



# CITY OF STAFFORD

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2610 SOUTH MAIN STREET • STAFFORD, TEXAS 77477  
(281) 261-3900 • WWW.STAFFORDTX.GOV

## **PARKS COMMITTEE MEETING AGENDA**

**Monday, February 19, 2024 at 7:00 p.m.  
City Hall Large Conference Room**

*(Enter the meeting at the South Main side of the building)*

1. Call meeting to order.
2. Roll call and welcome members.
3. Public Comments.
4. Consideration of the minutes from the January 22, 2024 Parks Committee Meeting.
5. Discussion of Parks Committee Events for 2024.
6. Discussion of action items for Vaccaro Manor Park.
7. Discussion of action items for Gordon Fountain Lake Park.
8. Discussion of action items for Fifth Street Park.
9. Discussion of action items for First Street and Rubin Parks.
10. Other Discussion Items, including Stafford Centre, Veterans Monument, Promenade Trail Projects, Citywide Activity Program, and Possible Additional Park Locations.
11. Adjournment.

**I CERTIFY THAT THE AGENDA FOR THE ABOVE REFERENCED MEETING WAS POSTED ON THE BULLETIN BOARD OF STAFFORD CITY HALL ON FEBRUARY 15, 2024.**



**Richelle Worthington,  
Administrative Services Coordinator**

**This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (281) 261-3900 for further information.**

MINUTES  
SPECIAL CALLED  
PARKS COMMITTEE MEETING  
CITY OF STAFFORD, TEXAS  
MONDAY, JANUARY 22, 2024

On the 22<sup>nd</sup> day of January, 2024, at 7:00 p.m., the Parks Committee of Stafford, Texas, met in the Large Conference Room of City Hall.

The following Committee Members were present: Chairman Tim Wood, Vice Chairman William Bostic Jr., Secretary Liza Knight Mendonca, Monica Barnett, Harvey Koudelka, Linda Burks, Janeth Espinal (arrived at 7:04 pm), and John Rose. The following Committee Members were absent: Committee Members Zachary LaVallies and Trina Reed. The following City Staff were present: Public Works Superintendent Otis Brown and Administrative Services Coordinator Richelle Worthington.

1. Call Meeting to Order.

Chairman Wood called the meeting to order at 7:00 p.m.

2. Roll Call and Welcome Members.

Chairman Wood conducted a roll call and welcomed the members and guests in attendance.

3. Public Comments.

There were no public comments.

4. Consideration of the minutes from April 17, 2023, July 17, 2023, October 16, 2023, and November 6, 2023, Parks Committee meetings.

Vice Chairman Bostic made a motion to approve. Secretary Mendonca seconded the motion.

Chairman Wood, Vice Chairman Bostic, Secretary Mendonca, Committee members Barnett, Koudelka, Burks, and Rose voted "Aye." None voted "Nay." Motion carried 7-0.

5. Discussion of Parks Committee Veterans Day Event.

Chairman Wood reflected on the Veterans Day Event and noted that eight veterans were in attendance and that the committee was able to recognize the VFW Post. He recognized Committee Members Koudelka, Burks, and LaVallies who contributed supplies such as water, cupcakes, pins, etc. Chairman Wood also recognized the Knights of Columbus for donating the flag for the Veterans Monument. He thanked the Mendoncas for their contributions of the challenge coins and additional decorations.

6. Discussion of Parks Committee Events for 2024.

Chairman Wood advised that the estimated expenses for Veterans Day to be \$700. Chairman Wood asked for ideas on future events. Vice Chairman Bostic suggested committee members submit additional ideas after reflection. Chairman Wood suggested restarting the spring cleanup program. Committee Members and Public Works Superintendent Otis Brown discussed previous Spring Cleanup events and issues associated with them.

Alternative events were suggested, including paper shredding, battery disposal, and increased citizen engagement activities. Chairman Wood suggested shifting the cleanup event to a specific park, or to the Stafford Cemetery. Mr. Brown advised that cleanup was conducted by a contracted company on a regular basis.

Chairman Wood motioned to reopen the floor to public comment at 7:24pm. Vice Chairman Bostic seconded. Chairman Wood, Vice Chairman Bostic, Secretary Mendonca, Committee members Barnett, Koudelka, Burks, Espinal, and Rose voted "Aye." None voted "Nay." Motion carried 8-0.

Public Comments.

Public comments were received from the following:

- Clint Mendonca recalled CenterPoint Energy speaking at a City Council event and suggested partnering with their "Trees for Houston" program to distribute trees to residents, or possibly plant additional trees at parks.

7. Discussion of action items for Vaccaro Manor Park.

Superintendent Brown provided updates, noting that the swings were painted, and the kiddie cushion was replaced. Repairs for the water fountain were discussed. Committee member Espinal discussed damage to playground equipment that needed repair due to a missing plate, which young children could stick their hands or fingers in and get injured.

8. Discussion of action items for Gordon Fountain Lake Park.

Superintendent Brown provided updates on additional signage around the park and replacement of the kiddie cushion. Committee Member Espinal inquired about the water fountains. Vice Chairman Bostic explained that all water fountains would be replaced, same as Vaccaro Manor. Secretary Knight Mendonca noted that kids were fighting in the park after school, but no gang activity. Chairman Wood suggested increasing Stafford Police Department presence between 3:00 pm and 5:00 pm to discourage fighting.

9. Discussion of action items for Fifth Street Park.

Superintendent Brown provided updates on additional signage, trimmed trees, and replacement of the at the basketball courts. Chairman Wood noted additional damage to the basketball goals and inquired whether painting the basketball court backboard could be done with specialty paint or if the backboard needed to be fully replaced.

10. Discussion of action items for First Street and Rubin Parks.

Superintendent Brown provided updates on improved signage, removed graffiti, and replaced the kiddie cushion.

11. Other Discussion Items, including Stafford Centre, Veterans Monument, Promenade Trail Projects, Citywide Activity Program, and Possible Additional Park locations.

Superintendent Brown discussed mowing the area of Veterans Monument and replacing lightbulbs with LED lights. He informed committee of trimming roses, straightening pole, and adding flag donated by Knights of Columbus. He also advised how items cannot be fully repaired or replaced, such as park equipment, without city funds as cost of park equipment continues to rise.

Vice Chairman Bostic noted that the Stafford Economic Development Corporation (SEDC) was willing to fund improvements for the public benefit that would promote economic development. He advised that efforts would be made to open a hotel as part of the Stafford Centre expansion.

Chairman Wood commented that security improvements and lighting were made to Veterans Memorial, in addition to the restored flagpole. Vice Chairman Bostic requested consideration of what can be done around Willow Waterhole. Clarification from Mr. Brown that the Pike Road area is under Missouri City. Committee Member Rose noted that the City of Missouri City allow Stafford to drain water to Willow Waterhole and there had been issues with people swimming in it.

Committee member Rose inquired about potential trail for Vaccaro Manor. Might need to be a city easement. Would run close to Houston and Sims Bayou. There was previously a plan to run a trail all the way to 610 in the Meyerland area.

12. Adjournment.

The meeting was adjourned at 8:06 p.m.

ATTEST:

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Liza Knight Mendonca  
Secretary

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Tim Wood  
Chairman