



City of Saginaw
Recreation and Parks Advisory Board
Meeting Agenda

Monday, June 23, 2025, 6:00 PM
Council Chamber
333 West McLeroy Boulevard
Saginaw, Texas 76179

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

1. Call to Order

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

2. Business

- 2.A. Discussion and Action Regarding the Adoption of the 2025-2026 Parks Board Donation Fund Budget -- Maria Hernandez, Planning Tech
- 2.B. Discussion and Action Regarding the 2025 Train & Grain Ride Sponsorship
- 2.C. Discussion and Action Regarding the Expansion of a Parking Lot at Willow Creek Park -- Assistant Public Works Director, Jarred Coursey

3. Staff Reports

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

4. Adjournment

- 4.A. Adjournment

Date Posted: _____ Time: _____ By: _____

Date Retrieved: _____ Time: _____ By: _____

Date Posted: June 12, 2025



City of Saginaw

Parks Advisory Board Memorandum

A. Call to Order -- Chairman Weaver

Meeting	Agenda Group
Monday, June 23, 2025, 6:00 PM	Call to Order Item: 1A.
Reference File	
Community Goals	

Jane Lyon	Place No. 1	Term Expires July 1, 2025
Vacant	Place No. 2	Term Expires July 1, 2026
Adhel Torres	Place No. 3	Term Expires July 1, 2025
Liz Snow	Place No. 4	Term Expires July 1, 2026
Sylvia Rivera	Place No. 5	Term Expires July 1, 2025
Ronda Nyberg	Place No. 6	Term Expires July 1, 2026
Thomas Weaver	Place No. 7	Term Expires July 1, 2025
Ariana Escobar	1 st Alternate	Term Expires July 1, 2025
Lynn Moore	2 nd Alternate	Term Expires July 1, 2026

Attachments

[Advisory Recreation and Parks Board Member List--No Pers Info \(2024\).pdf](#)

ADVISORY RECREATION AND PARKS BOARD

Jane Lyon	Place No. 1	Term Expires July 1, 2025
Vacant	Place No. 2	Term Expires July 1, 2026
Adhel Torres	Place No. 3	Term Expires July 1, 2025
Liz Snow	Place No. 4	Term Expires July 1, 2026
Sylvia Rivera	Place No. 5	Term Expires July1, 2025
Ronda Nyberg	Place No. 6	Term Expires July 1, 2026
Thomas Weaver	Place No. 7	Term Expires July 1, 2025
Ariana Escobar	1 st Alternate	Term Expires July 1, 2025
Lynn Moore	2 nd Alternate	Term Expires July 1, 2026



City of Saginaw

Parks Advisory Board Memorandum

Audience Participation

Meeting	Agenda Group
Monday, June 23, 2025, 6:00 PM	Call to Order Item: 1B.
Reference File	
Community Goals	

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

Attachments

[Audience Participation.pdf](#)

Audience Participation

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



Parks Advisory Board Memorandum

A. Discussion and Action Regarding the Adoption of the 2025-2026 Parks Board Donation Fund Budget -- Maria Hernandez, Planning Tech

Meeting	Agenda Group
Monday, June 23, 2025, 6:00 PM	Business Item: 2A.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

Following the guidance from the Parks Board and our Financial Manager, Staff drafted an itemized budget for the yearly expenses incurred by the Parks Board Donation Fund.

With the estimated annual donation of \$84,000, staff is recommending the adoption of a yearly budget of \$81,855.00.

Please see the attached itemized budget for more details.

FINANCIAL IMPACT:

\$81,855.00

RECOMMENDATION:

Staff recommends approval and adoption of next year's budget to total to \$81,855.00.

Attachments

[FY25-26 Budget Proposal.pdf](#)

2025-2026 PARKS DONATION BUDGET

Supplies	
PW Holiday Staff Luncheon	\$1,000
Total:	\$1,000
Maintenance & Repairs -	
Perry Weather - Early Warning System	\$3,855
Total:	\$3,855
Special Programs -	
The Independence Day Celebration Event Budget	\$5,000
The Independence Day Fireworks	\$25,000
Train & Grain Sponsorship	\$10,000
Holiday Celebration Event Budget	\$5,000
Holiday Celebration Event Drone Show	\$25,000
Total:	\$70,000
Capital Outlay/Special Request -	
Tree Planting	\$5,000
Total:	\$5,000
Misc. Board Supplies -	\$2,000
Total:	\$2,000
Adopted Budget	\$81,855
Est. Annual Donations	\$84,000
Remainder	\$2,145

Descriptions:**Supplies**

Funds will be used for the annual Public Works staff luncheon.

Maintenance

Funds are to be used for the the early weather warning system approved in 23/24, with an 3% yearly increase.

Special Programs

Funds are to be used for the special events sponsored by the Parks Board. Includes the Independence Day event budget, the fireworks show, Train & Grain sponsorship, the Holiday Celebration event budget, and the holiday drone show.

Capital Outlay/Special Request

Funds are to be used for the tree planting at the parks.

Board Supplies

Discretionary funds to be used by the Board/Staff. Includes entry fees for Holiday Expo, Parks Board special project, Honorary Certificate for retired members, and supplies for the Board.



Parks Advisory Board Memorandum

B. Discussion and Action Regarding the 2025 Train & Grain Ride Sponsorship

Meeting	Agenda Group
Monday, June 23, 2025, 6:00 PM	Business Item: 2B.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

The Special Events staff is requesting the Board to sponsor four carnival rides and a rock wall for the 2025 Train & Grain event.

Please see the attached quote for further details.

FINANCIAL IMPACT:

\$9,700

RECOMMENDATION:

Staff recommends approval of the 2025 T&G ride sponsorship for no more than \$9,700.

Attachments

[T&G Ride Sponsorship Quote.pdf](#)

✓ **Quote ID# 44483496**

 **Book This Event**

 Contact Details

Name	Pedro Zambrano	Email	pzambrano@saginawtx.org
Organization	City of Saginaw	Phone	(817) 614-8146
Billing Address	333 W. McLeroy Blvd Sagianw, TX 76179	Tax Exempt	Yes



Event Details

Event Start	12:00pm Sat, Oct 11, 2025	Address	752 S Knowles Drive Saginaw, TX 76179
Event End	6:00pm Sat, Oct 11, 2025	Surface Delivery	GRASS and CONCRETE Full / Partially Staffed



Items



26' 5 PERSON ROCK WALL

1 - \$1,440.00



MIND WINDER

1 - \$2,340.00



MINI CAROUSEL RIDE

1 - \$1,690.00



PIRATE REVENGE

1 - \$1,890.00



STAR GAZER FERRIS WHEEL

1 - \$2,340.00

\$ Prices

Rentals	\$9,700.00
Subtotal	\$9,700.00
Tax	+\$0.00
Total	\$9,700.00



Parks Advisory Board Memorandum

C. Discussion and Action Regarding the Expansion of a Parking Lot at Willow Creek Park -- Assistant Public Works Director, Jarred Coursey

Meeting	Agenda Group
Monday, June 23, 2025, 6:00 PM	Business Item: 2C.
Reference File	
Community Goals	

BACKGROUND/DISCUSSION:

Staff is recommending the allocation of \$127,387.16 from the Parks Bond to fund the expansion of the parking lot located to the West of the Switchyard in Willow Creek Park. Tarrant County has agreed to build the lot and double it in size, adding an additional 82 spaces, with the condition that the City cover the cost of materials. Please see the attachment for the breakdown of material costs.

The expansion would provide additional parking spots and alleviate congestion caused by on-street parking along the streets surrounding the park.

The requested funds would only cover the cost of materials, totaling \$127,387.16

FINANCIAL IMPACT:

\$127,387.16

RECOMMENDATION:

Staff recommends the approval of the parking lot expansion at Willow Creek Park by funding the cost of materials to cost no more than \$127,387.16 and be taken from the Parks Bond.

Attachments

[Parking Lot Expansion - Cost of Materials](#)

Date: 06-05-2025

Discription: New Construct, 10" Lime @44#, 4X2 mix

Road Name	Length	Width	Square Ft	Square Yds				
W/C Parking 20	215	115	24725	2747.222222				
Product	Sq. Yards	Pounds Per Sq. Yards	Pounds	Tons			Price Per Ton	Product Total
Cement		44	0	0			\$221.00	\$0.00
Lime	2747.222222	44	120877.7778	60.43888889			\$350.00	\$21,153.61
Cem Lime		32	0	0			\$298.00	\$0.00
Product	Sq. Yards	Shot Rate .12 Tack	Gallons				Price Per Ton	Product Total
Tack Oil	2747.222222	0.24	659.3333333				\$1.92	\$1,265.92
Tack Oil	2747.222222	0.12	329.6666667				\$1.92	\$632.96
Product	Sq. Yards	Depth 220=2" 440=4"	Pounds	Tons			Price Per Ton	Product Total
Type B	2747.222222	440	1208777.778	604.3888889			\$85.00	\$51,373.06
Type D	2747.222222	220	604388.8889	302.1944444			\$105.00	\$31,730.42
Product	Sq. Ft.	Depth .35=4" .525=6" .70=8"	Tons				Price Per Ton	Product Total
Flex Base		0.35	0	0			\$25.35	\$0.00
Seal Coat								
Product	Sq Yd	Pounds per Square Yard	Tons				Price Per Ton	Product Total
B4 Rock		23	0	0			\$51.31	\$0.00
Product	Sq Yd	Shot Rate	Gallons				Price Per Gal	
CRS2		0.41	0				\$3.68	\$0.00
							Sub Total	\$106,155.96
							20% Contingency	\$21,231.19
							Grand Total	\$127,387.16
Length to grind								
Tons	2000	0	10	0	0	20	Width	



City of Saginaw
Parks Advisory Board Memorandum

Expenditure Fund Report

Meeting	Agenda Group	
Monday, June 23, 2025, 6:00 PM	Staff Reports	Item: 3A.
Reference File		
Community Goals		

BACKGROUND/DISCUSSION:

Staff will present the May 2025 expenditure report for the Parks Donation Fund.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

N/A

Attachments

[Park Funds May 2025.pdf](#)

Park Donation Fund
May 1, 2025 - May 31, 2025

Beginning Balance:	5/1/2025	\$132,710.01
Donations Added:		
May 2025		\$6,999.04
Total Donations:		\$6,999.04
Balance with Donations:		\$139,709.05
Less Expenditures:		
No Expenditures in the Month of May		\$0.00
Total Expenditures :		\$0.00
Ending Balance:	5/31/2025	\$139,709.05
Pending Expenditures:		
Independence Day Fireworks (Payment 2/2)		\$12,500.00
Independence Day Sponsorship (Generator, Tables & Chairs, Acitivites, and Stage Production.		\$17,085.00
Total Pending Ependitures:		\$29,585.00
Estimated Available Funds:	6/1/2025	\$110,124.05