickery Blvd and has been a principal or consultant on numerous modern shelter facilities in Texas, including Carrollton, Dallas, Grapevine, North Richland Hills, Seguin, Midland, Pearland, and Odessa. Quorum is up to date on best practices and state of the art design floor plans, construction materials, workflow concepts, and costs, in the DFW area and beyond.

Assistant City Manager Lee Howell presented options to the council regarding the needs assessment for the Animal Shelter.

Option 1: would be a review and evaluation of the 2023 Animal Arts Needs Assessment and cost options.

Option 2: would be a conceptual floor plan with probable cost.

Mr. Howell explained to council they could choose to approve one option, both options, or take no action.

Council discussed the needs assessment and asked questions concerning the options and the services provided by Quorum Architects.

Kim Hickman with Quorum Architects, discussed the options and services that they can provide and answered questions from council.

Council requested that Quorum Architect to come back and provide more information on different options that would be beneficial to the city with the continuous population growth.

Ms. Hickman discussed that she would look into the information that has been requested and come back at a future meeting with a better best option for council to choose from.

The financial impact for the basic design options:

1. Evaluation of Needs Assessment: \$2,500
2. Conceptual Design & Opinion of Probable Cost: \$21,000

The total cost for the professional service agreement for the evaluation of the Animal Shelter needs assessment is **\$23,500**

Motion was made by Mayor Pro-Tem Felegy and second by Councilmember Copeland to approve option 1 and option 2. Motion Passed 4-1-0-2 (Junkersfeld voted Nay) (St. Clair & Bighorse Absent)

4B. Consideration and Action Regarding Approval of Kitchen Equipment Purchase from Mission Restaurant Supply for Senior Center-Lee Howell, Assistant City Manager

Assistant City Manager Lee Howell presented to council a quote that was submitted by Mission Restaurant Supply, Mission Restaurant Supply is the largest Texas based food service equipment and supply dealer, with six locations across the state and the nearest store located in White Settlement. The quote submitted is based on the state cooperative purchasing program.

Council discussed the item and asked questions concerning the quote and the outfitting of the kitchen, Mr. Howell explained that the outfitting of the kitchen was recommend during the initial design phase and numerous of options were discussed on how to outfit the kitchen space with commercial grade equipment.

Council discussed the use of the commercial grade kitchen and would like to see programs and groups utilize the commercial style kitchen.

The financial impact that Mr. Howell is requesting is not to exceed \$85,000, this amount would cover the equipment for the kitchen in the new Senior Center.

Motion was made by Mayor Pro-Tem Felegy and second by Councilmember Junkersfeld to approve the item as presented and not exceed \$85,000. Motion passed. 5-0-0-2 (St. Clair & Bighorse Absent)

5. Executive Session

No Executive Session

5A. 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:-

5B. Any posted item.-

6. Adjournment

6A. Adjournment--Todd Flippo, Mayor

Motion was made by Councilmember Junkersfeld and second by Mayor Pro-Tem Felegy to adjourn the meeting. Motion Passed 5-0-0-2 (St. Clair & Bighorse Absent)

Mayor Flippo declared the meeting adjourned at 6:36 p.m.



City Council Memorandum

C. Action Regarding Approval of Resolution No. 2025-06, Amending Right-of-Way Boundaries to include intersection of Knowles Dr. and McLeroy Blvd--Bryn Meredith, City Attorney

Meeting	Agenda Group
Tuesday, April 1, 2025, 6:00 PM	Consent Agenda Item: 2C.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

Action Regarding approval of Resolution No. 2025-06, expanding a City owned right-of-way at the intersection of Knowles Drive and McLeroy Blvd.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

N/A

Attachments

[Resolution No. 2025-06.pdf](#)

RESOLUTION NO. 2025-06

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAGINAW, TEXAS, AUTHORIZING THE MAYOR TO EXECUTE CHANGES IN THE RIGHT-OF-WAY BOUNDARIES FOR THE PROPERTY DESCRIBED IN EXHIBIT A; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Saginaw, Texas, ("City") is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5, of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, the City owns property in fee simple adjacent to the intersection of Knowles Drive and McLeroy Boulevard in the City; and

WHEREAS, Oncor and other utilities require the placement of facilities in city-owned right-of-way; and

WHEREAS, Oncor has a need to place facilities adjacent to the intersection; and

WHEREAS, the City finds it necessary to designate the area shown on **Exhibit A** as City-owned right-of-way.

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

SECTION 1.

The Mayor is hereby authorized to sign the document attached hereto as **Exhibit B**, expanding a City-owned right-of-way at the intersection of Knowles Drive and McLeroy Boulevard in the City, as depicted in **Exhibit A**.

SECTION 2.

This Resolution shall be effective immediately from and after its adoption.

PASSED AND APPROVED THIS ____ DAY OF _____, 2025.

Todd Flippo, Mayor

ATTEST:

Victoria Vega, City Secretary

EXHIBIT A
TO THIS RESOLUTION AND TO THE RECORDABLE DOCUMENT
ATTACHED AS EXHIBIT B TO THIS RESOLUTION

**LEGAL DESCRIPTION
RIGHT-OF-WAY PARCEL DEDICATION**

BEING a 4,641 square foot (0.1065 acre) tract of land (TRACT 1) and a 12,863 square foot (0.2953 acres) tract of land (TRACT 2) situated in the Alexander Albright Survey, Abstract No. 1849, City of Saginaw, Tarrant County, Texas; said TRACT 1 being part of that called 25.490 acre tract of land described in Warranty Deed to the City of Saginaw as recorded in Volume 9349, Page 1224 of the Deed Records, Tarrant County, Texas; said TRACT 2 being part of that called 14.853 acre tract of land described in Deed to the City of Saginaw as recorded in Volume 9170, Page 82 of said Deed Records, Tarrant County, Texas; said tracts being more particularly described as follows:

TRACT 1

BEGINNING at the intersection of the north right-of-way line of W McLeroy Boulevard (a variable width right-of-way) and the west right-of-way line of Knowles Drive (a variable width right-of-way);

THENCE South 89°51'02" West, along the said north right-of-way line of W McLeroy Boulevard, a distance of 82.44 feet to a 5/8-inch iron rod with cap stamped "KHA" set for corner;

THENCE North 45°16'36" East, departing the said north right-of-way line of W McLeroy Boulevard, a distance of 141.87 feet to a 5/8-inch iron rod with cap stamped "KHA" set for corner in the said west right-of-way line of Knowles Drive;

THENCE South 00°36'32" East, along the said west right-of-way line of Knowles Drive, a distance of 62.24 feet to a point for corner at the beginning of a non-tangent curve to the right;

THENCE in a southwesterly direction, continuing along the said west right-of-way line of Knowles Drive and with said non-tangent curve to the right, having a radius of 19.00 feet, a central angle of 90°28'01", and a chord bearing and distance of South 44°37'45" West, 26.98 feet and an arc distance of 30.00 feet to a point for corner;

THENCE South 00°11'49" West, continuing along the said west right-of-way line of Knowles Drive, a distance of 18.18 feet to the **POINT OF BEGINNING** and containing 4,641 square feet or 0.1065 acres of land, more or less.

RIGHT-OF-WAY DEDICATION
ALEXANDER ALBRIGHT SURVEY,
ABSTRACT NO. 1849
CITY OF SAGINAW
TARRANT COUNTY, TEXAS

Kimley»Horn

801 Cherry Street, Unit 11, # 1300
Fort Worth, Texas 76102 FIRM # 10194040

Tel. No. (817) 335-6511
www.kimley-horn.com

Scale	Drawn by	Checked by	Date	Project No.	Sheet No.
N/A	CDP	MCB	2/20/2025	061291602	1 OF 3

TRACT 2

BEGINNING at the intersection of the south right-of-way line of said W McLeroy Boulevard and the said west right-of-way line of Knowles Drive;

THENCE South 00°49'41" East, along the said west right-of-way line of Knowles Drive, a distance of 92.95 feet to a 5/8-inch iron rod with cap stamped "KHA" set for corner;

THENCE North 43°11'53" West, departing the said west right-of-way line of Knowles Drive, a distance of 81.91 feet to a 5/8-inch iron rod with cap stamped "KHA" set for corner;

THENCE North 89°57'12" West, a distance of 304.85 feet to a 5/8-inch iron rod with cap stamped "KHA" set for corner in the west line of said 14.853 acre tract;

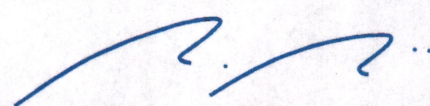
THENCE North 00°49'41" West, along the west line of the said 14.853 acre tract, a distance of 29.03 feet to a point for corner in the said south right-of-way line of W McLeroy Boulevard;

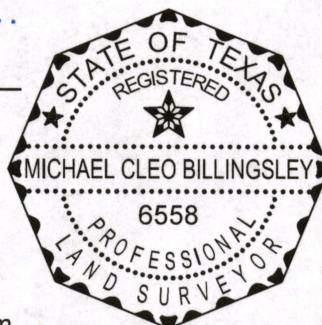
THENCE North 89°22'16" East, along the said south right-of-way line of W McLeroy Boulevard, a distance of 360.02 feet to the **POINT OF BEGINNING** and containing 12,863 square feet or 0.2953 acres of land, more or less.

NOTES

Bearing system based on the Texas Coordinate System of 1983(2011 adjustment), North Central Zone (4202) with a applied combined scale factor of 1.00012. A survey plat of even survey date herewith accompanies this metes & bounds description.

The undersigned, Registered Professional Land Surveyor, hereby certifies that the foregoing description accurately sets out the metes and bounds of the right-of-way tracts described.


MICHAEL C. BILLINGSLEY
REGISTERED PROFESSIONAL
LAND SURVEYOR NO. 6558
801 CHERRY STREET,
UNIT 11 SUITE 1300
FORT WORTH, TEXAS 76102
PH. 817-335-6511
michael.billingsley@kimley-horn.com



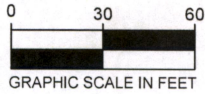
RIGHT-OF-WAY DEDICATION
ALEXANDER ALBRIGHT SURVEY,
ABSTRACT NO. 1849
CITY OF SAGINAW
TARRANT COUNTY, TEXAS

Kimley»Horn

801 Cherry Street, Unit 11, # 1300
Fort Worth, Texas 76102 FIRM # 10194040

Tel. No. (817) 335-6511
www.kimley-horn.com

Scale	Drawn by	Checked by	Date	Project No.	Sheet No.
N/A	CDP	MCB	2/20/2025	061291602	2 OF 3



LEGEND

Δ = CENTRAL ANGLE
P.O.B. = POINT OF BEGINNING
IRSC = 5/8" IRON ROD W/ "KHA" CAP SET

THE CITY OF SAGINAW
(VOL. 9349, PG. 1224)

TRACT 1
0.1065 ACRES
4,641 SQ. FT.

W MCLEROY BLVD
(A VARIABLE WIDTH RIGHT-OF-WAY)

TRACT 2
0.2953 ACRES
12,863 SQ. FT.

CITY OF SAGINAW
(VOL. 9170, PG. 82)

KNOWLES DRIVE
(A VARIABLE WIDTH RIGHT-OF-WAY)

LINE TABLE

NO.	BEARING	LENGTH
L1	S89°51'02"W	82.44'
L2	N45°16'36"E	141.87'
L3	S00°36'32"E	62.24'
L4	S00°11'49"W	18.18'
L5	S00°49'41"E	92.95'
L6	N43°11'53"W	81.91'
L7	N89°57'12"W	304.85'
L8	N00°49'41"W	29.03'
L9	N89°22'16"E	360.02'

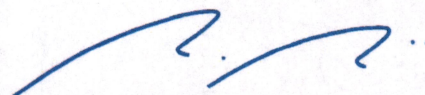
CURVE TABLE

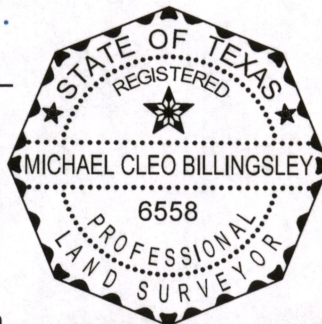
NO.	DELTA	RADIUS	LENGTH	CHORD BEARING	CHORD
C1	90°28'01"	19.00'	30.00'	S44°37'45"W	26.98'

NOTES

Bearing system based on the Texas Coordinate System of 1983(2011 adjustment), North Central Zone (4202) with a applied combined scale factor of 1.00012. A metes & bounds description of even survey date herewith accompanies this survey plat.

The undersigned, Registered Professional Land Surveyor, hereby certifies that the plat of survey accurately sets out the metes and bounds of the right-of-way tracts.


MICHAEL C. BILLINGSLEY
REGISTERED PROFESSIONAL
LAND SURVEYOR NO. 6558
801 CHERRY STREET,
UNIT 11 SUITE 1300
FORT WORTH, TEXAS 76102
PH. 817-335-6511
michael.billingsley@kimley-horn.com



RIGHT-OF-WAY DEDICATION
ALEXANDER ALBRIGHT SURVEY,
ABSTRACT NO. 1849
CITY OF SAGINAW
TARRANT COUNTY, TEXAS

Kimley»Horn

801 Cherry Street, Unit 11, # 1300
Fort Worth, Texas 76102 FIRM # 10194040

Tel. No. (817) 335-6511
www.kimley-horn.com

Scale	Drawn by	Checked by	Date	Project No.	Sheet No.
1" = 60'	CDP	MCB	2/20/2025	061291602	3 OF 3

EXHIBIT B

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

RECORDABLE DOCUMENT

THE PURPOSE OF THIS DOCUMENT IS TO ALLOW FOR THE EXPANSION OF THE RIGHT-OF-WAY LOCATED AT THE INTERSECTION OF KNOWLES DRIVE AND MCLEROY BOULEVARD IN THE CITY OF SAGINAW, TEXAS, AS ILLUSTRATED IN EXHIBIT A.

STATE OF TEXAS

§

§

KNOW ALL BY THESE PRESENTS:

COUNTY OF TARRANT

§

The City of Saginaw owns property in fee simple adjacent to the intersection of Knowles Drive and McLeroy Boulevard in the City.

The physical address of the intersection of Knowles Drive and McLeroy Boulevard in the City is S Knowles Drive & W McLeroy Boulevard, Saginaw, Texas 76179.

The right-of-way of the intersection shall be expanded to include the area depicted on Exhibit A to this recordable document.

EXECUTED to be effective as of the ____ day of _____, 2025.

Todd Flippo, Mayor of Saginaw

STATE OF TEXAS §

§

COUNTY OF TARRANT §

 This instrument was acknowledged before me on the _____ day of _____, 2025,
by Todd Flippo, the Mayor of the City of Saginaw, on behalf of the City of Saginaw.

Notary Public, State of _____

Printed Name: _____

My commission expires: _____



City Council Memorandum

**C. Action Regarding Approval of Resolution No. 2025-07, Accept and Execute all Requirements for the Advance Funding Agreement for Green Ribbon Funding On-System through the Texas Department of Transportation--
Randy Newsom, Director of Public Works**

Meeting	Agenda Group
Tuesday, April 1, 2025, 6:00 PM	Consent Agenda Item: 2C.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

The City submitted an application to the Texas Department of Transportation for Green Ribbon funding on March 28, 2024 and the Texas Department of Transportation (“TxDOT”) has requested that the City approve, the Advance Funding Agreement for Green Ribbon Program On-System. Authorizing the state to undertake and complete a highway improvement or other transportation project generally described as landscape, hardscape and irrigation improvements on the North and South ROW limits of BUS 287.

FINANCIAL IMPACT:

Estimate cost of \$1,041,769.00, of which the City’s share is estimated to be \$78,000.00.

The funds to cover the City's portion will come from ARPA funds,

RECOMMENDATION:

Staff Recommends Approval

Attachments

[Resolution No. 2025-07--AFA Green Ribbon.pdf](#)

[AFA Funding Agreement for Green Ribbon Project On-System.pdf](#)

**CITY OF SAGINAW
RESOLUTION NO. 2025-07**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAGINAW, TEXAS, AUTHORIZING THE CITY MANAGER OR THEIR DESIGNEE TO ACCEPT AND EXECUTE ALL REQUIREMENTS FOR THE ADVANCE FUNDING AGREEMENT FOR GREEN RIBBON FUNDING ON-SYSTEM THROUGH THE TEXAS DEPARTMENT OF TRANSPORTATION; AND PROVIDING EFFECTIVE DATE.

WHEREAS, the City of Saginaw, Texas (the “City”) is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5, of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, federal laws establish federally funded programs for transportation improvements to implement its public purpose; and

WHEREAS, the Texas Transportation Code, Section 201.103 establishes that the state shall design, construct, and operate a system of highways in cooperation with local governments, and Section 222.052 authorizes the Texas Transportation Commission to accept contributions from political subdivisions for development and construction of public roads and the state highway system within the political subdivision; and

WHEREAS, federal and state laws require local governments to meet certain contract standards relating to the management and administration of state and federal funds; and

WHEREAS, the City submitted an application to the Texas Department of Transportation for Green Ribbon funding on March 28, 2024; and

WHEREAS, the Texas Department of Transportation (“TxDOT”) has requested that the City approve the Advance Funding Agreement for Green Ribbon Program On-System; and

WHEREAS, the Texas Transportation Commission passed Minute Order Number 116522 authorizing the state to undertake and complete a highway improvement or other transportation project generally described as landscape, hardscape and irrigation improvements on the North and South ROW limits of BUS 287 (the “Project”), with an estimate cost of \$1,041,769.00, of which the City’s share is estimated to be \$78,000.00, plus any cost overruns; and

WHEREAS, TxDOT has presented the City with an Advance Funding Agreement with the State of Texas (“Agreement”), to set forth obligations and allocate funds with regard to the Project; and

WHEREAS, Project costs are outlined in the Agreement and will be allocated based on 80% federal funding and 20% state funding until the federal and state funding reaches the maximum obligated amount; the City will then be responsible for 100% of the Project cost.

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

SECTION 1

All the above premises are true and correct of the City Council, and they are hereby approved, ratified, and incorporated into the body of this Resolution as if copied in their entirety.

SECTION 2.

The City Council authorizes an Advance Funding Agreement with the State of Texas for Green Ribbon Program On-System Landscaping of the North and South ROW limits of BUS 287, with an estimate cost of \$1,041,769.00, of which the City's share is estimated to be \$78,000.00, plus any cost overruns.

SECTION 3.

The City Council authorizes the City Manager or their designee to execute all documents necessary to complete this transaction.

SECTION 4.

It is hereby found and determined that the meeting at which this Resolution is passed is open to the public and that public notice of the time, place, and purpose of said meeting was given as required by law.

SECTION 5.

This Resolution shall be in full force and effect from and after its date of passage, and it is so resolved.

PASSED AND APPROVED THIS _____ DAY OF _____, 2025.

APPROVED:

Todd Flippo, Mayor

ATTEST:

Vicky Vega, City Secretary

TxDOT:				Federal Highway Administration:	
CCSJ #	0013-10-096	AFA ID	Z00011332	CFDA No.	20.205
AFA CSJs	0013-10-096			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	37250		
Project Name	BUS 287 at City of Saginaw Limits 25 GR			AFA Not Used For Research & Development	

STATE OF TEXAS §

COUNTY OF TRAVIS §

ADVANCE FUNDING AGREEMENT For Green Ribbon Project On-System

THIS AGREEMENT (Agreement) is made by and between the State of Texas, acting by and through the **Texas Department of Transportation** called the “State”, and the **City of Saginaw**, acting by and through its duly authorized officials, called the “Local Government”. The State and Local Government shall be collectively referred to as “the parties” hereinafter.

WITNESSETH

WHEREAS, federal law establishes federally funded programs for transportation improvements to implement its public purposes, and

WHEREAS, the Texas Transportation Code, Section 201.103 establishes that the State shall design, construct and operate a system of highways in cooperation with local governments, and Section 222.052 authorizes the Texas Transportation Commission to accept contributions from political subdivisions for development and construction of public roads and the state highway system within the political subdivision, and

WHEREAS, federal and state laws require local governments to meet certain contract standards relating to the management and administration of State and federal funds, and

WHEREAS, the Texas Transportation Commission has codified 43 TAC, Rules 15.50-15.56 that describe federal, state, and local responsibilities for cost participation in highway improvement and other transportation projects, and

WHEREAS, the Texas Transportation Commission passed Minute Order Number **116522** authorizing the State to undertake and complete a highway improvement or other transportation project generally described as **Landscape, Hardscape and Irrigation Improvements**. The portion of the project work covered by this Agreement is identified in the Agreement, Article 3, Scope of Work (Project), and

WHEREAS, the Governing Body of the Local Government has approved entering into this Agreement by resolution, ordinance, or commissioners court order dated _____, which is attached to and made a part of this Agreement as Attachment C, Resolution, Ordinance, or Commissioners Court Order (Attachment C). A map showing the Project location appears in Attachment A, Location Map Showing Project (Attachment A), which is attached to and made a part of this Agreement.

TxDOT:				Federal Highway Administration:	
CCSJ #	0013-10-096	AFA ID	Z00011332	CFDA No.	20.205
AFA CSJs	0013-10-096			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	37250		
Project Name	BUS 287 at City of Saginaw Limits 25 GR			<i>AFA Not Used For Research & Development</i>	

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties, to be by them respectively kept and performed as set forth in this Agreement, it is agreed as follows:

AGREEMENT

1. Responsible Parties:

For the Project covered by this Agreement, the parties shall be responsible for the following work as stated in the article of the Agreement referenced in the table below:

1.	Local Government*	Utilities	Article 8
2.	Local Government	Environmental Assessment and Mitigation	Article 9
3.	Local Government	Architectural and Engineering Services	Article 11
4.	State	Construction Responsibilities	Article 12
5.	Local Government*	Right of Way and Real Property	Article 14

An asterisk next to the party responsible for specific work in the above table indicates that the associated specific work is not anticipated as part of the Project and is therefore not included in the budget; however, the party indicated will be responsible for that specific work if that work is not the subject of another agreement and the State determines that the specific work has become necessary to successful completion of the Project.

2. Period of the Agreement

This Agreement becomes effective when signed by the last party whose signing makes the Agreement fully executed. This Agreement shall remain in effect until the Project is completed or unless terminated as provided below.

3. Scope of Work

The scope of work for the Project consists of **Landscape, hardscape, and permanent irrigation improvements on the North and South ROW limits of BUS 287 as shown on Attachment A.**

4. Project Sources and Uses of Funds

The total estimated cost of the Project is shown in Attachment B, Project Budget (Attachment B) which is attached to and made a part of this Agreement.

- A. If the Local Government will perform any work under this Agreement for which reimbursement will be provided by or through the State, the Local Government must complete training. If federal funds are being used, the training must be completed before federal spending authority is obligated. Training is complete when at least one individual who is working actively and directly on the Project successfully completes and receives a certificate for the course entitled "Local Government Project Procedures and Qualification for the Texas Department of

TxDOT:				Federal Highway Administration:	
CCSJ #	0013-10-096	AFA ID	Z00011332	CFDA No.	20.205
AFA CSJs	0013-10-096			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	37250		
Project Name	BUS 287 at City of Saginaw Limits 25 GR			AFA Not Used For Research & Development	

Transportation” and retains qualification in accordance with applicable TxDOT procedures. Upon request, the Local Government shall provide the certificate of qualification to the State. The individual who receives the training certificate may be an employee of the Local Government or an employee of a firm that has been contracted by the Local Government to perform oversight of the Project. The State in its discretion may deny reimbursement if the Local Government has not continuously designated in writing a qualified individual to work actively on or to directly oversee the Project.

- B. The expected cash contributions from the federal government, the State, the Local Government, or other parties are shown in Attachment B. The State will pay for only those Project costs that have been approved by the Texas Transportation Commission. For projects with federal funds, the State and the federal government will not reimburse the Local Government for any work performed before the federal spending authority is formally obligated to the Project by the Federal Highway Administration (FHWA). After federal funds have been obligated, the State will send to the Local Government a copy of the formal documentation showing the obligation of funds including federal award information. The Local Government is responsible for 100% of the cost of any work performed under its direction or control before the federal spending authority is formally obligated.
- C. Attachment B shows, by major cost categories, the cost estimates and the party responsible for performing the work for each category. These categories may include but are not limited to: (1) costs of real property; (2) costs of utility work; (3) costs of environmental assessment and remediation; (4) cost of preliminary engineering and design; (5) cost of construction and construction management; and (6) any other local project costs.
- D. The State will be responsible for securing the federal and State share of the funding required for the development and construction of the local Project. If the Local Government is due funds for expenses incurred, these funds will be reimbursed to the Local Government on a cost basis.
- E. The Local Government will be responsible for all non-federal or non-State participation costs associated with the Project, unless otherwise provided for in this Agreement or approved otherwise in an amendment to this Agreement. For items of work subject to specified percentage funding, the Local Government shall only in those instances be responsible for all Project costs that are greater than the maximum State and federal participation specified in Attachment B and for overruns in excess of the amount specified in Attachment B to be paid by the Local Government.
- F. The budget in Attachment B will clearly state all items subject to fixed price funding, specified percentage funding, and the periodic payment schedule, when periodic payments have been approved by the State.
- G. When the Local Government bears the responsibility for paying cost overruns, the Local Government shall make payment to the State within thirty (30) days from the receipt of the State’s written notification of additional funds being due.
- H. When fixed price funding is used, the Local Government is responsible for the fixed price amount specified in Attachment B. Fixed prices are not subject to

TxDOT:				Federal Highway Administration:	
CCSJ #	0013-10-096	AFA ID	Z00011332	CFDA No.	20.205
AFA CSJs	0013-10-096			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	37250		
Project Name	BUS 287 at City of Saginaw Limits 25 GR			AFA Not Used For Research & Development	

- adjustment unless (1) differing site conditions are encountered; (2) further definition of the Local Government's requested scope of work identifies greatly differing costs from those estimated; (3) work requested by the Local Government is determined to be ineligible for federal participation; or (4) the adjustment is mutually agreed to by the State and the Local Government.
- I. Prior to the performance of any engineering review work by the State, the Local Government will pay to the State the amount specified in Attachment B. At a minimum, this amount shall equal the Local Government's funding share for the estimated cost of preliminary engineering performed or reviewed by the State for the Project. At least sixty (60) days prior to the date set for receipt of the construction bids, the Local Government shall remit its remaining financial share for the State's estimated construction oversight and construction cost.
 - J. The State will not execute the contract for the construction of the Project until the required funding has been made available by the Local Government in accordance with this Agreement.
 - K. Whenever funds are paid by the Local Government to the State under this Agreement, the Local Government shall remit a check or warrant made payable to the "Texas Department of Transportation" or may use the State's Automated Clearing House (ACH) system for electronic transfer of funds in accordance with instructions provided by TxDOT's Finance Division. The funds shall be deposited and managed by the State and may only be applied by the State to the Project.
 - L. The State will not pay interest on any funds provided by the Local Government.
 - M. If a waiver for the collection of indirect costs for a service project has been granted under 43 TAC §15.56, the State will not charge the Local Government for the indirect costs the State incurs on the Project, unless this Agreement is terminated at the request of the Local Government prior to completion of the Project.
 - N. If the Local Government is an Economically Disadvantaged County (EDC) and if the State has approved adjustments to the standard financing arrangement, this Agreement reflects those adjustments.
 - O. Where the Local Government is authorized to perform services under this Agreement and be reimbursed by the State, the Local Government is authorized to submit requests for reimbursement by submitting the original of an itemized invoice, in a form and containing all items required by the State, no more frequently than monthly and no later than ninety (90) days after costs are incurred. If the Local Government submits invoices more than ninety (90) days after the costs are incurred and if federal funding is reduced as a result, the State shall have no responsibility to reimburse the Local Government for those costs.
 - P. Upon completion of the Project, the State will perform a final accounting of the Project costs for all items of work with specified percentage funding. Any funds due by the Local Government, the State, or the federal government for these work items will be promptly paid by the owing party.
 - Q. The state auditor may conduct an audit or investigation of any entity receiving funds from the State directly under this Agreement or indirectly through a subcontract under this Agreement. Acceptance of funds directly under this Agreement or indirectly through a subcontract under this Agreement acts as

TxDOT:				Federal Highway Administration:	
CCSJ #	0013-10-096	AFA ID	Z00011332	CFDA No.	20.205
AFA CSJs	0013-10-096			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	37250		
Project Name	BUS 287 at City of Saginaw Limits 25 GR			<i>AFA Not Used For Research & Development</i>	

acceptance of the authority of the state auditor, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds. An entity that is the subject of an audit or investigation must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit.

- R. Payment under this Agreement beyond the end of the current fiscal biennium is subject to availability of appropriated funds. If funds are not appropriated, this Agreement shall be terminated immediately with no liability to either party.

5. Termination of This Agreement

This Agreement shall remain in effect until the Project is completed and accepted by all parties, unless:

- A. The Agreement is terminated in writing with the mutual consent of the parties;
- B. The Agreement is terminated by one party because of a breach, in which case any costs incurred because of the breach shall be paid by the breaching party;
- C. The Local Government elects not to provide funding after the completion of preliminary engineering, specifications, and estimates (PS&E) and the Project does not proceed because of insufficient funds, in which case the Local Government agrees to reimburse the State for its reasonable actual costs incurred during the Project; or
- D. The Agreement is terminated by the State because the parties are not able to execute a mutually agreeable amendment when the costs for Local Government requested items increase significantly due to differing site conditions, determination that Local government requested work is ineligible for federal or state cost participation, or a more thorough definition of the Local Government's proposed work scope identifies greatly differing costs from those estimated. The State will reimburse Local Government remaining funds to the Local Government within ninety (90) days of termination; or
- E. The Project is inactive for thirty-six (36) consecutive months or longer and no expenditures have been charged against federal funds, in which case the State may in its discretion terminate this Agreement.

6. Amendments

Amendments to this Agreement due to changes in the character of the work, terms of the Agreement, or responsibilities of the parties relating to the Project may be enacted through a mutually agreed upon, written amendment.

7. Remedies

This Agreement shall not be considered as specifying the exclusive remedy for any agreement default, but all remedies existing at law and in equity may be availed of by either party to this Agreement and shall be cumulative.

8. Utilities

The party named in Article 1, Responsible Parties, under AGREEMENT shall be responsible for the adjustment, removal, or relocation of utility facilities in accordance with applicable state laws, regulations, rules, policies, and procedures, including any

TxDOT:				Federal Highway Administration:	
CCSJ #	0013-10-096	AFA ID	Z00011332	CFDA No.	20.205
AFA CSJs	0013-10-096			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	37250		
Project Name	BUS 287 at City of Saginaw Limits 25 GR			AFA Not Used For Research & Development	

cost to the State of a delay resulting from the Local Government's failure to ensure that utility facilities are adjusted, removed, or relocated before the scheduled beginning of construction. The Local Government will not be reimbursed with federal or State funds for the cost of required utility work. The Local Government must obtain advance approval for any variance from established procedures. Before a construction contract is let, the Local Government shall provide, at the State's request, a certification stating that the Local Government has completed the adjustment of all utilities that must be adjusted before construction is commenced.

9. Environmental Assessment and Mitigation

Development of a transportation project must comply with the National Environmental Policy Act and the National Historic Preservation Act of 1966, which require environmental clearance of federal-aid projects. The party named in Article 1, Responsible Parties, under AGREEMENT is responsible for the following:

- A. The identification and assessment of any environmental problems associated with the development of a local project governed by this Agreement.
- B. The cost of any environmental problem's mitigation and remediation.
- C. Providing any public meetings or public hearings required for the environmental assessment process. Public hearings will not be held prior to the approval of the Project schematic.
- D. The preparation of the NEPA documents required for the environmental clearance of this Project.

If the Local Government is responsible for the environmental assessment and mitigation, before the advertisement for bids, the Local Government shall provide to the State written documentation from the appropriate regulatory agency or agencies that all environmental clearances have been obtained.

10. Compliance with Accessibility Standards

All parties to this Agreement shall ensure that the plans for and the construction of all projects subject to this Agreement are in compliance with standards issued or approved by the Texas Department of Licensing and Regulation (TDLR) as meeting or consistent with minimum accessibility requirements of the Americans with Disabilities Act (P.L. 101-336) (ADA).

11. Architectural and Engineering Services

The party named in Article 1, Responsible Parties, under AGREEMENT has responsibility for the performance of architectural and engineering services. The engineering plans shall be developed in accordance with the applicable State's *Standard Specifications for Construction and Maintenance of Highways, Streets and Bridges* and the special specifications and special provisions related to it. For projects on the State highway system, the design shall, at a minimum conform to applicable State manuals. For projects not on the State highway system, the design shall, at a minimum, conform to applicable American Association of State Highway and Transportation Officials (AASHTO) design standards.

TxDOT:				Federal Highway Administration:	
CCSJ #	0013-10-096	AFA ID	Z00011332	CFDA No.	20.205
AFA CSJs	0013-10-096			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	37250		
Project Name	BUS 287 at City of Saginaw Limits 25 GR			AFA Not Used For Research & Development	

In procuring professional services, the parties to this Agreement must comply with federal requirements cited in 23 CFR Part 172 if the Project is federally funded and with Texas Government Code 2254, Subchapter A, in all cases. Professional contracts for federally funded projects must conform to federal requirements, specifically including the provision for participation by Disadvantaged Business Enterprises (DBEs), ADA, and environmental matters. If the Local Government is the responsible party, the Local Government shall submit its procurement selection process for prior approval by the State. All professional services contracts must be reviewed and approved by the State prior to execution by the Local Government.

12. Construction Responsibilities

The party named in Article 1, Responsible Parties, under AGREEMENT is responsible for the following:

- A. Advertise for construction bids, issue bid proposals, receive and tabulate the bids, and award and administer the contract for construction of the Project. Administration of the contract includes the responsibility for construction engineering and for issuance of any change orders, supplemental agreements, amendments, or additional work orders that may become necessary subsequent to the award of the construction contract. In order to ensure federal funding eligibility, projects must be authorized by the State prior to advertising for construction.
- B. If the State is the responsible party, the State will use its approved contract letting and award procedures to let and award the construction contract.
- C. If the Local Government is the responsible party, the Local Government shall submit its contract letting and award procedures to the State for review and approval prior to letting.
- D. If the Local Government is the responsible party, the State must concur with the low bidder selection before the Local Government can enter into a contract with the vendor.
- E. If the Local Government is the responsible party, the State must review and approve change orders.
- F. Upon completion of the Project, the party responsible for constructing the Project will issue and sign a "Notification of Completion" acknowledging the Project's construction completion and submit certification(s) sealed by a professional engineer(s) licensed in the State of Texas.
- G. For federally funded contracts, the parties to this Agreement will comply with federal construction requirements cited in 23 CFR Part 635 and with requirements cited in 23 CFR Part 633, and shall include the latest version of Form "FHWA-1273" in the contract bidding documents. If force account work will be performed, a finding of cost effectiveness shall be made in compliance with 23 CFR 635, Subpart B.

13. Project Maintenance

The Local Government shall be responsible for maintenance of locally owned roads and locally owned facilities after completion of the work. The State shall be responsible for maintenance of the State highway system after completion of the work if the work was

TxDOT:				Federal Highway Administration:	
CCSJ #	0013-10-096	AFA ID	Z00011332	CFDA No.	20.205
AFA CSJs	0013-10-096			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	37250		
Project Name	BUS 287 at City of Saginaw Limits 25 GR			AFA Not Used For Research & Development	

on the State highway system, unless otherwise provided for in existing maintenance agreements with the Local Government.

14. Right of Way and Real Property

The party named in Article 1, Responsible Parties, under AGREEMENT is responsible for the provision and acquisition of any needed right of way or real property.

The Local Government shall be responsible for the following:

- A. Right of way and real property acquisition shall be the responsibility of the Local Government. Title to right of way and other related real property must be acceptable to the State before funds may be expended for the improvement of the right of way or real property.
- B. If the Local Government is the owner of any part of the Project site under this Agreement, the Local Government shall permit the State or its authorized representative access to occupy the site to perform all activities required to execute the work.
- C. All parties to this Agreement will comply with and assume the costs for compliance with all the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, Title 42 U.S.C.A. Section 4601 et seq., including those provisions relating to incidental expenses incurred by the property owners in conveying the real property to the Local Government and benefits applicable to the relocation of any displaced person as defined in 49 CFR Section 24.2(g). Documentation to support such compliance must be maintained and made available to the State and its representatives for review and inspection.
- D. The Local Government shall assume all costs and perform necessary requirements to provide any necessary evidence of title or right of use in the name of the Local Government to the real property required for development of the Project. The evidence of title or rights shall be acceptable to the State, and be free and clear of all encroachments. The Local Government shall secure and provide easements and any needed rights of entry over any other land needed to develop the Project according to the approved Project plans. The Local Government shall be responsible for securing any additional real property required for completion of the Project.
- E. In the event real property is donated to the Local Government after the date of the State's authorization, the Local Government will provide all documentation to the State regarding fair market value of the acquired property. The State will review the Local Government's appraisal, determine the fair market value and credit that amount towards the Local Government's financial share. If donated property is to be used as a funding match, it may not be provided by the Local Government. The State will not reimburse the Local Government for any real property acquired before execution of this Agreement and the obligation of federal spending authority.
- F. The Local Government shall prepare real property maps, property descriptions, and other data as needed to properly describe the real property and submit them to the State for approval prior to the Local Government acquiring the real

TxDOT:				Federal Highway Administration:	
CCSJ #	0013-10-096	AFA ID	Z00011332	CFDA No.	20.205
AFA CSJs	0013-10-096			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	37250		
Project Name	BUS 287 at City of Saginaw Limits 25 GR			AFA Not Used For Research & Development	

property. Tracings of the maps shall be retained by the Local Government for a permanent record.

- G. The Local Government agrees to make a determination of property values for each real property parcel by methods acceptable to the State and to submit to the State a tabulation of the values so determined, signed by the appropriate Local Government representative. The tabulations shall list the parcel numbers, ownership, acreage and recommended compensation. Compensation shall be shown in the component parts of land acquired, itemization of improvements acquired, damages (if any) and the amounts by which the total compensation will be reduced if the owner retains improvements. This tabulation shall be accompanied by an explanation to support the determined values, together with a copy of information or reports used in calculating all determined values. Expenses incurred by the Local Government in performing this work may be eligible for reimbursement after the Local Government has received written authorization by the State to proceed with determination of real property values. The State will review the data submitted and may base its reimbursement for parcel acquisitions on these values.
- H. Reimbursement for real property costs will be made to the Local Government for real property purchased in an amount not to exceed eighty percent (80%) of the cost of the real property purchased in accordance with the terms and provisions of this Agreement. Reimbursement will be in an amount not to exceed eighty percent (80%) of the State's predetermined value of each parcel, or the net cost of the parcel, whichever is less. In addition, reimbursement will be made to the Local Government for necessary payments to appraisers, expenses incurred in order to assure good title, and costs associated with the relocation of displaced persons and personal property as well as incidental expenses.
- I. If the Project requires the use of real property to which the Local Government will not hold title, a separate agreement between the owners of the real property and the Local Government must be executed prior to execution of this Agreement. The separate agreement must establish that the Project will be dedicated for public use for a period of not less than 10 (ten) years after completion. The separate agreement must define the responsibilities of the parties as to the use of the real property and operation and maintenance of the Project after completion. The separate agreement must be approved by the State prior to its execution. A copy of the executed agreement shall be provided to the State.

15. Insurance

If this Agreement authorizes the Local Government or its contractor to perform any work on State right of way, before beginning work, the entity performing the work shall provide the State with a fully executed copy of the State's Form 1560 Certificate of Insurance verifying the existence of coverage in the amounts and types specified on the Certificate of Insurance for all persons and entities working on State right of way. This coverage shall be maintained until all work on the State right of way is complete. If coverage is not maintained, all work on State right of way shall cease immediately, and the State may recover damages and all costs of completing the work.

TxDOT:				Federal Highway Administration:	
CCSJ #	0013-10-096	AFA ID	Z00011332	CFDA No.	20.205
AFA CSJs	0013-10-096			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	37250		
Project Name	BUS 287 at City of Saginaw Limits 25 GR			AFA Not Used For Research & Development	

16. Notices

All notices to either party shall be delivered personally or sent by certified or U.S. mail, postage prepaid, addressed to that party at the following address:

Local Government:	State:
City of Saginaw ATTN: Mayor 333 West McLeroy Blvd Saginaw, TX, 76179	Texas Department of Transportation ATTN: Director of Contract Services 125 E. 11 th Street Austin, TX 78701

All notices shall be deemed given on the date delivered in person or deposited in the mail, unless otherwise provided by this Agreement. Either party may change the above address by sending written notice of the change to the other party. Either party may request in writing that notices shall be delivered personally or by certified U.S. mail, and that request shall be carried out by the other party.

17. Legal Construction

If one or more of the provisions contained in this Agreement shall for any reason be held invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions and this Agreement shall be construed as if it did not contain the invalid, illegal, or unenforceable provision.

18. Responsibilities of the Parties

The State and the Local Government agree that neither party is an agent, servant, or employee of the other party, and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

19. Ownership of Documents

Upon completion or termination of this Agreement, all documents prepared by the State shall remain the property of the State. All data and information prepared under this Agreement shall be made available to the State without restriction or limitation on their further use. All documents produced or approved or otherwise created by the Local Government shall be transmitted to the State, in the format directed by the State, on a monthly basis or as required by the State. The originals shall remain the property of the Local Government.

20. Compliance with Laws

The parties to this Agreement shall comply with all federal, state, and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any courts or administrative bodies or tribunals in any manner affecting the performance of this Agreement. When required, the Local Government shall furnish the State with satisfactory proof of this compliance.

TxDOT:				Federal Highway Administration:	
CCSJ #	0013-10-096	AFA ID	Z00011332	CFDA No.	20.205
AFA CSJs	0013-10-096			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	37250		
Project Name	BUS 287 at City of Saginaw Limits 25 GR			AFA Not Used For Research & Development	

21. Sole Agreement

This Agreement constitutes the sole and only agreement between the parties and supersedes any prior understandings or written or oral agreements respecting the Agreement's subject matter.

22. Cost Principles

In order to be reimbursed with federal funds, the parties shall comply with the cost principles established in 2 CFR 200 that specify that all reimbursed costs are allowable, reasonable, and allocable to the Project.

23. Procurement and Property Management Standards

The parties to this Agreement shall adhere to the procurement and property management standards established in 2 CFR 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and to the Texas Uniform Grant Management Standards. The State must pre-approve the Local Government's procurement procedures for purchases to be eligible for state or federal funds.

24. Inspection of Books and Records

The parties to this Agreement shall maintain all books, documents, papers, accounting records, and other documentation relating to costs incurred under this Agreement and shall make such materials available to the State, the Local Government, and, if federally funded, the FHWA and the U.S. Office of the Inspector General or their duly authorized representatives for review and inspection at its office during the Agreement period and for seven (7) years from the date of final reimbursement by FHWA under this Agreement or until any impending litigation or claims are resolved. Additionally, the State, the Local Government, and the FHWA and their duly authorized representatives shall have access to all the governmental records that are directly applicable to this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions.

25. Civil Rights Compliance

The parties to this Agreement are responsible for the following:

- A. Compliance with Regulations: Both parties will comply with the Acts and the Regulations relative to Nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (USDOT), the Federal Highway Administration (FHWA), as they may be amended from time to time, which are herein incorporated by reference and made part of this Agreement.
- B. Nondiscrimination: The Local Government, with regard to the work performed by it during the Agreement, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The Local Government will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the Agreement covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.

TxDOT:				Federal Highway Administration:	
CCSJ #	0013-10-096	AFA ID	Z00011332	CFDA No.	20.205
AFA CSJs	0013-10-096			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	37250		
Project Name	BUS 287 at City of Saginaw Limits 25 GR			AFA Not Used For Research & Development	

- C. Solicitations for Subcontracts, Including Procurement of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the Local Government for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier will be notified by the Local Government of the Local Government's obligations under this Agreement and the Acts and Regulations relative to Nondiscrimination on the grounds of race, color, or national origin.
- D. Information and Reports: The Local Government will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto, and will permit access to its books, records, accounts, other sources of information, and facilities as may be determined by the State or the FHWA to be pertinent to ascertain compliance with such Acts, Regulations or directives. Where any information required of the Local Government is in the exclusive possession of another who fails or refuses to furnish this information, the Local Government will so certify to the State or the FHWA, as appropriate, and will set forth what efforts it has made to obtain the information.
- E. Sanctions for Noncompliance: In the event of the Local Government's noncompliance with the Nondiscrimination provisions of this Agreement, the State will impose such contract sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
1. withholding of payments to the Local Government under the Agreement until the Local Government complies and/or
 2. cancelling, terminating, or suspending of the Agreement, in whole or in part.
- F. Incorporation of Provisions: The Local Government will include the provisions of paragraphs (A) through (F) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The Local Government will take such action with respect to any subcontract or procurement as the State or the FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Local Government becomes involved in, or is threatened with, litigation with a subcontractor or supplier because of such direction, the Local Government may request the State to enter into such litigation to protect the interests of the State. In addition, the Local Government may request the United States to enter into such litigation to protect the interests of the United States.

26. Pertinent Non-Discrimination Authorities

During the performance of this Agreement, each party, for itself, its assignees, and successors in interest agree to comply with the following nondiscrimination statutes and authorities; including but not limited to:

- A. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- B. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or

TxDOT:				Federal Highway Administration:	
CCSJ #	0013-10-096	AFA ID	Z00011332	CFDA No.	20.205
AFA CSJs	0013-10-096			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	37250		
Project Name	BUS 287 at City of Saginaw Limits 25 GR			AFA Not Used For Research & Development	

- whose property has been acquired because of federal or federal-aid programs and projects).
- C. Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), as amended, (prohibits discrimination on the basis of sex).
 - D. Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.) as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27.
 - E. The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age).
 - F. Airport and Airway Improvement Act of 1982, (49 U.S.C. Chapter 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex).
 - G. The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the federal-aid recipients, subrecipients and contractors, whether such programs or activities are federally funded or not).
 - H. Titles II and III of the Americans with Disabilities Act, which prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38.
 - I. The Federal Aviation Administration’s Nondiscrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex).
 - J. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations.
 - K. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, the parties must take reasonable steps to ensure that LEP persons have meaningful access to the programs (70 Fed. Reg. at 74087 to 74100).
 - L. Title IX of the Education Amendments of 1972, as amended, which prohibits the parties from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq.).

27. Disadvantaged Business Enterprise (DBE) Program Requirements

If federal funds are used:

- A. The parties shall comply with the Disadvantaged Business Enterprise Program requirements established in 49 CFR Part 26.

TxDOT:				Federal Highway Administration:	
CCSJ #	0013-10-096	AFA ID	Z00011332	CFDA No.	20.205
AFA CSJs	0013-10-096			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	37250		
Project Name	BUS 287 at City of Saginaw Limits 25 GR			AFA Not Used For Research & Development	

- B. The Local Government shall adopt, in its totality, the State's federally approved DBE program.
- C. The Local Government shall incorporate into its contracts with subproviders an appropriate DBE goal consistent with the State's DBE guidelines and in consideration of the local market, project size, and nature of the goods or services to be acquired. The Local Government shall submit its proposed scope of services and quantity estimates to the State to allow the State to establish a DBE goal for each Local Government contract with a subprovider. The Local Government shall be responsible for documenting its actions.
- D. The Local Government shall follow all other parts of the State's DBE program referenced in TxDOT Form 2395, Memorandum of Understanding Regarding the Adoption of the Texas Department of Transportation's Federally-Approved Disadvantaged Business Enterprise by Entity, and attachments found at web address http://ftp.dot.state.tx.us/pub/txdot-info/bop/dbe/mou/mou_attachments.pdf.
- E. The Local Government shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any U.S. Department of Transportation (DOT)-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The Local Government shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure non-discrimination in award and administration of DOT-assisted contracts. The State's DBE program, as required by 49 CFR Part 26 and as approved by DOT, is incorporated by reference in this Agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this Agreement. Upon notification to the Local Government of its failure to carry out its approved program, the State may impose sanctions as provided for under 49 CFR Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).
- F. Each contract the Local Government signs with a contractor (and each subcontract the prime contractor signs with a sub-contractor) must include the following assurance: *The contractor, sub-recipient, or sub-contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this Agreement, which may result in the termination of this Agreement or such other remedy as the recipient deems appropriate.*

28. Debarment Certifications

If federal funds are used, the parties are prohibited from making any award at any tier to any party that is debarred or suspended or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549, "Debarment and Suspension." By executing this Agreement, the Local Government certifies that it and its principals are not currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549

TxDOT:				Federal Highway Administration:	
CCSJ #	0013-10-096	AFA ID	Z00011332	CFDA No.	20.205
AFA CSJs	0013-10-096			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	37250		
Project Name	BUS 287 at City of Saginaw Limits 25 GR			AFA Not Used For Research & Development	

and further certifies that it will not do business with any party, to include principals, that is currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549. The parties to this Agreement shall require any party to a subcontract or purchase order awarded under this Agreement to certify its eligibility to receive federal funds and, when requested by the State, to furnish a copy of the certification.

If state funds are used, the parties are prohibited from making any award to any party that is debarred under the Texas Administrative Code, Title 34, Part 1, Chapter 20, Subchapter G, Rule §20.585 and the Texas Administrative Code, Title 43, Part 1, Chapter 9, Subchapter G.

29. Lobbying Certification

If federal funds are used, in executing this Agreement, each signatory certifies to the best of that signatory's knowledge and belief, that:

- A. No federal appropriated funds have been paid or will be paid by or on behalf of the parties to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with federal contracts, grants, loans, or cooperative agreements, the signatory for the Local Government shall complete and submit the Federal Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- C. The parties shall require that the language of this certification shall be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and all sub-recipients shall certify and disclose accordingly. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Title 31 U.S.C. §1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

30. Federal Funding Accountability and Transparency Act Requirements

If federal funds are used, the following requirements apply:

- A. Any recipient of funds under this Agreement agrees to comply with the Federal Funding Accountability and Transparency Act (FFATA) and implementing regulations at 2 CFR Part 170, including Appendix A. This Agreement is subject to the following award terms: <http://www.gpo.gov/fdsys/pkg/FR-2010-09->

TxDOT:				Federal Highway Administration:	
CCSJ #	0013-10-096	AFA ID	Z00011332	CFDA No.	20.205
AFA CSJs	0013-10-096			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	37250		
Project Name	BUS 287 at City of Saginaw Limits 25 GR			AFA Not Used For Research & Development	

[14/pdf/2010-22705.pdf](http://www.txdot.gov/doing-business-with-us/procurement/2010-2013/2010-22705.pdf) and <http://www.gpo.gov/fdsys/pkg/FR-2010-09-14/pdf/2010-22706.pdf>.

- B. The Local Government agrees that it shall:
1. Obtain and provide to the State a System for Award Management (SAM) number (Federal Acquisition Regulation, Part 4, Sub-part 4.11) if this award provides more than \$25,000 in federal funding. The SAM number may be obtained by visiting the SAM website whose address is:
<https://www.sam.gov/portal/public/SAM/>
 2. Obtain and provide to the State a Data Universal Numbering System (DUNS) number, a unique nine-character number that allows federal government to track the distribution of federal money. The DUNS may be requested free of charge for all businesses and entities required to do so by visiting the Dun & Bradstreet (D&B) on-line registration website <http://fedgov.dnb.com/webform>; and
 3. Report the total compensation and names of its top five executives to the State if:
 - i. More than 80% of annual gross revenues are from the federal government, and those revenues are greater than \$25,000,000; and
 - ii. The compensation information is not already available through reporting to the U.S. Securities and Exchange Commission.

31. Single Audit Report

If federal funds are used:

- A. The parties shall comply with the single audit report requirements stipulated in 2 CFR 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
- B. If threshold expenditures of \$750,000 or more are met during the fiscal year, the Local Government must submit a Single Audit Report and Management Letter (if applicable) to TxDOT's Compliance Division, 125 East 11th Street, Austin, TX 78701 or contact TxDOT's Compliance Division by email at singleaudits@txdot.gov.
- C. If expenditures are less than the threshold during the Local Government's fiscal year, the Local Government must submit a statement to TxDOT's Compliance Division as follows: "We did not meet the \$_____ expenditure threshold and therefore, are not required to have a single audit performed for FY _____."
- D. For each year the Project remains open for federal funding expenditures, the Local Government will be responsible for filing a report or statement as described above. The required annual filing shall extend throughout the life of the Agreement, unless otherwise amended or the Project has been formally closed out and no charges have been incurred within the current fiscal year.

TxDOT:				Federal Highway Administration:	
CCSJ #	0013-10-096	AFA ID	Z00011332	CFDA No.	20.205
AFA CSJs	0013-10-096			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	37250		
Project Name	BUS 287 at City of Saginaw Limits 25 GR			<i>AFA Not Used For Research & Development</i>	

32. Signatory Warranty

Each signatory warrants that the signatory has necessary authority to execute this Agreement on behalf of the entity represented.

Each party is signing this Agreement on the date stated under that party's signature.

THE STATE OF TEXAS

THE LOCAL GOVERNMENT

Signature

Signature

Typed or Printed Name

Typed or Printed Name

Typed or Printed Title

Typed or Printed Title

Date

Date

TxDOT:				Federal Highway Administration:	
CCSJ #	0013-10-096	AFA ID	Z00011332	CFDA No.	20.205
AFA CSJs	0013-10-096			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	37250		
Project Name	BUS 287 at City of Saginaw Limits 25 GR			AFA Not Used For Research & Development	

ATTACHMENT A LOCATION MAP SHOWING PROJECT



TxDOT:				Federal Highway Administration:	
CCSJ #	0013-10-096	AFA ID	Z00011332	CFDA No.	20.205
AFA CSJs	0013-10-096			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	37250		
Project Name	BUS 287 at City of Saginaw Limits 25 GR			AFA Not Used For Research & Development	

ATTACHMENT B PROJECT BUDGET

Costs will be allocated based on 80% Federal funding and 20% State funding until the federal/state funding reaches the maximum obligated amount. The Local Government will then be responsible for 100% of the costs.

Description	Total Estimated Cost	Federal Participation		State Participation		Local Participation	
		%	Cost	%	Cost	%	Cost
Environmental (by Local Government)	\$7,500	0%	\$0	0%	\$0	100%	\$7,500
Engineering (by Local Government)	\$70,500	0%	\$0	0%	\$0	100%	\$70,500
Construction (by State)	\$849,130	80%	\$679,304	20%	\$169,826	0%	\$0
Subtotal	\$927,130		\$679,304		\$169,826		\$78,000
Environmental Direct State Costs	\$3,119	0%	\$0	100%	\$3,119	0%	\$0
Right of Way Direct State Costs	\$1	0%	\$0	100%	\$1	0%	\$0
Engineering Direct State Costs	\$3,119	0%	\$0	100%	\$3,119	0%	\$0
Utility Direct State Costs	\$1	0%	\$0	100%	\$1	0%	\$0
Construction Direct State Costs	\$59,354	0%	\$0	100%	\$59,354	0%	\$0
Indirect State Costs	\$49,045	0%	\$0	100%	\$49,045	0%	\$0
TOTAL	\$1,041,769		\$679,304		\$284,465		\$78,000

Initial payment by the Local Government to the State: \$0.00

Payment by the Local Government to the State before construction: \$0.00

Estimated total payment by the Local Government to the State \$0.00

This is an estimate. The final amount of Local Government participation will be based on actual costs.

TxDOT:				Federal Highway Administration:	
CCSJ #	0013-10-096	AFA ID	Z00011332	CFDA No.	20.205
AFA CSJs	0013-10-096			CFDA Title	Highway Planning and Construction
District #	02	Code Chart 64#	37250		
Project Name	BUS 287 at City of Saginaw Limits 25 GR			<i>AFA Not Used For Research & Development</i>	

ATTACHMENT C
RESOLUTION, ORDINANCE, OR COMMISSIONERS COURT ORDER



City Council Memorandum

D. Action Regarding Approval of Individual Project Order (IPO) Saginaw Drainage System No. 3--Randy Newsom, Director of Public Works

Meeting	Agenda Group
Tuesday, April 1, 2025, 6:00 PM	Consent Agenda Item: 2D.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

Kimley-Horn and Associates, Inc. (the Consultant), and the City of Saginaw, Texas (the Client) in accordance with the terms of the Master Agreement for Continuing Professional Services dated April 17, 2012, which is incorporated herein by reference.

Project: Saginaw System No. 3 Conceptual Evaluation (2025)

The Consultant will preform an evaluation to determine a conceptual plan to reduce the flooding occurring at the properties along Saginaw Boulevard from McLeroy Boulevard to Longhorn Road (known as the project limits). The intent of this project is to provide the Client with a conceptual level plan that can be used to understand necessary improvements required to reducing flooding in the project limits. This project also includes coordination with adjacent property owners, projects and agencies such as TxDOT, U.S. National Guard, and Union Pacific Railroad.

Task 1 – Conceptual Evaluation

A. Project Management:

- Perform general project management related tasks such as routine communication with the Client, quality control efforts, internal team meetings, project invoicing, and project planning efforts.
- Conduct one (1) site visit to observe pre-construction conditions, review topographic features performed in previous evaluation efforts and those outlined in Task 3, B.

B. Conceptual Improvement Evaluation:

- Obtain record drawings for existing infrastructure located within the limits of the project area.
- Evaluate existing drainage patterns by delineating existing condition drainage areas for storm infrastructure within the limits of the project area.
- Prepare two (2) conceptual options to reduce flooding depths in the project area.
 - o Locate areas of increased risk/difficulty.
 - o Prepare conceptual schematic for one final concept plan to layout proposed improvements.
- Prepare phasing plan for one final concept plan.
- An OPCC will be prepared for the Final Concept Plan and Phasing Plan mentioned above. The Consultant has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Consultant at this time and represent only the Consultant's judgment as a design professional familiar with the construction industry. The Consultant cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

Task 2 – Agency Coordination

- Prepare for, attend, and conduct up to two (2) project meetings with the Client to discuss the conceptual improvement options and phasing plan.
- Prepare for, attend and present at one (1) City council meeting to discuss the scope and design elements of the project.
- Coordinate, prepare, attend and conduct up to four (4) meetings with adjacent property owners, projects and/or agencies such as TxDOT, US National Guard and Union Pacific Railroad.

Task 3 – Topographic Survey and Right-of-Way Research: The Consultant will utilize topographic survey and Right-of-Way research performed for the project site from previous evaluation efforts. Additional topographic survey required will be performed on an as-needed basis. Potential sub-tasks included in this scope are as follows:

- A. Gather existing plat information.
- B. Collect property owner and record information.
- C. Gather existing right-of-way and easement information. Identify easements available through typical research methodologies (i.e. plats, court house filings, etc.). Undocumented easements may not be identified.
- D. Coordinate with Texas 811 to locate and mark existing franchise and public utilities prior to performing the field survey.
- E. Establish horizontal control points.
- F. Establish a vertical control benchmark circuit, as needed, throughout the project.
- G. Set horizontal and vertical control points based on NAD 83 and NAVD 88.
- H. Perform a survey to identify and locate existing topographic elements within the roadway corridor consisting of:

- Property corner monumentation
- Existing pavement, curbs, sidewalks, barrier free ramps, etc.
- Driveways
- Existing storm drain inlets, manholes, junction boxes (including culvert sizes and invert elevations)
- Outfalls and erosion control
- Existing driveway culverts and swales
- Utility manholes, vaults, water valves, water meters, sprinkler heads, telephone poles, power poles, utility markers, other public utilities, and franchise utilities
- Signs (excluding temporary signs)
- Parking lots
- Retaining walls
- Trees and Landscaping
- Fence limits and material types (excluding temporary fences)

Prepare a final topographic drawing in digital format (including contours and breaklines) showing the features located in the field and an ASCII coordinate file of the points located in the field.

FINANCIAL IMPACT:

Services:

Task 1 Conceptual Evaluation \$50,000

Task 2 Agency Coordination \$10,000

Task 3 Topographic Survey and ROW Research \$15,000

Total Budgetary Fee: \$ 75,000 (Funds approved in the budget FY2024-25, capital outlay account # 14-7000-00-00)

RECOMMENDATION:

Staff Recommends Approval

Attachments

[IPO_Saginaw System No3.pdf](#)

INDIVIDUAL PROJECT ORDER NUMBER – **Saginaw System No. 3 Conceptual Evaluation (2025)**

Describing a specific agreement between Kimley-Horn and Associates, Inc. (the Consultant), and the City of Saginaw, Texas (the Client) in accordance with the terms of the Master Agreement for Continuing Professional Services dated April 17, 2012, which is incorporated herein by reference.

Identification of Project: **Saginaw System No. 3 Conceptual Evaluation (2025)**

Project Understanding:

The Consultant will preform an evaluation to determine a conceptual plan to reduce the flooding occurring at the properties along Saginaw Boulevard from McLeroy Boulevard to Longhorn Road (known as the project limits). The intent of this project is to provide the Client with a conceptual level plan that can be used to understand necessary improvements required to reducing flooding in the project limits. This project also includes coordination with adjacent property owners, projects and agencies such as TxDOT, U.S. National Guard, and Union Pacific Railroad.

Specific Scope of Basic Services:

Task 1 – Conceptual Evaluation (Lump Sum)

As part of this task, the following subtasks will be performed:

A. Project Management:

- Perform general project management related tasks such as routine communication with the Client, quality control efforts, internal team meetings, project invoicing, and project planning efforts.
- Conduct one (1) site visit to observe pre-construction conditions, review topographic features performed in previous evaluation efforts and those outlined in Task 3, and to review the design performed as part of this task.

B. Conceptual Improvement Evaluation:

- Obtain record drawings for existing infrastructure located within the limits of the project area.
- Evaluate existing drainage patterns by delineating existing condition drainage areas for storm infrastructure within the limits of the project area.
- Prepare two (2) conceptual options to reduce flooding depths in the project area.
 - Locate areas of increased risk/difficulty.
 - Prepare conceptual schematic for one final concept plan to layout proposed improvements.
- Prepare phasing plan for one final concept plan.
- An OPCC will be prepared for the Final Concept Plan and Phasing Plan mentioned above. The Consultant has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Consultant at this time and represent only the Consultant's judgment as a design professional familiar with the construction industry. The Consultant cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

Task 2 – Agency Coordination (Hourly)

As part of this task, the following subtasks will be performed:

- Prepare for, attend, and conduct up to two (2) project meetings with the Client to discuss the conceptual improvement options and phasing plan.
- Prepare for, attend and present at one (1) City council meeting to discuss the scope and design elements of the project.
- Coordinate, prepare, attend and conduct up to four (4) meetings with adjacent property owners, projects and/or agencies such as TxDOT, U.S. National Guard and Union Pacific Railroad.

Task 3 – Topographic Survey and Right-of-Way Research (Reimbursable)

The Consultant will utilize topographic survey and Right-of-Way research performed for the project site from previous evaluation efforts. Additional topographic survey required will be performed on an as-needed basis. Potential subtasks included in this scope are as follows:

- A. Gather existing plat information.
- B. Collect property owner and record information.
- C. Gather existing right-of-way and easement information. Identify easements available through typical research methodologies (i.e. plats, court house filings, etc.). Undocumented easements may not be identified.
- D. Coordinate with Texas 811 to locate and mark existing franchise and public utilities prior to performing the field survey.
- E. Establish horizontal control points.
- F. Establish a vertical control benchmark circuit, as needed, throughout the project.
- G. Set horizontal and vertical control points based on NAD 83 and NAVD 88.
- H. Perform a survey to identify and locate existing topographic elements within the roadway corridor consisting of:
 - Property corner monumentation
 - Existing pavement, curbs, sidewalks, barrier free ramps, etc.
 - Driveways
 - Existing storm drain inlets, manholes, junction boxes (including culvert sizes and invert elevations)
 - Outfalls and erosion control
 - Existing driveway culverts and swales
 - Utility manholes, vaults, water valves, water meters, sprinkler heads, telephone poles, power poles, utility markers, other public utilities, and franchise utilities
 - Signs (excluding temporary signs)
 - Parking lots
 - Retaining walls
 - Trees and Landscaping
 - Fence limits and material types (excluding temporary fences)
- I. Prepare a final topographic drawing in digital format (including contours and breaklines) showing the features located in the field and an ASCII coordinate file of the points located in the field.

Additional Services (as required and authorized):

Any services not specifically provided for in the above scope will be billed as additional services and performed at our then current hourly rates. Additional services we can provide include, but are not limited to, the following:

- Additional project meetings
- Level B and Level A SUE (All SUE, right)
- Traffic Counts and analysis
- Proposed hydrologic/hydraulic modelling
- Final design services (any 'design' or preparation of construction plans)

Schedule:

Work will begin upon receipt of Notice to Proceed from the Client and will be completed in a mutually agreed upon schedule.

Terms of compensation:

Kimley-Horn will perform the services in Task 1 for the total lump sum fee below. Individual task amounts are informational only. All permitting, application, and similar project fees will be paid directly by the Client.

Basic Services:

Task 1 Conceptual Evaluation	\$ 50,000
Total for Basic Services:	\$ 50,000

Lump sum fees will be invoiced monthly based upon the overall percentage of services performed.

Kimley-Horn will perform the Services in Tasks 2 – 3 on a labor fee plus expense basis upon authorization from the Client. Labor fee will be billed on an hourly basis according to our then-current rates.

Reimbursable Services (Hourly) (Upon Authorization):

Task 2 Agency Coordination	\$ 10,000
Task 3 Topographic Survey and ROW Research	\$ 15,000
Total for Reimbursable Services:	\$ 25,000

Total Budgetary Fee: \$ 75,000

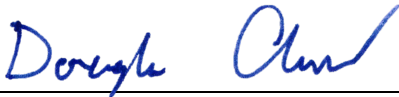
Direct reimbursable expenses such as express delivery services, fees, travel, and other direct expenses will be billed at 1.15 times cost. A percentage of labor fee will be added to each invoice to cover certain other expenses such as telecommunications, in-house reproduction, postage, supplies, project related computer time, and local mileage. Administrative time related to the project will be billed hourly. All permitting, application, and similar project fees will be paid directly by the Client.

ACCEPTED:

CITY OF SAGINAW, TEXAS

KIMLEY-HORN AND ASSOCIATES, INC.

BY: _____
Todd Flippo
Mayor

BY:  _____
Douglas Arnold, P.E.
Assistant Secretary

DATE: _____

DATE: February 4, 2025

Kimley-Horn and Associates, Inc.

Hourly Labor Rate Schedule

Classification	<i>Rate</i>
Analyst	\$165 - \$250
Professional	\$235 - \$300
Senior Professional I	\$260 - \$360
Senior Professional II	\$345 - \$380
Senior Technical Support	\$160 - \$285
Support Staff	\$110 - \$150
Technical Support	\$125 - \$155

Effective through June 30, 2025

Subject to adjustment thereafter

Internal Reimbursable Expenses will be charged at 5% of Labor Billings

External Reimbursable Expenses will be charged at 15% mark-up, or per the Contract

Sub-Consultants will be billed per the Contract



A. Recognition of the Saginaw 4H Club--Cindy Rodriguez, Club Manager

Meeting	Agenda Group
Tuesday, April 1, 2025, 6:00 PM	Proclamations-Presentations Item: 3A.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

The City of Saginaw would like to recognize, the Saginaw 4-H Club and the Eagle Mountain Saginaw FFA for their hard work and successful showing at the Tarrant County Junior Livestock Show and Exhibition.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

N/A



City Council Memorandum

A. PUBLIC HEARING - Consideration and Action Regarding Resolution No. 2025-05, Adoption of Mid-Year Budget Revisions for Fiscal Year 2024-2025--Kim Quin, Finance Director

Meeting	Agenda Group
Tuesday, April 1, 2025, 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, 2024 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 each of these items.

RECOMMENDATION:

Staff recommends approval of Resolution No. 2025-05 adopting the mid-year budget revisions.

Attachments

[2025 Resolution Revised Budget-Mid Year.pdf](#)

[2025 Mid-Year Budget Amendments.pdf](#)

**CITY OF SAGINAW
RESOLUTION NO. 2025-05**

**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, 2024 AND
ENDING SEPTEMBER 30, 2025**

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, 2024 and ending September 30, 2025; 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, 2024 and ending September 30, 2025.

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 1st day of April, 2025.

APPROVED:

Todd Flippo, Mayor

ATTEST:

Vicky Vega, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Bryn Meredith, City Attorney

MEMORANDUM

DATE: March 12, 2025
TO: Gabe Reaume, City Manager
FROM: Kim Quin, Finance Director
RE: 2024-2025 Mid-year Budget Adjustments

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

General Fund –

- A \$23,600 increase for Tarrant County Emergency District revenue for Fire Department calls approved by the City Council on February 4, 2025.
- Carry forward \$21,185 balance of funding for Aquatic Center repairs not posted by last fiscal year end.
- Funding for City Secretary contract services of \$46,200 approved by the City Council on February 4, 2025.
- Carry forward \$22,625 for final payment of PD roof replacement contractor and \$367,460 for repurpose design for the Keeter Building; both ARPA funded projects.
- ARPA funding for \$78,000 for Green Ribbon Grant Phase 4 matching requirement, \$40,000 for roadway striping, and \$171,140 for Keeter Building roof replacement. All approved by the City Council on December 3, 2024.
- ARPA funding \$37,930 approved for Softball Complex repairs and account reclassification approved by the City Council on October 15, 2024.
- Line item increases for insurance expense \$57,095 in FY24/25.

Additional revenues total \$740,755. The use of General Fund balance is \$62,950. The projects being carried forward from last fiscal year total \$411,270. 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 \$803,705.

Debt Service Fund –

- Additional funding of \$18,730 for arbitrage calculation expense.

The use of Debt Service Fund balance is \$18,730.

Enterprise Fund –

- Line item increases for insurance expense \$6,210 in FY24/25.
- Carry forward \$67,000 for continuation of the W McLeroy 12” water line Phase 2 design which is partially impact fee funded.
- Carry forward \$56,500 for the continuation of Fairmount Sewer Rehab Phase 2 design which is partially ARPA grant funded.

Budget adjustments will reduce the Enterprise Fund balance by \$37,210. 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 –

- Revised interest earnings estimates total \$286,475.
- Projects carried forward with funding from the 2020 Certificates of Obligation: \$487,695 for Old Decatur Road North, \$47,000 for fire engine loose equipment, \$12,400 for CDBG 50th year sidewalk improvements, and \$130,350 for Blue Mound/Industrial intersection improvements.
- Projects carried forward with funding provided from the 2021 General Obligation Bond proceeds: \$304,805 for Knowles Drive Phases 2 & 3.
- Carry forward \$16,768,105 for 2022 General Obligation Bond proceeds for the Library/Senior Center project.
- ARPA funding of \$2,421,725 for the Library/Senior Center project.
- Carry forward projects from 2023 General Obligation Bond proceeds: \$2,159,505 for Park Improvement projects, and \$7,641,530 for Knowles Drive Phases 2 & 3.
- Carry forward funding of \$1,603,500 for design of West McLeroy Ph3 and East McLeroy 2A
- Budget the estimated reimbursement of \$408,740 from Tarrant County for the Knowles Ph 2 & 3 project approved by the City Council on November, 4 2024.

The net result of these budget adjustments will be an estimated \$28,459,675 use of fund balance, grant proceeds, and bond proceeds issued in previous years.

Crime Control and Prevention District Fund –

- Additional Bullet Resistant Vest grant \$4,720 funding is budgeted.
- Funding of \$13,345 for ticket writer software is provided from court technology fees from the General Escrow Fund.
- Additional funding \$40,000 is provided for covered parking at the Police Station approved by the City Council on February 18, 2025.
- Funding of \$107,820 is carried forward for equipment to be purchased for vehicles purchased in the prior year.

The net use of CCPD Fund balance is \$129,755. The budget adjustment will provide funding for these items in the current fiscal year.

Police Expendable Trust Fund –

- Additional revenues of \$24,000 are estimated for interest earnings and confiscated property collections.

The addition to Police Expendable Trust Fund balance is \$24,000.

Drainage Utility Fund –

- Funding of \$32,760 for the Highland Station Park pedestrian bridge is being carried forward for project completion.

The use of Drainage Utility Fund balance is \$32,760.

Donations Fund –

- Funding of \$24,000 parks donations for the Holiday drone show approved by the City Council on October 1, 2024.
- Funding of \$10,000 parks donations for holiday event activities approved by the City Council on November 19, 2024.
- Funding of \$25,000 parks donations for the fireworks display approved by City Council February 18, 2025.
- Carry forward funding of \$86,835 for sculpture, bench, conference table, and RFDI tag system from Library donations.
- Funding of \$2,165 Senior Center donations for the holiday dinner.

The use of Donations fund balance is \$148,000. The budget modifications will provide funding for these projects in the current fiscal year.

General Escrow Fund –

- Revised estimates for court technology fees \$12,045 and court security fees \$15,430.
- Transfer funding \$13,345 for ticket writer software to the CCPD Fund.
- Additional funding \$3,500 for new ticket writer equipment.

There is an estimated \$23,975 net increase to General Escrow Fund balance.

Enterprise Escrow Fund –

- Water impact fees funding \$61,000 is carried forward for continuation of the West McLeroy 12” waterline project.

The use of Enterprise Escrow Fund balance is \$61,000. The budget modification will provide funding for the project in the current fiscal year.

Beltmill Public Improvement District Fund –

- Revenue line items for Public Improvement District assessments are being reclassified.

There is no budgeted change to the Beltmill Public Improvement District fund balance.

MID-YEAR BUDGET ADJUSTMENTS

FY 2024-2025

<u>ACCOUNT DESCRIPTION</u>	<u>ACCT NUMBER</u>	<u>DEPARTMENT</u>	<u>REVENUES</u>	<u>EXPENSES</u>	<u>COMMENTS</u>
General Fund					
County Fire Run Aid	01-3820-00-00		\$ 23,600.00		Additional TC ESD funding
Capital Outlay/Special Requests	01-7000-08-00	Recreation		\$ 21,185.00	Carry forward Aquatic Center repair funding
Contract Services	01-6650-02-00	Admin		\$ 46,200.00	City Secretary services March-Sept approved 2/4/25
ARPA Grant	01-3841-00-00		\$ 390,085.00		ARPA funding for PD roof and Keeter repurpose design
Special Requests ARPA	01-7600-02-00	Admin		\$ 367,460.00	Carry forward balance of Keeter repurpose design
Special Requests ARPA	01-7600-05-00	Police		\$ 22,625.00	Carry forward final PD roof payment
ARPA Grant	01-3841-00-00		\$ 289,140.00		ARPA funding for GR match, striping, roof
Special Requests ARPA	01-7600-06-00	Public Serv		\$ 78,000.00	Green Ribbon Grant match engr serv approved 12/3/24
Special Requests ARPA	01-7600-06-00	Public Serv		\$ 40,000.00	Roadway Striping approved 12/3/24
Special Requests ARPA	01-7600-06-00	Public Serv		\$ 171,140.00	Keeter Library roof replacement approved 12/3/24
Capital Outlay/Special Request	01-7000-07-00	Parks		\$ (37,930.00)	Softball Complex Fence repairs - reclassify
Special Requests ARPA	01-7600-07-00	Parks		\$ 37,930.00	Softball Complex Fence repairs approved 10/15/24
ARPA Grant	01-3841-00-00		\$ 37,930.00		ARPA funding for Softball Complex repairs
Aquatic Supplies & Equipment	01-5233-08-00			\$ (14,000.00)	reclassify pool chemicals budget
Supplies - Pool Chemicals	01-4751-08-00			\$ 14,000.00	reclassify pool chemicals budget
Insurance-Workers Compensation	01-4190-02-00	Admin		\$ 285.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-03-00	Court		\$ 25.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-04-00	Fire		\$ 10,085.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-05-00	Police		\$ 10,780.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-06-00	Public Serv		\$ 3,170.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-07-00	Parks		\$ 230.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-08-00	Recreation		\$ 1,660.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-09-00	Library		\$ 175.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-10-00	Insp/Code		\$ 310.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-11-00	Animal Serv		\$ 1,365.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-12-00	Fleet Maint		\$ 425.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-14-00	IT		\$ 45.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-15-00	Emergency Mgt		\$ 25.00	Increased insurance expense
Insurance-Workers Compensation	01-4190-16-00	Communications		\$ 20.00	Increased insurance expense
Public Official Liability	01-6562-02-00	Admin		\$ (35.00)	Increased insurance expense
Police Liability	01-6550-05-00	Police		\$ (125.00)	Decreased insurance expense
Insurance-Gen Liability/Property	01-6500-02-00	Admin		\$ 1,485.00	Increased insurance expense
Insurance-Gen Liability/Property	01-6500-03-00	Court		\$ 375.00	Increased insurance expense
Insurance-Gen Liability/Property	01-6500-04-00	Fire		\$ 7,115.00	Increased insurance expense
Insurance-Gen Liability/Property	01-6500-05-00	Police		\$ 10,865.00	Increased insurance expense
Insurance-Gen Liability/Property	01-6500-06-00	Public Serv		\$ 2,035.00	Increased insurance expense
Insurance-Gen Liability/Property	01-6500-07-00	Parks		\$ 850.00	Increased insurance expense
Insurance-Gen Liability/Property	01-6500-08-00	Recreation		\$ 925.00	Increased insurance expense
Insurance-Gen Liability/Property	01-6500-09-00	Library		\$ 1,110.00	Increased insurance expense
Insurance-Gen Liability/Property	01-6500-10-00	Insp/Code		\$ 1,850.00	Increased insurance expense
Insurance-Gen Liability/Property	01-6500-11-00	Animal Serv		\$ 925.00	Increased insurance expense
Insurance-Gen Liability/Property	01-6500-12-00	Fleet Maint		\$ 375.00	Increased insurance expense
Insurance-Gen Liability/Property	01-6500-14-00	IT		\$ 375.00	Increased insurance expense
Insurance-Gen Liability/Property	01-6500-15-00	Emerg Mgt		\$ 185.00	Increased insurance expense
Insurance-Gen Liability/Property	01-6500-16-00	Communications		\$ 185.00	Increased insurance expense
USE OF FUND BALANCE			\$ 62,950.00		
GENERAL FUND TOTAL			\$ 803,705.00	\$ 803,705.00	

MID-YEAR BUDGET ADJUSTMENTS

FY 2024-2025

ACCOUNT DESCRIPTION	ACCT NUMBER	DEPARTMENT	REVENUES	EXPENSES	COMMENTS
<u>Debt Service Fund</u>					
Arbitrage Expenses	04-5500-00-00			\$ 18,730.00	additional funding for arbitrage calculation
USE OF FUND BALANCE			\$ 18,730.00		
DRAINAGE UTILITY FUND TOTAL			\$ 18,730.00	\$ 18,730.00	
<u>Enterprise Fund</u>					
Insurance-Workers Compensation	05-4190-50-00	W/WW		\$ 2,505.00	Increased insurance expense
Insurance-Gen Liability/Property	05-6500-50-00	W/WW		\$ 3,705.00	Increased insurance expense
Tsf from EF Escrow	05-9125-00-00		\$ 61,000.00		Impact fee funding for W McLeroy waterline
ARPA Grant	05-3841-00-00		\$ 31,500.00		ARPA funding for Fairmount Sewer rehab design
W McLeroy 12" WL Ph2	05-7033-55-00	W/WW project		\$ 67,000.00	Project carried forward
Fairmount Sewer Rehab	05-7031-55-00	W/WW project		\$ 56,500.00	Project carried forward
USE OF FUND BALANCE			\$ 37,210.00		
ENTERPRISE FUND TOTAL			\$ 129,710.00	\$ 129,710.00	
<u>Capital Projects Fund</u>					
Interest Earnings	06-3969-00-00		\$ 29,360.00		Revised interest earnings estimate TC funds
Interest Earnings	06-3977-00-00		\$ 6,000.00		Revised interest earnings estimate 2021 GO balance
Interest Earnings	06-3978-00-00		\$ 145,405.00		Revised interest earnings estimate 2022 GO balance
Interest Earnings	06-3979-00-00		\$ 105,710.00		Revised interest earnings estimate 2023 GO balance
ODR North	06-1502-20-00			\$ 487,695.00	Project carried forward
Knowles Drive	06-1507-21-00			\$ 304,805.00	Project carried forward
Knowles Drive	06-1507-23-00			\$ 7,641,530.00	Project carried forward
Fire Station/Fire Engine	06-1509-20-00			\$ 47,000.00	Project carried forward funding for loose equipment
Sidewalk improvements	06-1514-20-00			\$ 12,400.00	Project carried forward-CDBG 50th year approved 5/22/24
Blue Mound/Industrial Intersection	06-1516-20-00			\$ 130,350.00	Project carried forward-TexPro contract approved 6/18/24
Library	06-6021-22-00			\$ 12,566,695.00	Project carried forward
Senior Center	06-5006-22-00			\$ 4,201,410.00	Project carried forward
ARPA Grant	06-3841-00-00		\$ 2,421,725.00		ARPA funding for Library/Sr Center carry forward
Library	06-6021-40-00			\$ 1,646,775.00	ARPA funding for Library/Sr Center
Senior Center	06-5006-40-00			\$ 774,950.00	ARPA funding for Library/Sr Center
Park Projects	06-7014-23-00			\$ 2,159,505.00	Project carried forward Parks Master Plan
West McLeroy Design	06-4021-45-00			\$ 1,203,700.00	Project carried forward
East McLeroy 2A Design	06-4023-45-00			\$ 399,800.00	Project carried forward
Tarrant County Funding	06-3851-00-00		\$ 408,740.00		TC reimbursement for Knowles Ph2&3 approved 11/4/24
USE OF FUND BALANCE			\$28,459,675.00		
CAPITAL PROJECTS FUND TOTAL			\$31,576,615.00	\$ 31,576,615.00	

MID-YEAR BUDGET ADJUSTMENTS

FY 2024-2025

<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	\$ 4,720.00		Bullet Resistant Vest grant proceeds
Transfer from Gen Escrow Fund	11-9121-00-00	Police	\$ 13,345.00		Court Technology funding for ticket writer software
Capital Outlay/Special Request	11-7000-00-00	Police		\$ 40,000.00	Additional funding for covered parking approved 2/18/25
Capital Outlay/Special Request	11-7000-00-00	Police		\$ 107,820.00	Carry forward equipment funding for 4 police vehicles
USE OF FUND BALANCE			\$ 129,755.00		
CRIME CONTROL AND PREVENTION DISTRICT FUND TOTAL			\$ 147,820.00	\$ 147,820.00	
<u>Police Expendable Trust Fund</u>					
Confiscated Property	12-3850-00-00		\$ 23,000.00		Record confiscated property collection
Interest Earnings	12-3950-00-00		\$ 1,000.00		Adjust interest earnings estimate
ADDITION TO FUND BALANCE			\$ -	\$ 24,000.00	
STREET MAINTENANCE FUND TOTAL			\$ 24,000.00	\$ 24,000.00	
<u>Drainage Utility Fund</u>					
Capital Outlay/Special Request	14-7000-00-00			\$ 32,760.00	HSP pedestrian bridge approved 1/21/24 - carried forward
USE OF FUND BALANCE			\$ 32,760.00		
DRAINAGE UTILITY FUND TOTAL			\$ 32,760.00	\$ 32,760.00	
<u>Donation Fund</u>					
Special Programs	20-5232-61-00	Parks		\$ 24,000.00	Holiday Drone Show approved 10/1/24
Special Programs	20-5232-61-00	Parks		\$ 10,000.00	Holiday Event activities approved 11/19/24
Special Programs	20-5232-61-00	Parks		\$ 25,000.00	Fireworks display approved 2/18/25
Capital Outlay/Special Requests	20-7000-62-00	Library		\$ 75,180.00	Carry forward funding for sculpture & table
Capital Outlay/Special Requests	20-7000-62-00	Library		\$ 11,655.00	Carry forward funding for RFDI tag system
Senior Center Programs	20-5235-64-00	Senior Center		\$ 2,165.00	Holiday Dinner expense donation
USE OF FUND BALANCE			\$ 148,000.00		
DONATION FUND TOTAL			\$ 148,000.00	\$ 148,000.00	

MID-YEAR BUDGET ADJUSTMENTS

FY 2024-2025

<u>ACCOUNT DESCRIPTION</u>	<u>ACCT NUMBER</u>	<u>DEPARTMENT</u>	<u>REVENUES</u>	<u>EXPENSES</u>	<u>COMMENTS</u>
<u>General Escrow Fund</u>					
Court Technology Fees	21-3515-33-00		\$ 12,045.00		Revised revenue estimate
Court Security Fees	21-3517-34-00		\$ 15,430.00		Revised revenue estimate
Data Processing Expenses	21-4300-33-00			\$ (13,345.00)	Software expense for ticket writers paid in CCPD Fund
Officer Supplies & Equipment	21-4620-33-00			\$ 3,500.00	Equipment for new ticket writers
Transfer to CCPD Fund	21-9211-33-00			\$ 13,345.00	Transfer technology funding for ticket writer software
ADDITION TO FUND BALANCE				\$ 23,975.00	
GENERAL ESCROW FUND TOTAL			\$ 27,475.00	\$ 27,475.00	
<u>Enterprise Escrow Fund</u>					
Tsf to Entrprise Fund	25-9205-51-00			\$ 61,000.00	Impact fee funding for W McLeroy waterline
USE OF FUND BALANCE			\$ 61,000.00		
ENTERPRISE ESCROW FUND TOTAL			\$ 61,000.00	\$ 61,000.00	
<u>Beltmill Public Improvement District Fund</u>					
PID Assessments - Commercial	31-3655-00-00			\$ (88,280.00)	Reclassify PID revenue line items
PID Assessments - Multi Family	31-3656-00-00			\$ (239,780.00)	Reclassify PID revenue line items
PID Assessments - Single Family	31-3657-00-00			\$ (168,225.00)	Reclassify PID revenue line items
PID Assessments	31-3658-00-00			\$ 496,285.00	Reclassify PID revenue line items
USE OF FUND BALANCE			\$ -		
BELTMILL PUBLIC IMPROVEMENT DISTRICT FUND TOTAL			\$ -	\$ -	



City Council Memorandum

B. PUBLIC HEARING-- Under Section 311.011 of the Texas Tax Code to Consider Comment Regarding the Ordinance Accepting and Approving the Amendment of Project Cost of Reinvestment Zone No. 1, City of Saginaw, Texas and the Amended and Restated Final Project and Finance Plan--Daniel Andrade, Project Analyst for P3 Works

Meeting	Agenda Group
Tuesday, April 1, 2025, 6:00 PM	Public Hearings Item: 4B.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

A public hearing is required under section 311.011 of the Texas Tax Code and was appropriately advertised to consider public comment regarding the ordinance accepting and approving the amendment of project cost of reinvestment zone no. 1, City of Saginaw, Texas and the amended and restated final project and finance plan.

FINANCIAL IMPACT:

RECOMMENDATION:

Attachments

[Saginaw A&R Final Plan.pdf](#)

REINVESTMENT ZONE NUMBER ONE,
CITY OF SAGINAW, TEXAS
AMENDED AND RESTATED
FINAL PROJECT AND FINANCE PLAN
APRIL 01,2025

TABLE OF CONTENTS

Table of Contents	1
Section 1: Definitions	2
Section 2: Introduction	5
Section 3: Description and Maps	7
Section 4: Proposed Changes to Ordinances, Plans, Codes, Rules, and Regulations	8
Section 5: Relocation of Displaced Persons	8
Section 6: Estimated Non-Project Costs	8
Section 7: Proposed Public Improvements	8
Section 8: Estimated Project Costs	9
Section 9: Economic Feasibility	9
Section 10: Estimated Bonded Indebtedness	10
Section 11: Appraised Value	10
Section 12: Method of Financing	10
Section 13: Duration of the Zone, Termination	11
Exhibits	13
Appendices	13
Exhibit A – Map of the Zone	14
Exhibit B – Non-Project Costs	15
Exhibit C – Project Costs	16
Exhibit D – Estimated Timeline of Incurred Costs	17
Exhibit E – Feasibility Study	18
Exhibit F – Proposed Uses of the Zone	19
Exhibit G – Map of Public Improvements	20
Exhibit H – Parcel Identification	21
Appendix A – Retired Fire Station and Senior Center Demolition Plan	23
Appendix B – E. McLeroy Blvd Project Costs Projection	25

SECTION 1: DEFINITIONS

Capitalized terms used in this 2025 Amended Plan shall have the meanings given to them in **Section I** below unless otherwise defined in this 2025 Amended Plan or unless the context in which a term is used clearly requires a different meaning. Unless otherwise defined, a reference to a “Section,” “Appendix,” or an “Exhibit,” shall be a reference to a Section of this 2025 Amended Plan or an Exhibit or an Appendix attached to and made a part of this 2025 Amended Plan for all purposes.

“2025 Amended Plan” means this *Reinvestment Zone Number One, City of Saginaw, Texas, Amended and Restated Final Project and Finance Plan*, approved on April 1, 2025, by the Amending Ordinance approved by the City Council, which serves to replace the Final Plan in its entirety.

“Act” means Chapter 311, Texas Tax Code, Tax Increment Financing Act, as amended.

“Administrator” means the City or independent firm designated by the City who shall have the responsibilities provided in this 2025 Amended Plan or any other agreement or document approved by the City related to the duties and responsibilities of the administration of the Zone. The initial Administrator is P3Works, LLC.

“Administrative Costs” means the actual, direct costs paid or incurred by or on behalf of the City to administer the Zone, including, but not limited to, costs and expenses for (1) the Administrator; (2) City Staff; (3) planning, engineering, and legal services; (4) organizational, publicizing, and implementations costs; (5) costs of operating the Zone and project facilities paid by or on behalf of the City that are directly related to the administration of the Zone; and (6) payments made at the discretion of the governing body of the municipality that it finds necessary or convenient to the adoption or to the implementation of this 2025 Amended Plan for the Zone.

“Amending Ordinance” means an ordinance considered by the City Council on April 1, 2025, approving this 2025 Amended Plan, adding certain projects to the Zone, and amending the Project Costs of the Zone.

“Appraisal District” means the Tarrant Appraisal District.

“Board” means the Board of Directors for the Zone.

“Captured Appraised Value” means the incremental taxable value of the Zone, on a parcel-by-parcel basis generated each year during the term of the Zone, as calculated and confirmed annually by the Appraisal District, less the Tax Increment Base.

“City” means the City of Saginaw, Texas.

“City Council” means the governing body of the City.

“City TIRZ Increment” means the portion of the City’s ad valorem tax increment equal to fifty percent (50%) of the ad valorem real property taxes collected and received by the City on the Captured Appraised Value in the Zone, as further described in **Section 12**.

“College” means Tarrant County College District, Texas.

“College TIRZ Increment” means the portion of the College’s ad valorem tax increment equal to fifty percent (50%) of the ad valorem real property taxes collected and received by the College on the Captured Appraised Value in the Zone, effective January 1, 2022, through December 31, 2051, pursuant to the College Participation Agreement, as further described in **Section 12**.

“College Participation Agreement” means that certain Agreement to Participate in Reinvestment Zone Number One, City of Saginaw, Texas, approved by the College on April 21, 2022, detailing the City and College’s participation in the Zone.

“County” means Tarrant County, Texas.

“County TIRZ Increment” means the portion of the County’s ad valorem tax increment equal to fifty percent (50%) of the ad valorem real property taxes collected and received by the County on the Captured Appraised Value in the Zone, effective January 1, 2022, through December 31, 2051, pursuant to the County Participation Agreement, as further described in **Section 12**.

“County Participation Agreement” means that certain Agreement to Participate in Reinvestment Zone Number One, City of Saginaw, Texas approved by the County on March 1, 2022, detailing the City and County’s participation in the Zone.

“Creation Ordinance” means Ordinance No. 2021-24 adopted by the City Council on November 2, 2021, designating the creation of the Zone and the Board.

“Feasibility Study” means the economic feasibility study as projected, at the time of the Creation Ordinance, over the term of the Zone and as updated and amended by this 2025 Amended Plan, and focuses only on direct financial benefits, as further described in **Section 9**, and shown on **Exhibit E**.

“Final Plan” means the Reinvestment Zone Number One, City of Saginaw, Texas, Final Project and Finance Plan adopted by the City Council on November 16, 2021, by approval of Ordinance No. 2021-27.

“Non-Project Costs” means those certain costs that will be spent to develop in the Zone, but will not be financed by the Zone, and will be financed by private funds, as described in **Section 6** and shown on **Exhibit B**.

“Preliminary Plan” means the *Reinvestment Zone Number One, City of Saginaw, Texas, Preliminary Project and Finance Plan*, approved by the City Council on November 2, 2021 by the Creation Ordinance.

“Project Costs” means the total actual costs for projects in the Zone, a portion of which to be financed by the Zone, including the Public Improvements, and the Administrative Costs, as described in **Section 8** and shown on **Exhibit C**.

“Property” means the estimated 295.44 acres of land that make up the Zone as depicted on **Exhibit A** and described in **Exhibit H**.

“Public Improvements” means the public improvements to be financed in whole or in part by the Zone, either directly or indirectly, which includes streets, water, sanitary sewer, sidewalks, detention ponds, storm drainage, remediation, asbestos abatement, demolition and site removal, soft costs and related infrastructure that serves the Property, including Tier 1 Projects, and Tier 2 Projects.

“Public Improvement Costs” means the total cost to construct the Public Improvements, detailed on **Exhibit C**.

“Tax Increment Base” means total appraised value of taxable real property in the Zone at the time of creation of the Zone, as calculated and certified by the Appraisal District.

“Tier 1 Projects” means those certain Public Improvements, including demolition and site removal, anticipated to be funded in part or in whole from the City TIRZ Increment, as described in **Exhibit C**.

“Tier 2 Projects” means Public Improvements that are anticipated to be funded from all participating tax entities, as described in **Exhibit C**.

“TIRZ No. 1 Fund” means the tax increment fund created by the City and segregated from all other funds of the City, which the City TIRZ Increment, County TIRZ Increment, and College TIRZ Increment is deposited annually.

“Zone” means Reinvestment Zone Number One, City of Saginaw, Texas, as depicted on **Exhibit A**, and parcels identified on **Exhibit H**, created by the City Council by the Creation Ordinance.

SECTION 2: INTRODUCTION

2.1 Authority and Purpose

The City has the authority under the Act to designate a contiguous or noncontiguous geographic area within the corporate limits or extraterritorial jurisdiction of the City as a tax increment reinvestment zone to promote development or redevelopment of the area because the City Council has determined that (1) development or redevelopment would not occur solely through private investment in the reasonably foreseeable future, (2) the Zone is feasible, and (3) the creation of the Zone is in the best interest of the City and the property in the Zone. The purpose of the Zone is to facilitate such development or redevelopment by financing the costs of public works, public improvements, programs, and other projects benefiting the Zone, plus other costs incidental to those expenditures, all of which costs are authorized by the Act.

2.2 Eligibility Requirements

An area is eligible under the Act to be designated as a tax increment reinvestment zone if the area:

- 1) substantially arrests or impairs the sound growth of the City designating the Zone, retard the provision of housing accommodations, or constitutes an economic or social liability and is a menace to the public health, safety, morals, or welfare in its present condition; or
- 2) is predominantly open or undeveloped and, because of obsolete platting, deterioration of structures or site improvements, or other factors, substantially impairs or arrests the sound growth of the City; or
- 3) is in a federally assisted new community located in the City or in an area immediately adjacent to a federally assisted new community; or
- 4) is in an area described in a petition requesting that the area be designated as a reinvestment zone, if the petition is submitted to the governing body of the City by the owners of property constituting at least fifty percent (50%) of the appraised value of the property in the area according to the most recent certified appraisal roll for the county in which the area is located.

The City cannot, however, designate a zone if more than thirty percent (30%) of the property in the proposed zone, excluding property that is publicly owned, is used for residential purposes, or if the total appraised value of taxable real property in the proposed zone and in existing reinvestment zones exceeds fifty percent (50%) of the total appraised value of taxable real property in the City and in industrial districts created by the City.

2.3 The Zone

The City Council created the Zone which includes the Property and is located within the corporate limits of the City. The Property is currently zoned agriculture, community commercial, planned development, light industrial, community facilities, multifamily and single-family. The Property is undeveloped, or underdeveloped, and due to its size, location, and physical characteristics, development or redevelopment would not occur solely through private investment in the foreseeable future. The Property substantially impairs and arrests the sound growth of the City because it is predominately unproductive or underdeveloped due to factors such as aging of public infrastructure, and portions of the Property are open and/or undeveloped due to factors such as the lack of public infrastructure and the need for economic incentive to attract development or redevelopment to the Zone for the purpose of providing long-term economic benefits including, but not limited to, increased real property tax base for all taxing units in the Zone. If the Public Improvements, and other projects are financed as contemplated by this 2025 Amended Plan, the City envisions that the Property will be developed to take full advantage of the opportunity to bring to the City, County, and College, a quality residential and commercial development.

2.4 Preliminary Plan and Hearing

Before the City Council adopted the Creation Ordinance, the City Council prepared the Preliminary Plan in accordance with the Act and held a public hearing on the creation of the Zone and its benefits to the City and to the Property, at which public hearing interested persons were given the opportunity to speak for and against the creation of the Zone, the boundaries of the Zone and the concept of tax increment financing, and at which hearing the owners of the Property were given a reasonable opportunity to protest the inclusion of their Property in the Zone. The requirement of the Act for a preliminary reinvestment zone financing plan was satisfied by the Preliminary Plan, the purpose of which was to describe, in general terms, the Public Improvements that will be undertaken and financed by the Zone. A description of how such public improvements and projects will be undertaken and financed is provided within this 2025 Amended Plan, which requires approval by the Board and by the City Council.

2.5 Creation of the Zone

Upon the closing of the above referenced public hearing, the City Council adopted the Creation Ordinance in accordance with the Act creating the Zone finding that (1) development or redevelopment of the Property would not occur solely through private investment in the reasonably foreseeable future, (2) the Zone is feasible, (3) improvements in the Zone will significantly enhance the value of all the taxable real property in the Zone and will be of general

benefit to the City. Among other provisions required by the Act, the Creation Ordinance appointed the Board, and (4) that the Zone met the eligibility requirements of the Act.

2.6 Board Recommendations

After the creation of the Zone, the Board reviewed the Final Plan and recommended approval to the City Council, pursuant to which the City will contribute the City TIRZ Increment into the TIRZ No. 1 Fund to fund the costs of the Public Improvements benefiting the Zone.

On April 1, 2025, the Board reviewed this 2025 Amended Plan and recommended the City Council amend the Public Improvements, including the estimated Project Costs within the Zone.

2.7 Council Action

The City Council took into consideration the recommendations of the Board and approved the Final Plan, the County Participation Agreement, and the College Participation Agreement.

On April 1, 2025, the City Council considered the Amending Ordinance, which amended certain Public Improvements to the Project Costs of the Zone, including amending estimated costs for the Public Improvements, and approved this 2025 Amended Plan.

SECTION 3: DESCRIPTION AND MAPS

3.1 Existing Uses and Conditions

The Property is currently located within the corporate limits of the City and is zoned agriculture, community commercial, planned development, light industrial, community facilities, multifamily and single-family, in accordance with the City's zoning ordinance. The Property is undeveloped and underdeveloped, and there is limited or aging public infrastructure to support development. Development will require extensive public infrastructure that: (1) the City cannot provide, and (2) will not be provided solely through private investment in the foreseeable future. A map of the Property and the proposed Zone is shown on **Exhibit A**.

3.2 Proposed Uses

The Property is intended to be developed as single-family residential, multi-family residential, commercial retail, and medical office or storage.

3.3 Boundary Map

The boundary map of the Property is shown on **Exhibit A** and provides sufficient detail to identify with ordinary and reasonable certainty the territory included in the Zone.

3.4 Parcel Identification

The parcels identified on **Exhibit H** provide sufficient detail to identify with ordinary and reasonable certainty the territory included in the Zone.

SECTION 4: PROPOSED CHANGES TO ORDINANCES, PLANS, CODES, RULES, AND REGULATIONS

The Property is wholly located in the corporate limits of the City and is subject to the City's zoning regulation. The City has exclusive jurisdiction over the subdivision and platting of the property within the Property and the design, construction, installation, and inspection of water, sewer, drainage, roadway, and other public infrastructure. No proposed changes to zoning ordinances, comprehensive plan, building codes, subdivision rules, or other municipal ordinances are planned.

SECTION 5: RELOCATION OF DISPLACED PERSONS

No persons were displaced and in need of relocation due to the creation of the Zone or will be due to the implementation of this 2025 Amended Plan.

SECTION 6: ESTIMATED NON-PROJECT COSTS

Non-Project Costs are private costs that will be spent to develop in the Zone but will not be financed by the Zone, and will be financed by other funds. The list of Non-Project Costs is shown on **Exhibit B**, and is estimated to be approximately \$293,600,292.

SECTION 7: PROPOSED PUBLIC IMPROVEMENTS

7.1 Categories of Public Improvements

The Public Improvements to be financed by the Zone are depicted in **Exhibit C**. All Public Improvements shall be designed and constructed in accordance with all applicable City standards and shall otherwise be inspected, approved, and accepted by the City. At the City's option, the Public Improvements may be expanded to include any other category of improvements authorized by the Act.

7.2 Locations of Public Improvements

The estimated locations of the proposed Public Improvements are depicted on **Exhibit G**. These locations may be revised, with the approval of the City, from time to time without amending this 2025 Amended Plan.

SECTION 8: ESTIMATED PROJECT COSTS

8.1 Project Costs

The total Project Costs, which includes the Public Improvement Costs and the Administrative Costs, are estimated to be approximately \$49,439,137 as shown on **Exhibit C**.

8.2 Estimated Public Improvements Costs

The estimated Public Improvement Costs within the Zone are split between two categories, the Tier 1 Projects, estimated at \$268,200, and the Tier 2 Projects, estimated at \$48,765,257

8.3 Estimated Administrative Costs

At the time of the Final Plan, the initial Administrative Costs were estimated to be \$10,000 annually and escalated at two percent (2%) thereafter and shall be paid each year from the TIRZ No. 1 Fund before Public Improvement Costs are paid.

8.4 Estimated Timeline of Incurred Costs

The Administrative Costs will be incurred annually beginning at the time the Zone was created, and throughout the duration of the Zone. It is estimated the Public Improvement Costs will be incurred between the calendar years 2022 through 2031, as shown on **Exhibit D**.

SECTION 9: ECONOMIC FEASIBILITY

For purposes of this 2025 Amended Plan, the Feasibility Study of the Zone has been projected over the term of the Zone, as shown on **Exhibit E**. This evaluation focuses on only direct financial benefits (i.e. ad valorem tax revenues from the development of Public Improvements in the Zone). Based on the Feasibility Study, during the term of the Zone, new development (which would not have occurred but for the Zone) will generate approximately \$88,362,445 in total new real property tax revenue, and the contributing taxing entities will retain \$44,181,222. The remaining additional revenue will be deposited in the TIRZ No. 1 Fund to pay Project Costs.

The Feasibility Study shows the cumulative City TIRZ Increment is estimated to be \$27,490,334, which will be available to pay a portion of the Project Costs, until the term expires or is otherwise terminated. The remainder of the new City real property tax revenue generated within the Zone and retained by the City is estimated to be \$27,490,334 over the term.

The Feasibility Study shows the cumulative County TIRZ Increment is estimated to be \$10,439,495, which will be available to pay a portion of the Project Costs, until the term expires or is otherwise terminated pursuant to the County Participation Agreement. The remainder of

the new County real property tax revenue generated within the Zone and retained by the County is estimated to be \$10,439,495 over the term.

The Feasibility Study shows the cumulative College TIRZ Increment is estimated to be \$6,251,394, which will be available to pay a portion of the Project Costs, until the term expires or is otherwise terminated pursuant to the College Participation Agreement. The remainder of the new College real property tax revenue generated within the Zone and retained by the College is estimated to be \$6,251,394 over the term.

The remainder of the new real property tax revenue generated within the Zone will be available to pay Project Costs, until the term expires or is otherwise terminated. Upon expiration or termination of the Zone, one hundred percent (100%) of all tax revenue generated within the Zone will be retained by the respective taxing entities. Based on the foregoing, the feasibility of the Zone has been demonstrated.

SECTION 10: ESTIMATED BONDED INDEBTEDNESS

No tax increment reinvestment zone bonds or public indebtedness issued by the participating entities secured by the tax increments pursuant to the Act are contemplated at the time of this 2025 Amended Plan.

SECTION 11: APPRAISED VALUE

11.1 Tax Increment Base

The Tax Increment Base of the Property is \$1,992,383, as confirmed by the Appraisal District at the time the Zone was created.

11.2 Estimated Captured Appraised Value

Each year, the Appraisal District shall confirm the Captured Appraised Value of the Zone. It is estimated that upon expiration of the term of the Zone, the total Captured Appraised Value of taxable real property in the Zone will be approximately \$533,916,549, as shown on **Exhibit E**. The actual Captured Appraised Value, as certified by the Appraisal District each year, will be used to calculate annual payment of the City TIRZ Increment, County TIRZ Increment, and College TIRZ Increment due to the TIRZ No. 1 Fund.

SECTION 12: METHOD OF FINANCING

This 2025 Amended Plan shall obligate the City to deposit the City TIRZ Increment into the TIRZ No. 1 Fund each year for the duration of the Zone an amount equal to fifty percent (50%) of the

Captured Appraised Value in the Zone levied and collected that constitutes the City TIRZ Increment for that year. For example, in FY 2024 the City tax rate was \$0.493747 per \$100 of assessed value therefore the City will contribute \$0.2468735 per \$100 of the Captured Appraised Value in the Zone levied and collected.

The County Participation Agreement obligates the County to deposit the County TIRZ Increment for the Tier 2 Projects into the TIRZ No. 1 Fund each year for the duration of the Zone an amount equal to fifty percent (50%) of the Captured Appraised Value in the Zone levied and collected that constitutes the County TIRZ Increment for that year, up to the maximum cumulative contribution of \$11,986,383. For example, in FY 2024 the County tax rate was \$0.18750 per \$100 of assessed value therefore the County will contribute \$0.09375 per \$100 of the Captured Appraised Value in the Zone levied and collected.

The College Participation Agreement obligates the College to deposit the College TIRZ Increment for the Tier 2 Projects into the TIRZ No. 1 Fund each year for the duration of the Zone an amount equal to fifty percent (50%) of the Captured Appraised Value in the Zone levied and collected that constitutes the College TIRZ Increment for that year, up to the maximum cumulative contribution of \$6,813,395. For example, in FY 2024 the College tax rate was \$0.11228 per \$100 of assessed value therefore the College will contribute \$0.05614 per \$100 of the Captured Appraised Value in the Zone levied and collected.

Funds deposited into the TIRZ No. 1 Fund shall always first be applied to pay the Administrative Costs. After the Administrative Costs have been paid, funds in the TIRZ No. 1 Fund shall next be used to fund the Public Improvements. All payments of Project Costs shall be made solely from the TIRZ No. 1 Fund and from no other funds of the City, County, or College unless otherwise approved by the governing body, and the TIRZ No. 1 Fund shall only be used to pay the Project Costs in accordance with this 2025 Amended Plan, the County Participation Agreement, and the College Participation Agreement. The City may amend this 2025 Amended Plan in compliance with the Act, including but not limited to what is considered a Project Cost.

SECTION 13: DURATION OF THE ZONE, TERMINATION

13.1 Duration

The stated term of the Zone commenced at the creation of the Zone, and shall continue for thirty (30) years until December 31, 2051, with the last payment due by January 31, 2052, unless otherwise terminated in accordance with the Creation Ordinance.

13.2 Termination

The Zone shall terminate prior to the expiration of its stated term if the Project Costs have been fully funded. If upon the expiration of the stated term of the Zone, the Project Costs have not been fully funded, the City, County and College shall have no obligation to pay the shortfall, and the term of the Zone shall not be extended. The provisions of this section shall be included in the County Participation Agreement, and College Participation Agreement. Nothing in this section is intended to prevent the City from extending the term of the Zone in accordance with the Act.

[Remainder of page intentionally left blank.]

EXHIBITS

Unless otherwise stated, all references to "Exhibits" contained in this 2025 Amended Plan shall mean and refer to the following exhibits, all of which are attached to and made a part of this 2025 Amended Plan for all purposes.

Exhibit A	Map of the Zone
Exhibit B	Non-Project Costs
Exhibit C	Project Costs
Exhibit D	Estimated Timeline of Incurred Costs
Exhibit E	Feasibility Study
Exhibit F	Proposed Uses of the Zone
Exhibit G	Map of the Public Improvements
Exhibit H	Parcel Identification

APPENDICES

The following Appendices are attached to and made a part of this 2025 Amended Plan for all purposes:

Appendix A	Retired Fire Station and Senior Center Demolition Plan
Appendix B	E. McLeroy Blvd Project Costs Projection

EXHIBIT A – MAP OF THE ZONE

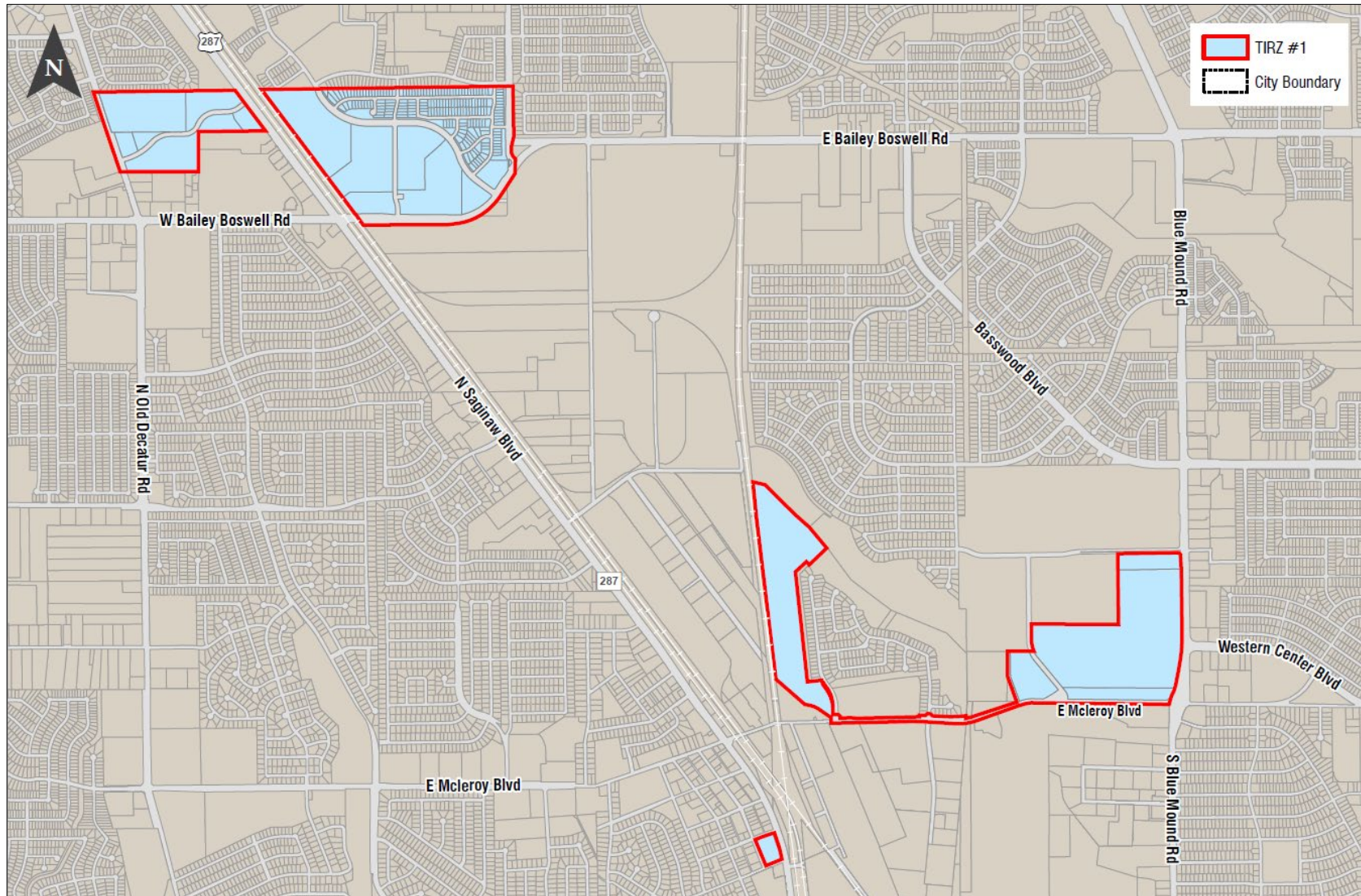


EXHIBIT B – NON-PROJECT COSTS

Reinvestment Zone Number One, City of Saginaw, Texas Non-Project Costs

Land Use ¹	Units/SF ²	Finished Lot Value		Buildout Value		Estimated Non-Project Costs
		Per Unit/SF ²	Total ¹	Per Unit/SF ²	Total ¹	
Single-Family	196	\$ 55,000	\$ 10,780,000	\$ 315,000	\$ 61,740,000	\$ 50,960,000
Multifamily	630	\$ 27,937	\$ 17,600,000	\$ 139,683	\$ 88,000,000	\$ 70,400,000
Retail I	45,000	\$ 70	\$ 3,150,000	\$ 350	\$ 15,750,000	\$ 12,600,000
Retail II	37,000	\$ 90	\$ 3,330,000	\$ 450	\$ 16,650,000	\$ 13,320,000
Medical Office/Storage	52,635	\$ 19	\$ 1,000,065	\$ 95	\$ 5,000,325	\$ 4,000,260
Multifamily - BTR	250	\$ 42,000	\$ 10,500,000	\$ 210,000	\$ 52,500,000	\$ 42,000,000
Multifamily	340	\$ 40,000	\$ 13,600,000	\$ 200,000	\$ 68,000,000	\$ 54,400,000
Retail III	192,308	\$ 26	\$ 5,000,008	\$ 130	\$ 25,000,040	\$ 20,000,032
Commercial	150,000	\$ 43	\$ 6,480,000	\$ 216	\$ 32,400,000	\$ 25,920,000
Total			\$ 71,440,073		\$ 365,040,365	\$ 293,600,292

(1) Based on data provided by developers at the time of the Final Plan for certain costs spent to develop in the Zone.

(2) Shown per unit for residential, and per square foot for retail, medical office/storage, and commercial.

EXHIBIT C – PROJECT COSTS

Reinvestment Zone Number One, City of Saginaw, Texas Project Costs		
Project Costs		
Tier 1 Projects¹		
Demolition ²	\$	268,200
<i>Subtotal</i>	\$	268,200
Tier 2 Projects		
Street	\$	15,720,112
Water	\$	1,399,863
Sanitary Sewer	\$	756,112
Sidewalks	\$	75,000
Remediation	\$	1,000,000
Detention Ponds	\$	994,914
Storm Drainage	\$	4,140,834
Soft Costs	\$	3,822,427
Retired Fire Station - Asbestos Abatement ²	\$	55,995
E. McLeroy Blvd (Western Center Ex) ³	\$	10,000,000
E. McLeroy Blvd Ph. 2b ³	\$	10,800,000
<i>Subtotal</i>	\$	48,765,257
Public Improvement Costs Subtotal	\$	49,033,457
Administrative Costs	\$	405,681
Total Project Costs	\$	49,439,137
(1) Tier 1 Projects to be funded from the City TIRZ Increment. (2) Costs further shown and described on Appendix A. (3) Costs further shown and described on Appendix B.		

EXHIBIT D – ESTIMATED TIMELINE OF INCURRED COSTS

Reinvestment Zone Number One, City of Saginaw, Texas Timeline to Incur Project Costs			
Zone Year	Calendar Year	Total Project Costs ^{1,2}	
		Annual	Cumulative
Base	2021	\$ -	\$ -
1	2022	\$ 339,638	\$ 339,638
2	2023	\$ 2,859,240	\$ 3,198,877
3	2024	\$ 7,752,753	\$ 10,951,631
4	2025	\$ 11,542,408	\$ 22,494,039
5	2026	\$ 12,067,613	\$ 34,561,652
6	2027	\$ 5,834,336	\$ 40,395,988
7	2028	\$ 2,132,427	\$ 42,528,415
8	2029	\$ 2,216,336	\$ 44,744,751
9	2030	\$ 2,082,018	\$ 46,826,769
10	2031	\$ 2,206,688	\$ 49,033,457
Total		\$ 49,033,457	

(1) As of the time of the Final Plan and updated in this 2025 Amended Plan, this timeline is provided for illustration purposes only and is subject to change.

(2) Timeline does not include Administrative Costs, which shall be incurred annually throughout the duration of the Zone.

EXHIBIT E – FEASIBILITY STUDY

Reinvestment Zone Number One, City of Saginaw, Texas Feasibility Study																
Zone Year	Tax Year	Growth/ Year ¹	Added Development Value	Net Taxable Value ¹	Captured Appraised Value	City			County			College District			TIRZ Fund	
						TIRZ Increment			TIRZ Increment			TIRZ Increment				
						%	Annual	Cumulative	%	Annual	Cumulative	%	Annual	Cumulative	Annual	Cumulative
Base	2021			\$ 1,992,383		50%	\$ -	\$ -	50%	\$ -	\$ -	50%	\$ -	\$ -		
1	2022		\$ 2,528,507	\$ 4,520,890	\$ 2,528,507	50%	\$ -	\$ -	50%	\$ -	\$ -	50%	\$ -	\$ -	\$ -	\$ -
2	2023		\$ 21,286,240	\$ 25,807,130	\$ 23,814,747	50%	\$ 6,306	\$ 6,306	50%	\$ 2,459	\$ 2,459	50%	\$ 1,418	\$ 1,418	\$ 10,183	\$ 10,183
3	2024		\$ 57,717,079	\$ 83,524,209	\$ 81,531,826	50%	\$ 58,792	\$ 65,098	50%	\$ 22,326	\$ 24,785	50%	\$ 13,370	\$ 14,788	\$ 94,488	\$ 104,671
4	2025	2%	\$ 85,930,000	\$ 171,124,693	\$ 169,132,310	50%	\$ 201,280	\$ 266,378	50%	\$ 76,436	\$ 101,221	50%	\$ 45,772	\$ 60,560	\$ 323,489	\$ 428,160
5	2026	2%	\$ 89,840,000	\$ 264,387,187	\$ 262,394,804	50%	\$ 417,543	\$ 683,921	50%	\$ 158,562	\$ 259,783	50%	\$ 94,951	\$ 155,511	\$ 671,055	\$ 1,099,215
6	2027	2%	\$ 43,435,000	\$ 313,109,931	\$ 311,117,548	50%	\$ 647,783	\$ 1,331,705	50%	\$ 245,995	\$ 505,778	50%	\$ 147,308	\$ 302,819	\$ 1,041,087	\$ 2,140,302
7	2028	2%	\$ 15,875,325	\$ 335,247,454	\$ 333,255,071	50%	\$ 768,067	\$ 2,099,771	50%	\$ 291,673	\$ 797,451	50%	\$ 174,661	\$ 477,480	\$ 1,234,401	\$ 3,374,702
8	2029	2%	\$ 16,500,000	\$ 358,452,403	\$ 356,460,020	50%	\$ 822,718	\$ 2,922,490	50%	\$ 312,427	\$ 1,109,877	50%	\$ 187,089	\$ 664,570	\$ 1,322,234	\$ 4,696,937
9	2030	0.00%	\$ 15,500,040	\$ 373,952,443	\$ 371,960,060	50%	\$ 880,005	\$ 3,802,495	50%	\$ 334,181	\$ 1,444,059	50%	\$ 200,117	\$ 864,686	\$ 1,414,303	\$ 6,111,240
10	2031	0.00%	\$ 16,428,174	\$ 390,380,617	\$ 388,388,234	50%	\$ 918,271	\$ 4,720,766	50%	\$ 348,713	\$ 1,792,771	50%	\$ 208,818	\$ 1,073,505	\$ 1,475,802	\$ 7,587,042
11	2032	2%	\$ -	\$ 398,188,230	\$ 396,195,847	50%	\$ 958,828	\$ 5,679,594	50%	\$ 364,114	\$ 2,156,885	50%	\$ 218,041	\$ 1,291,546	\$ 1,540,983	\$ 9,128,025
12	2033	2%	\$ -	\$ 406,151,994	\$ 404,159,611	50%	\$ 978,103	\$ 6,657,696	50%	\$ 371,434	\$ 2,528,319	50%	\$ 222,424	\$ 1,513,970	\$ 1,571,961	\$ 10,699,985
13	2034	2%	\$ -	\$ 414,275,034	\$ 412,282,651	50%	\$ 997,763	\$ 7,655,459	50%	\$ 378,900	\$ 2,907,218	50%	\$ 226,895	\$ 1,740,866	\$ 1,603,558	\$ 12,303,543
14	2035	2%	\$ -	\$ 422,560,535	\$ 420,568,152	50%	\$ 1,017,817	\$ 8,673,276	50%	\$ 386,515	\$ 3,293,733	50%	\$ 231,455	\$ 1,972,321	\$ 1,635,787	\$ 13,939,330
15	2036	2%	\$ -	\$ 431,011,746	\$ 429,019,363	50%	\$ 1,038,271	\$ 9,711,547	50%	\$ 394,283	\$ 3,688,016	50%	\$ 236,107	\$ 2,208,428	\$ 1,668,661	\$ 15,607,991
16	2037	2%	\$ -	\$ 439,631,981	\$ 437,639,598	50%	\$ 1,059,135	\$ 10,770,682	50%	\$ 402,206	\$ 4,090,222	50%	\$ 240,851	\$ 2,449,279	\$ 1,702,192	\$ 17,310,183
17	2038	2%	\$ -	\$ 448,424,620	\$ 446,432,237	50%	\$ 1,080,416	\$ 11,851,098	50%	\$ 410,287	\$ 4,500,509	50%	\$ 245,691	\$ 2,694,970	\$ 1,736,394	\$ 19,046,577
18	2039	2%	\$ -	\$ 457,393,113	\$ 455,400,730	50%	\$ 1,102,123	\$ 12,953,221	50%	\$ 418,530	\$ 4,919,039	50%	\$ 250,627	\$ 2,945,597	\$ 1,771,280	\$ 20,817,858
19	2040	0.00%	\$ -	\$ 457,393,113	\$ 455,400,730	50%	\$ 1,124,264	\$ 14,077,485	50%	\$ 426,938	\$ 5,345,977	50%	\$ 255,662	\$ 3,201,259	\$ 1,806,864	\$ 22,624,722
20	2041	0.00%	\$ -	\$ 457,393,113	\$ 455,400,730	50%	\$ 1,124,264	\$ 15,201,749	50%	\$ 426,938	\$ 5,772,915	50%	\$ 255,662	\$ 3,456,921	\$ 1,806,864	\$ 24,431,585
21	2042	2%	\$ -	\$ 466,540,975	\$ 464,548,592	50%	\$ 1,124,264	\$ 16,326,012	50%	\$ 426,938	\$ 6,199,854	50%	\$ 255,662	\$ 3,712,583	\$ 1,806,864	\$ 26,238,449
22	2043	2%	\$ -	\$ 475,871,794	\$ 473,879,411	50%	\$ 1,146,847	\$ 17,472,860	50%	\$ 435,514	\$ 6,635,368	50%	\$ 260,798	\$ 3,973,381	\$ 1,843,159	\$ 28,081,609
23	2044	2%	\$ -	\$ 485,389,230	\$ 483,396,847	50%	\$ 1,169,883	\$ 18,642,742	50%	\$ 444,262	\$ 7,079,630	50%	\$ 266,036	\$ 4,239,417	\$ 1,880,181	\$ 29,961,789
24	2045	2%	\$ -	\$ 495,097,015	\$ 493,104,632	50%	\$ 1,193,379	\$ 19,836,121	50%	\$ 453,185	\$ 7,532,814	50%	\$ 271,379	\$ 4,510,796	\$ 1,917,942	\$ 31,879,731
25	2046	2%	\$ -	\$ 504,998,955	\$ 503,006,572	50%	\$ 1,217,345	\$ 21,053,466	50%	\$ 462,286	\$ 7,995,100	50%	\$ 276,829	\$ 4,787,625	\$ 1,956,459	\$ 33,836,191
26	2047	2%	\$ -	\$ 515,098,934	\$ 513,106,551	50%	\$ 1,241,790	\$ 22,295,256	50%	\$ 471,569	\$ 8,466,669	50%	\$ 282,388	\$ 5,070,013	\$ 1,995,746	\$ 35,831,937
27	2048	2%	\$ -	\$ 525,400,913	\$ 523,408,530	50%	\$ 1,266,724	\$ 23,561,980	50%	\$ 481,037	\$ 8,947,706	50%	\$ 288,058	\$ 5,358,071	\$ 2,035,820	\$ 37,867,757
28	2049	2%	\$ -	\$ 535,908,931	\$ 533,916,548	50%	\$ 1,292,157	\$ 24,854,137	50%	\$ 490,695	\$ 9,438,402	50%	\$ 293,842	\$ 5,651,912	\$ 2,076,694	\$ 39,944,451
29	2050	0.00%	\$ -	\$ 535,908,931	\$ 533,916,548	50%	\$ 1,318,098	\$ 26,172,235	50%	\$ 500,547	\$ 9,938,948	50%	\$ 299,741	\$ 5,951,653	\$ 2,118,386	\$ 42,062,836
30	2051	0.00%	\$ -	\$ 535,908,931	\$ 533,916,548	50%	\$ 1,318,098	\$ 27,490,334	50%	\$ 500,547	\$ 10,439,495	50%	\$ 299,741	\$ 6,251,394	\$ 2,118,386	\$ 44,181,222
Total			\$ 365,040,365			\$ 27,490,334			\$ 10,439,495			\$ 6,251,394			\$ 44,181,222	

Assumptions	
Property Base Value ²	\$ 1,992,383

Footnotes
1) Values increased at 2% annually with two years of no growth each decade to simulate an economic downturn. Years 2022-2024 based on certified values.
2) Base Taxable Value as provided by the Appraisal District.

EXHIBIT F – PROPOSED USES OF THE ZONE

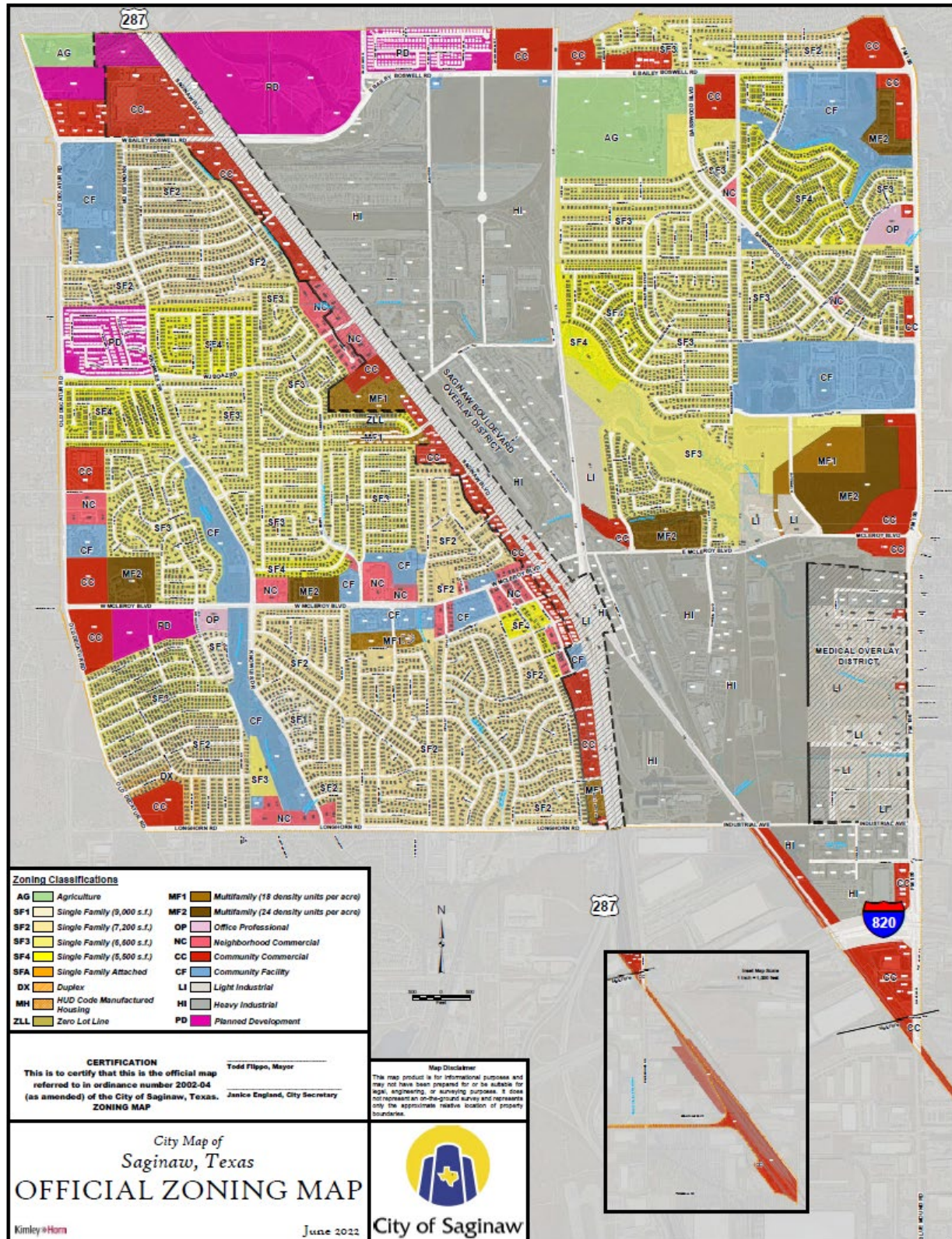


EXHIBIT G – MAP OF PUBLIC IMPROVEMENTS

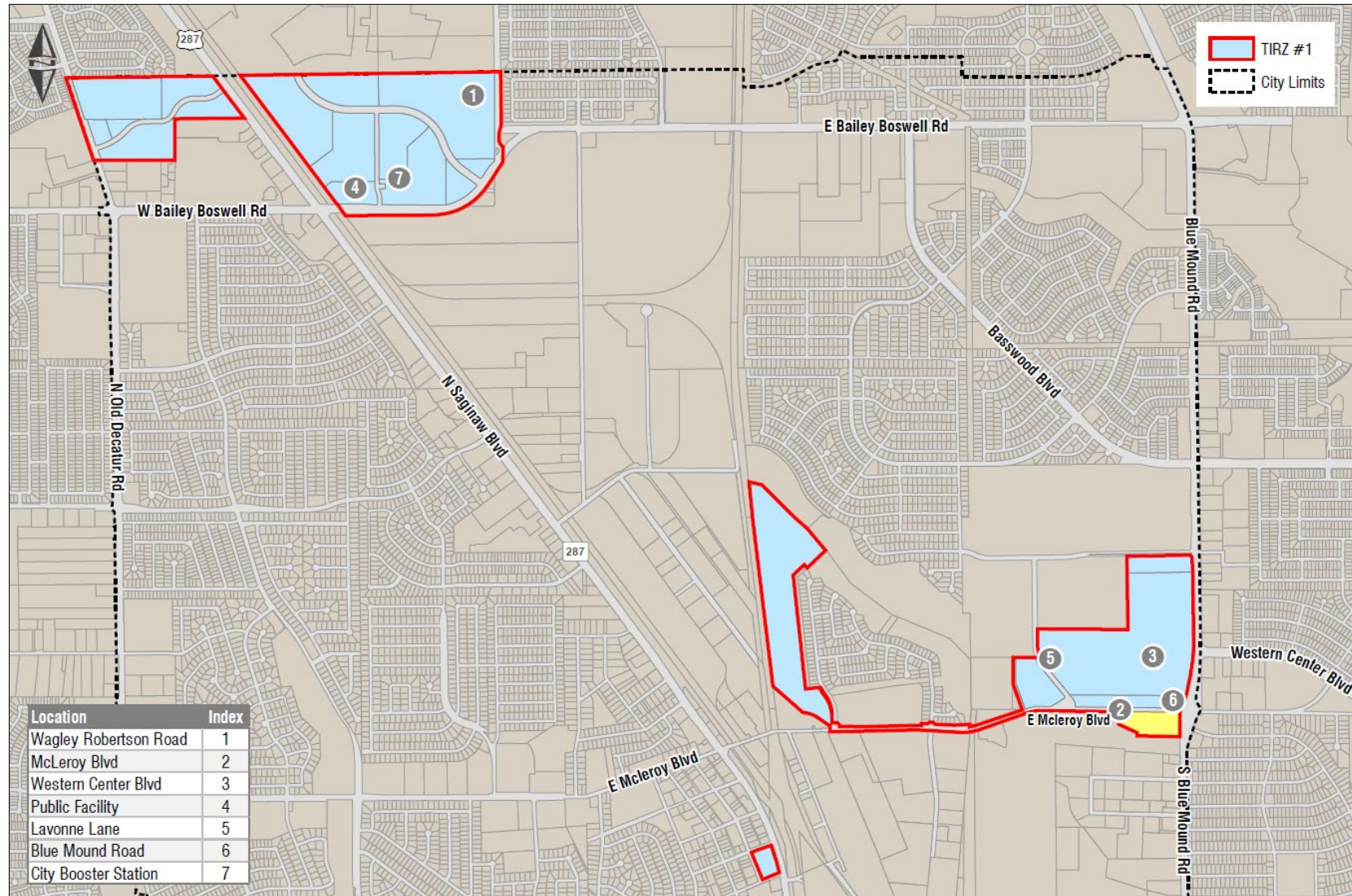


EXHIBIT H – PARCEL IDENTIFICATION

Property ID	Property ID	Property ID
2643871	43015380	43015789
2643898	43015398	43015797
4769236	43015401	43015801
6624278	43015410	43015819
4232925	43015428	43015827
3771849	43015436	43015835
4600061	43015444	43015843
6819451	43015452	43015851
7122403	43015461	43015860
42951907	43015479	43015878
42951915	43015487	43015886
42987235	43015495	43015894
42987243	43015509	43015908
42992778	43015517	43015916
42820977	43015525	43015924
42859369	43015533	43015932
42929782	43015541	43015941
3771830	43015550	43015959
4600029	43015568	43015967
4601203	43015576	43015975
4601238	43015584	43015983
41483030	43015592	43015991
42980303	43015606	43016009
43015215	43015614	43016017
43015223	43015622	43016025
43015231	43015631	43016033
43015240	43015649	43016041
43015258	43015657	43016050
43015266	43015665	43016068
43015274	43015673	43016076
43015282	43015681	43016084
43015291	43015690	43016092
43015304	43015703	43016106
43015312	43015711	43016114
43015321	43015720	43016122
43015339	43015738	43016131
43015347	43015746	43016149
43015355	43015754	43016157
43015363	43015762	43016165
43015371	43015771	43016173

Property ID
43016181
43016190
43016203
43016211
43016220
43016238
43016246
43016254
43016262
43016271
43016289
43016297
43016301
43016319
43016327
43016335
43016343
43016351
43016360
43016378
43016386
43016394
43016408
43016416
43016424
43016432
43016441
43016459
43016467
43016475
43016483
43016491
43016505
43016513
43016521
43016530
43016548
43016556
43016564
43016572

Property ID
43016581
43016599
43016602
43016611
43016629
43016637
43016645
43016653
43016661
43016670
43016688
43016696
43016700
43016718
43016726
43016734
43016742
43016751
43016769
43016777
43016785
43016793
43016807
43016815
43016823
43016831
43016840
43016858
43016866
43016874
43016882
43016891
43016904
43016912
43016921
43016939
43016947
43016955
43016963
43016971

Property ID
43016980
43016998
43017005
43017013
43017021
43017030
43017048
43017056
43017064
43017072
43017081
43017099
43017102
43017111
43017129
43017137
43017145
43017153
43017161
43017170
43017188
43017196
43017200
43017218
43017226
43017234
43017242
43017251

APPENDIX A – RETIRED FIRE STATION AND SENIOR CENTER DEMOLITION PLAN



Saginaw Fire Department

700 W McLeroy 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: September 12, 2024
RE: Retired Fire Station and Senior Center Properties

As discussed, cost estimates were solicited for demolition of the retired fire station and senior center log cabin properties to provide some options and considerations regarding future development at the site. With the likelihood of the fire station building containing asbestos, an asbestos survey was conducted that did unfortunately reveal its presence at the site primarily, but not exclusively on the admin/most southern side of the building. The fire station building will require some asbestos abatement however the log cabin is asbestos free. Below is a breakdown of the contractor provided demolition estimates.

- \$ 1,795 Asbestos survey/inspection, *completed and paid*
- \$ 10,200 Asbestos consulting providing project specs/planning, project management, required air monitoring and compliance assurance with the multiple abatement regulations and regulatory authorities
- \$ 44,000 Asbestos demo and site removal
- \$ 263,200 Building-site demo down to natural state
 - \$ 29,980 Senior center building demo/removal
 - \$ 96,335 Fire station building demo/removal
 - \$ 86,470 Site paving demo/removal
 - \$ 41,700 Site stabilization
 - \$ 8,700 Payment & performance bonds
- \$ 5,000 Oncor removal of overhead power utility lines and poles across the property – required for demolition to occur
- \$ 324,195 Total**

This essentially scrapes the site down to dirt grade level, includes safety fencing, erosion and stormwater runoff control, addresses regulatory compliance and reporting, hydro mulching of the clean site with temporary irrigation until turf established, contractor(s) insurance, and payment and performance bonds.

Page 1 of 2

Items for consideration:

- Cost of this work will be borne by either the city, if the city were to choose to proceed with demo, or the eventual developer or occupant
- The city moving forward with or completing the demo has the potential to make the site more appealing to interested projects or development
- Having the site already cleared has the potential to expedite any future project or development by forgoing the time for demo and the redundancy of the demo surveys/quotes the city has completed
- The more complex, time consuming or scheduling challenged tasks could be undertaken by the city with the actual building demolition left for the developer or occupant. This could include the Oncor and asbestos abatement work.
- The growing mold issue, roof leaks and general deterioration and appearance of the fire station building could force the city to have to move forward on partial or the whole of demolition activities before an eventual project or development is chosen or underway. The access by persons has been restricted due to the mold hazard.
- There is a considerable amount of vagrant traffic along that area of Saginaw Boulevard and particularly around the fire station property. The longer the buildings remain standing vacant the greater the potential for vagrant access into the buildings.

The cost to the city to tackle the demolition is substantial but as highlighted it could provide enticement to development of a project the city has been seeking and potentially at a quicker pace than would otherwise occur with the initial hurdle of demolition.

APPENDIX B – E. MCLEROY BLVD PROJECT COSTS PROJECTION

City of Saginaw
Preliminary Roadway Project Cost Projection

Kimley-Horn and Associates, Inc.
 Updated: 5/17/2018

Project Information:		Description:
Name:	E. McLeroy Blvd (Western Center Ex)	PRELIMINARY Opinion of Probable Construction Cost for proposed 4 lane divided minor arterial roadway - NO DESIGN COMPLETED
Limits:	S Curve to FM 156	
Class:	M4D	
Length (lf):	1,900	

Roadway Construction Cost Projection				
No.	Item Description	Quantity	Unit	Item Cost
103	Unclassified Street Excavation	6,333	cy	\$ 221,667
203	8" Lime Stabilization (with Lime @ 48#/sy)	12,244	sy	\$ 244,889
303	9" Concrete Pavement	11,400	sy	\$ 1,254,000
403	5' Concrete Sidewalk	19,000	sf	\$ 190,000
404	Concrete Driveway Approach	12	ea	\$ 90,000
701	Turn Lanes and Median Openings	3,000	sy	\$ 375,000
Paving Construction Cost Subtotal:				\$ 2,375,556
Major Construction Component Allowances:				
Item Description	Notes	Allowance	Item Cost	
<input checked="" type="checkbox"/> Mobilization		10%	\$	237,556
<input checked="" type="checkbox"/> Site Preparation		5%	\$	118,778
<input checked="" type="checkbox"/> Traffic Control		5%	\$	118,778
<input checked="" type="checkbox"/> Pavement Markings/Markers		3%	\$	71,267
<input checked="" type="checkbox"/> Roadway Drainage	Standard Internal System	35%	\$	831,444
<input type="checkbox"/> Special Drainage Structures				
<input checked="" type="checkbox"/> Traffic Signals - Permanent	Signal at FM 156 - Adjustments		\$	150,000
<input checked="" type="checkbox"/> Water	Adjustments	5%	\$	118,778
<input checked="" type="checkbox"/> Sewer	12" Sanitary Sewer		\$	800,000
<input checked="" type="checkbox"/> Landscaping (Basic)	Median and Parkway hydroseed	5%	\$	118,778
<input type="checkbox"/> Landscaping (Special)	None Anticipated	0%	\$	-
<input type="checkbox"/> Irrigation	None Anticipated	0%	\$	-
<input checked="" type="checkbox"/> Illumination		6%	\$	142,533
<input type="checkbox"/> Franchise Utilities	No Cost to City Anticipated	0%	\$	-
<input checked="" type="checkbox"/> Other:	Pavement Tie-In Transitions		\$	200,000
Allowance Subtotal:				\$ 2,907,911
Paving and Allowance Subtotal:				\$ 5,283,467
Construction Contingency:				20% \$ 1,056,533
Construction Cost TOTAL:				\$ 6,340,000

Project Cost Summary				
Item Description	Notes:	Start Year	Allowance	Item Cost
Construction:			-	\$ 6,340,000
Inflation Contingency		2028	12%	\$ 710,000
Engineering, Geotech, Survey, Bidding, CCA			15%	\$ 950,000
ROW/Easement Acquisition:	New Roadway Alignment (100' x 1,900)			\$ 2,000,000
Project Cost TOTAL:				\$ 10,000,000

The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Engineer at this time and represent only the Engineer's judgment as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

City of Saginaw
Preliminary Roadway Project Cost Projection

Project Information:		Description:
Name:	E. McLeroy Blvd Ph. 2b	PRELIMINARY Opinion of Probable Construction Cost for proposed collector-grade roadway - NO DESIGN COMPLETED
Limits:	Spring Hollow Dr to Lavonne Ln	
Class:	M4D	
Length (lf):	3,300	

Roadway Construction Cost Projection					
No.	Item Description	Quantity	Unit	Unit Price	Item Cost
103	Unclassified Street Excavation	11,000	cy	\$ 35.00	\$ 385,000
203	8" Lime Stabilization (with Lime @ 48#/sy)	21,267	sy	\$ 20.00	\$ 425,333
303	9" Concrete Pavement	19,800	sy	\$ 110.00	\$ 2,178,000
403	5' Concrete Sidewalk	33,000	sf	\$ 10.00	\$ 330,000
404	Concrete Driveway Approach	25	ea	\$ 7,500.00	\$ 187,500
405	Median Openings and Turn Lanes	2,409	sy	\$ 125.00	\$ 301,125
Paving Construction Cost Subtotal:					\$ 3,806,958

Major Construction Component Allowances:				
Item Description	Notes	Allowance	Item Cost	
<input checked="" type="checkbox"/> Mobilization		10%	\$	380,696
<input checked="" type="checkbox"/> Site Preparation		5%	\$	190,348
<input checked="" type="checkbox"/> Traffic Control		8%	\$	304,557
<input checked="" type="checkbox"/> Pavement Markings/Markers		3%	\$	114,209
<input checked="" type="checkbox"/> Roadway Drainage	Standard Internal System	25%	\$	951,740
<input checked="" type="checkbox"/> Special Drainage Structures	Major Storm Crossing		\$	500,000
<input type="checkbox"/> Traffic Signals - Permanent			\$	-
<input type="checkbox"/> Traffic Signals - Temporary			\$	-
<input checked="" type="checkbox"/> Water	Minor Adjustments	3%	\$	114,209
<input checked="" type="checkbox"/> Sewer	Minor Adjustments	3%	\$	114,209
<input checked="" type="checkbox"/> Landscaping (Basic)	Median and Parkway hydroseed	5%	\$	190,348
<input checked="" type="checkbox"/> Landscaping (Special)	Trees in Median	5%	\$	190,348
<input type="checkbox"/> Irrigation	None Anticipated	0%	\$	-
<input checked="" type="checkbox"/> Illumination		6%	\$	228,418
<input type="checkbox"/> Franchise Utilities	No Cost to City Anticipated	0%	\$	-
<input type="checkbox"/> Other:				
Allowance Subtotal:			\$	3,279,080
Paving and Allowance Subtotal:			\$	7,086,038
Construction Contingency: 20%			\$	1,413,962
Construction Cost TOTAL:			\$	8,500,000

Project Cost Summary				
Item Description	Notes:	Start Year	Allowance	Item Cost
Construction:			-	\$ 8,500,000
Engineering, Geotech, Survey, Bidding, CCA			15%	\$ 1,300,000
ROW/Easement Acquisition:			12%	\$ 1,020,000
Inflation Contingency:				\$ -
Project Cost TOTAL:				\$ 10,800,000

The Engineer has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Engineer at this time and represent only the Engineer's judgment as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.



City Council Memorandum

C. PUBLIC HEARING--Consideration and Action Regarding Approval of Ordinance No. 2025-07 Amending Certain Project Costs of Reinvestment Zone No. 1, City of Saginaw, Texas , and Approving the Amended and Restated Final Project and Finance Plan for Reinvestment Zone No. 1, City of Saginaw, Texas.

Meeting	Agenda Group
Tuesday, April 1, 2025, 6:00 PM	Public Hearings Item: 4C.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

City Council will discuss amending the TIRZ ordinance, "Project Cost and Project Plan".

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

N/A

Attachments

[Ordinance No. 2025-07.pdf](#)

CITY OF SAGINAW, TEXAS

ORDINANCE NO. 2025-07

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAGINAW, TEXAS, AMENDING THE PROJECT COSTS OF REINVESTMENT ZONE NUMBER ONE, CITY OF SAGINAW, TEXAS; APPROVING AN AMENDED AND RESTATED FINAL PROJECT AND FINANCE PLAN FOR REINVESTMENT ZONE NUMBER ONE, CITY OF SAGINAW, TEXAS; MAKING CERTAIN FINDINGS; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN IMMEDIATE EFFECTIVE DATE.

WHEREAS, the City of Saginaw, Texas (the “City”), pursuant to Chapter 311 of the Texas Tax Code, as amended (the “Act”), may designate a geographic area within the City as a tax increment reinvestment zone if the area satisfies the requirements of the Act; and

WHEREAS, pursuant to and as required by the Act, the City Council of the City (the “City Council”) prepared a *Reinvestment Zone Number One, City of Saginaw, Texas, Preliminary Project and Finance Plan* (the “Preliminary Project and Finance Plan”) for Reinvestment Zone Number One, City of Saginaw, Texas (“TIRZ No. 1”); and

WHEREAS, on November 2, 2021, the City Council approved the Preliminary Project and Finance Plan by Ordinance No. 2021-24 creating: (i) TIRZ No. 1 (the “Creation Ordinance”), containing approximately 295.44 acres, and (ii) the board of directors for TIRZ No. 1 (the “Board”); and

WHEREAS, on November 16, 2021, the City Council approved Ordinance No. 2021-27 which approved the *Reinvestment Zone Number One, City of Saginaw, Texas, Final Project and Finance Plan* (the “Final Project and Finance Plan”); and

WHEREAS, on March 1, 2022, Tarrant County (the “County”) agreed to participate in TIRZ No. 1 by approving a participation agreement; and

WHEREAS, on June 21, 2022, Tarrant County College District (the “College”) agreed to participate in TIRZ No. 1 by approving a participation agreement: and

WHEREAS, pursuant to Section 311.011(e) of the Act, the City may amend the estimated project costs of TIRZ No. 1, including adding to or removing projects costs from TIRZ No. 1, subject to the requirements of the Act; and

WHEREAS, the Board has determined it is in the best interest of the City to amend the total estimated project costs for TIRZ No. 1 (the “Amended Projects”), as further described in

Section 7 of the *Reinvestment Zone Number One, City of Saginaw, Texas, Amended and Restated Final Project and Finance Plan* (the “Amended Plan”), attached hereto as **Exhibit A** for all purposes; and

WHEREAS, a notice of public hearing on amending TIRZ No. 1 was published in the Fort Worth Star-Telegram, a newspaper of general circulation within the City, on March 21, 2025, which date is not later than the seventh (7th) day prior to the public hearing held on April 1, 2025; and

WHEREAS, on April 1, 2025, the City Council held a public hearing on the following: (i) amending the project costs for TIRZ No. 1, and (ii) considering the approval of the Amended Plan; and

WHEREAS, at the public hearing on April 1, 2025, interested persons were allowed to speak for or against the Amended Projects in TIRZ No. 1, the Amended Plan, and the concept of tax increment financing; and

WHEREAS, the City has taken all actions required to amend TIRZ No. 1 including, but not limited to, all actions required by the Act, the Texas Open Meetings Act, and all other laws applicable to the amendment of TIRZ No. 1; and

WHEREAS, on April 1, 2025, the Board recommended approval of the Amended Plan, a copy of which is attached hereto as **Exhibit A** for all purposes; and

WHEREAS, pursuant to Section 311.011(d), Texas Tax Code, the City Council finds that the Amended Plan is feasible.

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

SECTION 1. RECITALS.

That the recitals, findings, and determinations contained in the preamble to this Ordinance are incorporated into the body of this Ordinance as if fully set forth in this Section and are hereby found and declared to be true and correct legislative findings and are adopted as part of this Ordinance for all purposes.

SECTION 2. PROJECT COSTS AMENDMENT.

That the City Council does hereby amend the total estimated project costs of TIRZ No. 1, as further described in the Amended Plan attached hereto as **Exhibit A** and incorporated herein for all purposes.

SECTION 3. AMENDED PLAN.

That the City Council does hereby approve the Amended Plan, a copy of which is attached

hereto as **Exhibit A** and incorporated herein for all purposes.

SECTION 4. PROVISIONS CUMULATIVE

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

SECTION 5. SEVERABILITY.

That if any provision, section, subsection, sentence, clause or phrase of this Ordinance, or the application of same to any person or set of circumstances, is for any reason held to be invalid, the validity of the remaining provisions of this Ordinance or their application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the City Council in adopting this Ordinance that no provision of this Ordinance shall become inoperative because of the invalidity of another provision; and, therefore, all provisions of this Ordinance are declared severable for that purpose.

SECTION 6. EFFECTIVE DATE.

This Ordinance shall take effect immediately upon its passage in accordance with the Charter of the City, as provided by law.

PASSED, AND APPROVED ON THIS THE 1st DAY OF APRIL 2025.

Mayor Todd Flippo

ATTEST:

Vicky Vega, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Bryn Meredith, City Attorney

Exhibit A

**Reinvestment Zone Number One, City of Saginaw, Texas,
Amended and Restated Final Project and Finance Plan**

[Remainder of page intentionally left blank.]



City Council Memorandum

**A. Consideration and Action Regarding Approval of Proposed Employee Suggestion Program
Submittal/Recommendation -- Doug Spears, Fire Chief - Melanie McManus, Human Resources Director**

Meeting	Agenda Group
Tuesday, April 1, 2025, 6:00 PM	Business Item: 5A.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

In order to enhance customer service through employee driven innovation and both recognize and reward that innovation, an employee suggestion program was created and approved by City Council. Staff is proud the present the first submitted suggestion for consideration. The program was submitted, approved for implementation, reviewed by the five member Employee Suggestion Review Committee and the City Manager and is being brought forward for your review and approval.

The program is the door hangar program introduced and implemented by the Code Compliance Department. The program has proven successful and is a great example of what the employee suggestion program was created to achieve. Staff responsible for the program are Chief Building Official Larry Little, Code Compliance Manager Jeremy Roberson, Code Compliance Officer Michelle Emmett and Permit and Customer Service Supervisor Debra Thomas.

An overview of the program is provided as an attachment. Also attached is the completed suggestion form, a brief statement about of the program from Code Compliance Manager Roberson, and an image of the door hangar. Staff were interviewed by the Review Committee about the program and the benefits. The result is the the recommendation before you tonight. Bldg/Code Compliance staff are prepared to provide a brief overview of the program and the realized benefits and answer any questions.

FINANCIAL IMPACT:

Award range is from \$25 to a maximum of \$5000 for documented net savings per Suggestion Program Policy

RECOMMENDATION:

Staff is recommending approval of the monetary award in the amount designated based on the approval and recommendation of the Employee Suggestion Review Committee.

Attachments

[Employee Suggestion Program Overview and Form - 12-05-23.pdf](#)

[Employee Suggestion Program Submittal - Code Compliance Door Hangars.pdf](#)

[Code Compliance Door Hangar.pdf](#)

CITY OF SAGINAW EMPLOYEE SUGGESTION PROGRAM

The purpose of the Employee Suggestion Program is to improve the way we do business and recognize City employees for their positive efforts in the form of suggestions to reduce expenditures, increase revenue, productivity, and efficiency, and improve departmental services and service to the citizens of the City of Saginaw.

This program is subject to the availability of funds in the budget.

Eligibility to Participate

All employees of the City of Saginaw, both regular full-time and part-time, are eligible to participate and receive cash awards if the suggestion is implemented, except for the following:

- City Manager
- Assistant City Manager
- Department Heads
- Temporary Part-Time Employees
- Seasonal Employees

Two or more employees may submit an idea as a team. The award will be divided equally among the team members.

Definition

Suggestion: The idea will need to clearly outline how the suggestion will improve job performance and/or provide cost savings. Successful suggestions will include adequate detail and data, as well as pictures and sketches if needed. Suggestions indicating the need for change or improvements without suggesting how to make the change or improvement would not be a valid suggestion under this program.

Objective

The objectives of the employee suggestion program are:

- To stimulate and reward employees for initiative and creativity that leads to a reduction in operating costs.
- To provide a means for recognizing individual ideas and contributions to the City.
- To provide an opportunity to simplify work methods and operations and to improve services, safety, and health.
- To improve service to the citizens of the City of Saginaw.

Eligible Suggestions

- Improve service to our citizens
- Save time, materials, or cost
- Improve a procedure
- Improve safety conditions for the employees
- Improve tools and/or equipment
- Eliminate unnecessary processes
- Simply reduce or eliminate reports and forms

Ineligible Suggestions

- Call attention to a problem but offer no solution.
- Normal maintenance unless it solves a maintenance problem.
- Salary adjustments or job reclassifications.
- Suggestions that are within the scope of the employee's job responsibilities.
- Recommendations to use or purchase a specific product or brand.

How to Submit

- All suggestions must be submitted using an Employee Suggestion Program Form.
- Describe the specific problem, concern, or issue and provide a workable solution.
- Supply as much detail as possible and include examples or attachments to validate your idea.
- Describe how the City will benefit from your suggestion. An eligible suggestion should generate cost savings, revenue enhancements, or process improvements that positively impact City operations and services.
- Sign and date the form. If a suggestion has more than one suggester, each must sign the form.
- Submit it to your department head for review and signature.
- Send the completed form along with any attachments to the Human Resources Department.

Employee Suggestion Review Committee Appointment

- This committee would be nominated by department heads and appointed by the City Manager and would consist of five members from various departments.
- This committee will meet as needed.

Employee Suggestion Review Committee Responsibilities

- The Suggestion Review Committee evaluates the suggestion and the information submitted with the suggestion concerning its impact on departments. The Suggestion Review Committee will discuss the suggestion with the appropriate department head for additional input and consideration.
- The Suggestion Review Committee makes a recommendation on the suggestion and submits the suggestion along with their recommendation to the City Manager for review and comments, as well as a recommendation on implementation or rejection.
- If recommended for implementation by the City Manager, the Suggestion Review Committee then determines the award and recognition.
- Savings and revenues will be verified by the Finance Director.
- Award amounts will be recommended by the Suggestion Review Committee.
- The award recommendation brought to City Council for review and approval.

Award Details

- Depending on the type of suggestion and its benefit to the City (i.e., tangible or intangible), the Suggestion Program Committee may recommend that one or more types of awards or recognition be granted to the employee. These may include certificates or recognition, plaques, gift certificates, or monetary awards. Awards will range from \$25 to a maximum of \$5000 for documented net savings. Awards for suggestions that are of intangible value are determined according to their impact on City operations and can range from \$25 to \$1500. No monetary award will be made until the actual cost savings or other tangible benefits to the City have been verified.
- Awards for suggestions with verifiable monetary value will be 10% of the first year's net savings or net increase in revenue, up to a maximum of \$5000. The total cost to implement a suggestion is subtracted from the gross savings to determine the net savings.
- Some awards can be paid promptly after the implementation of the suggestion; however, others must wait until the first year's net savings can be calculated. Every circumstance is different.
- If duplicate suggestions are received, the one bearing the earliest receipt shall be eligible for an award, and all others shall be ineligible.
- Joint suggestions by a group of employees are welcome. The amount of the award shall be prorated among those employees making the suggestion.

EMPLOYEE SUGGESTION PROGRAM FORM

If more space is needed than provided on this form, attach additional sheets as needed to clearly detail your suggestion.

Employee Name *	
Department	
Job Title	
Email	
Phone	

*If this is a team effort list all members of the team on the form.

State the problem, concern or issue that is being addressed:

Describe your proposed solution: Attach examples, photos, data as needed to explain.

Benefits from your suggestion: An eligible suggestion should generate costs savings, revenue enhancements or process improvements that positively impact City operations and services to the citizens.

Monetary Savings	Citizen Service Improvement	Process Improvement
Revenue Enhancement	Time Savings	Other:

Employee(s) Signature

Please submit to your department head for review. Additional information may be requested.

Department Head Signature

EMPLOYEE SUGGESTION PROGRAM FORM

If more space is needed than provided on this form, attach additional sheets as needed to clearly detail your suggestion.

Employee Name *	JEREMY ROBERSON
Department	CODE COMPLAINEE
Job Title	CODE COMPLIANCE MANAGER
Email	jroberson@saginawtx.org
Phone	817-230-0456

*If this is a team effort list all members of the team on the form.

State the problem, concern or issue that is being addressed:

DOOR HANGER IDEA WAS INITIATED DUE TO SUPPLYS AND RISE IN COST.

RESIDENTS RECEIVING THE NOTICE(S) SEVERAL DAYS AFTER THE OBSERVATION.

RESIDENTS STATING THEY FEEL AS IF THEY ARE A BEING SINGLED OUT, PICKED ON OR TARGETED.

LESS PRODUCTIVITY TIME FOR STAFF.

Describe your proposed solution: Attach examples, photos, data as needed to explain.

DOOR HANGERS PRINTED IN OFFICE.

THE DOOR HANGERS ARE MORE OF A PUBLIC RELATIONS ACTION.

THE RESIDENTS CAN PHYSICALLY SEE THAT OTHER PROPERTIES HAVE BEEN OBSERVED IN VIOLATION AS WELL.

THE DOOR HANGER IS A QUICKER RESPONSE TO CORRECTION DUE TO ERRORS IN MAIL SYSTEM.

RESIDENT RECEIVING THEIR NOTICES A COUPLE OF DAYS BEFORE THE DEADLINE FOR CORRECTION.

MORE TIME EFFICIENT FOR STAFF.

EFFECTIVE WAY TO SAVE CITY MONEY AS POSTAL RATES RISE.

Benefits from your suggestion: An eligible suggestion should generate costs savings, revenue enhancements or process improvements that positively impact City operations and services to the citizens.

Monetary Savings	Citizen Service Improvement	Process Improvement
Revenue Enhancement	Time Savings	Other:

Employee(s) Signature

Please submit to your department head for review. Additional information may be requested.

Doug Spears
Department Head Signature

Debra Thomas
Building Department
Permit + Customer Service Supervisor
dthomas@saginawtx.org
817-230-0453

Michelle Emmett
Code Compliance
memmette@saginawtx.org
817-230-0443

Doug Spears

From: Jeremy Roberson
Sent: Tuesday, September 3, 2024 9:15 AM
To: Doug Spears
Cc: Larry Little
Subject: Code Compliance door hangers.

Chief, the door hangers were brought to attention due to residents feeling that they were being singled out. Also feel as they were not being treated fairly. Larry, myself along with Michelle and Debra discussed ways to improve communications with the citizens and possibly an effective way to save the city money. Thoughts are that residents would be able to physically see that other properties are being notified as well for different violations as well. Door hangers are more of a public relation perspective as hopefully residents feel that Code Compliance is approachable for discussions and or education on site in person than over the phone. Another thought was the cost of mail continues to go up in cost. With cost being mentioned the door hangers are printed in office. Also residents had stated several times that the letter received are just thrown into the trash due to them thinking this junk mail. Since the door hangers have been in motion I have received some good feedback from residents they were notified with this method. This will also be more time efficient for the staff. This being said previously Code Compliance staff would drive streets and take pictures of violations. This was easy for staff to have 2 or 3 pages of violations and having to enter in the computer the following day as well as make notices which could take up to 3-5 mins per letter. This being said staff would spend the majority of the following day in the office entering details and case data instead of out on patrol.

Appreciate the acknowledgment sir!

Thank you,

Jeremy Roberson
Code Compliance Manager
City of Saginaw
PO Box 79070
Saginaw, TX 76179
DESK:817.230.0456
CELL:817.584.8729
jroberson@saginawtx.org



CITY OF SAGINAW
WARNING NOTICE
(This is not a citation)

SAGINAW CITY CODE

CHAPTER – ARTICLE – SECTION

- ☐ 30–VII–30-175 Illicit Discharge
- ☐ 30–IX–30-240 Outside Storage
- ☐ 42 – II – 42.33 Nuisance
- ☐ 42 – II – 42-37 Overgrown grass, weeds, brush

APPENDIX A -ZONING ORDINANCE
SECTION

- ☐ Sec. 8-9 Blocking Sidewalk
- ☐ Sec. 8-9 Off-Street Parking

INTERNATIONAL PROPERTY
MAINTENANCE CODE

CHAPTER – SECTION

- ☐ 3-302.8 Inoperable Motor Vehicle
- ☐ 3-304.1 Exterior Structure

Other-- _____

Date_____

For questions, please contact:

- ☐ Jeremy Roberson: 817.230.0456
jroberson@saginawtx.org
- ☐ Michelle Emmet: .817.230.0443
memmett@saginawtx.org



CITY OF SAGINAW
WARNING NOTICE
(This is not a citation)

SAGINAW CITY CODE

CHAPTER – ARTICLE – SECTION

- ☐ 30–VII–30-175 Illicit Discharge
- ☐ 30–IX–30-240 Outside Storage
- ☐ 42 – II – 42.33 Nuisance
- ☐ 42 – II – 42-37 Overgrown grass, weeds, brush

APPENDIX A -ZONING ORDINANCE
SECTION

- ☐ Sec. 8-9 Blocking Sidewalk
- ☐ Sec. 8-9 Off-Street Parking

INTERNATIONAL PROPERTY
MAINTENANCE CODE

CHAPTER – SECTION

- ☐ 3-302.8 Inoperable Motor Vehicle
- ☐ 3-304.1 Exterior Structure

Other-- _____

Date_____

For questions, please contact:

- ☐ Jeremy Roberson: 817.230.0456
jroberson@saginawtx.org
- ☐ Michelle Emmet: .817.230.0443
memmett@saginawtx.org



CITY OF SAGINAW
WARNING NOTICE
(This is not a citation)

SAGINAW CITY CODE

CHAPTER – ARTICLE – SECTION

- ☐ 30–VII–30-175 Illicit Discharge
- ☐ 30–IX–30-240 Outside Storage
- ☐ 42 – II – 42.33 Nuisance
- ☐ 42 – II – 42-37 Overgrown grass, weeds, brush

APPENDIX A -ZONING ORDINANCE
SECTION

- ☐ Sec. 8-9 Blocking Sidewalk
- ☐ Sec. 8-9 Off-Street Parking

INTERNATIONAL PROPERTY
MAINTENANCE CODE

CHAPTER – SECTION

- ☐ 3-302.8 Inoperable Motor Vehicle
- ☐ 3-304.1 Exterior Structure

Other-- _____

Date_____

For questions, please contact:

- ☐ Jeremy Roberson: 817.230.0456
jroberson@saginawtx.org
- ☐ Michelle Emmet: .817.230.0443
memmett@saginawtx.org



CITY OF SAGINAW
WARNING NOTICE
(This is not a citation)

SAGINAW CITY CODE

CHAPTER – ARTICLE – SECTION

- ☐ 30–VII–30-175 Illicit Discharge
- ☐ 30–IX–30-240 Outside Storage
- ☐ 42 – II – 42.33 Nuisance
- ☐ 42 – II – 42-37 Overgrown grass, weeds, brush

APPENDIX A -ZONING ORDINANCE
SECTION

- ☐ Sec. 8-9 Blocking Sidewalk
- ☐ Sec. 8-9 Off-Street Parking

INTERNATIONAL PROPERTY
MAINTENANCE CODE

CHAPTER – SECTION

- ☐ 3-302.8 Inoperable Motor Vehicle
- ☐ 3-304.1 Exterior Structure

Other-- _____

Date_____

For questions, please contact:

- ☐ Jeremy Roberson: 817.230.0456
jroberson@saginawtx.org
- ☐ Michelle Emmet: .817.230.0443
memmett@saginawtx.org



City Council Memorandum

B. Consideration and Action Regarding Bid Award for the Valve Replacement Program--Randy Newsom, Director of Public Works

Meeting	Agenda Group
Tuesday, April 1, 2025, 6:00 PM	Business Item: 5B.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

The City of Saginaw is accepting sealed bids for the Valve Replacement Project for multiple locations in Saginaw, that need to be repaired and renovated.

The bid opening is set for April 01, 2025 at 9:00 am at City Hall, 333 W. McLeroy Blvd.

Below are the items in need of repair:

- Anderson St. & Hampshire St.--5x16 asphalt repair
- Thompson Dr & Wofford Way--5x5 sidewalk patch
- Wofford Way & Opal St.--8x4 sidewalk repair with 9' of curb attached
- Southern & Wofford--Install 6" valve in the street
- Palomino Dr. & Hampshire St.--7x26 sod or seed Bermuda
- 820 Hampshire St.-- 7x9 asphalt patch
- Hialeah & Thompson Dr--11' of curb and gutter along with 6" valve replacement
- Park Center Ct.--6" valve replacement in the street

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

City Staff will review and evaluate the received bids and make a recommendation to the "City Council" at the meeting on Tuesday, April 01, 2025 at 6:00 PM.

Attachments

[Valve Replacement Bid Proposal - 4-1-2025.pdf](#)

BID SPECIFICATIONS

Valve replacement

SECTION 1.
PURPOSE

The City of Saginaw is accepting sealed bids for valve replacement (hereinafter the "Project") at multiple locations (hereinafter described). These bid specifications set forth certain instructions, terms, and conditions that repair and/or renovation of the Property. A bidder submitting a bid on the Project will certify by signing the attached Bid Proposal Form that the bidder has read the provisions contained herein and that the bidder agrees that the provisions will be strictly enforced in all respects.

SECTION 2.
DESCRIPTION OF PROPERTY

The "Property" consists of the following parcel of real property and the improvements thereon:

Multiple locations

SECTION 3.
INSTRUCTIONS TO BIDDERS

3.01 Pre-Bid Visit. All bidders wishing to visit the property may do so, but must notify the City of Saginaw in advance by calling Water/Wastewater Superintendent at 817-230-0553. Please address any questions concerning this bid to Mr. Martinez.

3.02 Preparation of Bids:

- A. General. Bids are due Tuesday, April 01, 2025 at 9:00 AM (CST). Bids must be signed and submitted in a sealed envelope and clearly marked as follows: "VALVE REPLACEMENT – 333 West McLeroy Blvd." All bids must be submitted with the Bid Proposal Form, attached hereto as Exhibit A. If more space is needed in addition to what is provided on the Bid Proposal Form, the bidder may attach further documentation.

- B. Project Description. The City of Saginaw desires the Property be repaired and renovated. Below are items in need of repair.

Line items for the valve contract

- 5x16 asphalt repair – Anderson and Hampshire
- 5x5 sidewalk patch – Thompson and Wofford
- 8x4 sidewalk repair with 9' of curb attached – Wofford and opal
- Install 6" valve in the street - Southern and Wofford
- 7x26 sod or seed Bermuda – Palomino and Hampshire
- 7x9 Asphalt patch 820 Hampshire
- 11' of curb and gutter along with 6" valve replacement – Hialeah and Thompson
- 6" valve replacement in the street - park center ct

Please account for flowable fill and backfill material in bid

3.03 Receipt and Opening of Bids. Sealed bids are to be submitted to and received at City Hall, 333 West McLeroy Blvd., on or before April 01, 2025, at 9:00 AM (CST) in accordance with applicable State law. These bids will be opened in accordance with applicable State law.

3.04 Evaluation and Bid Award. After the deadline for bids, City staff will review and evaluate the received bids and make recommendations to the City Council. Bidders whose bids will not be recommended by City staff for consideration for a bid award will be notified as soon as possible of that evaluation result. In order for a bid to be awarded, City Council must officially award the bid. The City, in its sole discretion, may elect not to accept any bid, and may reject any and all bids. The bidder submitting the awarded bid may be referred to hereafter as the "Contractor."

3.05 Lowest Responsible Bidder. The City Council will award the bid that is determined to lowest responsible bidder. In accordance with Chapter 2269 of the Texas Government Code, the City Council will evaluate the following factors in determining which bidder is the lowest responsible bidder:

- A. the price of the bid;
- B. the potential Contractor's experience and reputation;

- C. the quality of the potential Contractor's goods or services;
- D. the impact on the ability of the City to comply with rules relating to historically underutilized businesses (if applicable);
- E. the potential Contractor's safety record;
- F. the potential Contractor's proposed personnel; and
- G. whether the potential Contractor's financial capability is appropriate to the size and scope of the project.

SECTION 4. GENERAL TERMS AND CONDITIONS

- 4.01 Amendment. The City reserves the right to waive, delete or amend any of the requirements connected with this bidding process.
- 4.02 Rejection of Bids. The City Council reserves the right to reject any or all bids at any time. The City reserves the right to adopt the most advantageous interpretation of the Bids submitted in the case of ambiguity or lack of clearness in stating bid prices, to reject any or all Bids, and/or waive formalities.
- 4.03 WAIVER OF CLAIMS. BY SUBMITTING A BID, EACH BIDDER AGREES TO WAIVE AND DOES HEREBY WAIVE ANY CLAIM THE BIDDER HAS OR MAY HAVE AGAINST THE CITY OF SAGINAW, TEXAS, AND THE CITY'S RESPECTIVE OFFICERS, OFFICIALS, EMPLOYEES, AND REPRESENTATIVES, IN BOTH THEIR OFFICIAL AND PRIVATE CAPACITIES, FOR THE AWARD OF DAMAGES OR ATTORNEY FEES, ARISING OUT OF OR IN CONNECTION WITH THE ADMINISTRATION, EVALUATION, OR RECOMMENDATION OF ANY BID, WAIVER, DELETION OR AMENDMENT OF ANY REQUIREMENTS UNDER THESE BID SPECIFICATIONS, ACCEPTANCE OR REJECTION OF ANY BIDS, AND AWARD OF THE BID. BY SUBMITTING A BID, THE BIDDER SPECIFICALLY WAIVES ANY RIGHT TO RECOVER OR BE PAID ATTORNEY FEES FROM THE CITY OF SAGINAW, TEXAS, OR ANY OF THE CITY'S EMPLOYEES AND REPRESENTATIVES UNDER ANY OF THE PROVISIONS OF THE TEXAS UNIFORM DECLARATORY JUDGMENTS ACT (TEXAS CIVIL PRACTICE AND REMEDIES CODE, SECTION 37.001, ET. SEQ., AS AMENDED). THE BIDDER ACKNOWLEDGES AND AGREES THAT THIS IS THE INTENTIONAL RELINQUISHMENT OF A PRESENTLY EXISTING KNOWN RIGHT AND THAT THERE IS NO DISPARITY OF BARGAINING POWER BETWEEN THE BIDDER AND THE CITY OF SAGINAW, TEXAS.
- 4.04 Acknowledgment. By execution and submission of this bid, the bidder hereby represents and warrants to the City of Saginaw that the bidder has read and understands these Bid Specifications and that the bid is made in accordance with the terms stated

herein. Bidder acknowledges that it understands all terms herein, which include the waiver provisions, and that it had the right to consult with counsel regarding all applicable documents.

- 4.05 Agreement. Upon award of bid to Contractor, the terms and conditions of these Bid Specifications will become incorporated into this agreement between the City and Contractor.
- 4.06 Selected Contractor will be required to pay the prevailing wage rates established for this Project in accordance with the Contract Documents and Tex. Gov't Code Chapter 2258.
- 4.07 Maintenance, performance, and payment bonds will be required for this Project.

Exhibit A

Bid Proposal Form

The Undersigned Bidder proposes to complete the work as listed in the Proposed Locations and described in the specifications for the following prices:

Scope of Work: See Section 3.02 "Preparation of Bids" Article "B"

DESCRIPTION	BID
Valve replacement	
Street cut and Replacement	
Restoring any disturbed property during scope of work	
Traffic control	
Mobilization	
Backfill	
TOTAL BID	

I hereby certify I have read the City of Saginaw's BID SPECIFICATIONS for the Property and I understand the provisions contained therein shall be strictly enforced.

(Bidder Name)

(Address)

(Bidder Signature)

(Telephone)

(If bidding for business, state your title)

(Email)

(Date)