



CITY OF STAFFORD

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

PARKS COMMITTEE MEETING AGENDA

Monday, October 21, 2024 at 7:00 p.m.

City Hall, Council Chambers

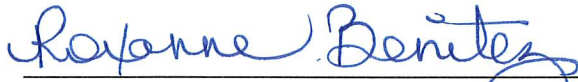
(Enter the building through the City Hall double doors)

1. Call meeting to order.
2. Roll call and welcome members.
3. Public Comments.
4. Discussion and Presentation by Steve Janisch on possible improvements to the City of Stafford Parks.
5. Discussion and update on the City of Stafford's Parks Water Fountain Replacement Project and the T-Mobile Hometown Grant application.
6. Discussion of action items in planning the second annual Stafford Parks Committee Veterans' Day Ceremony.
7. Discussion of action items regarding seeking a donation to replace the tattered American flag at the Veterans Monument.
8. Discussion and possible action regarding current city resolution about the Parks Committee including makeup, selection of Chair, makeup, process for appointments, etc.
9. Discussion of action items for Vaccaro Manor Park.
10. Discussion of action items for Gordon Fountain Lake Park.
11. Discussion of action items for Fifth Street Park.
12. Discussion of action items for First Street and Rubin Parks.

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

14. Adjournment.

I CERTIFY THAT THE AGENDA FOR THE ABOVE REFERENCED MEETING WAS POSTED ON THE BULLETIN BOARD OF STAFFORD CITY HALL ON OCTOBER 17, 2024.

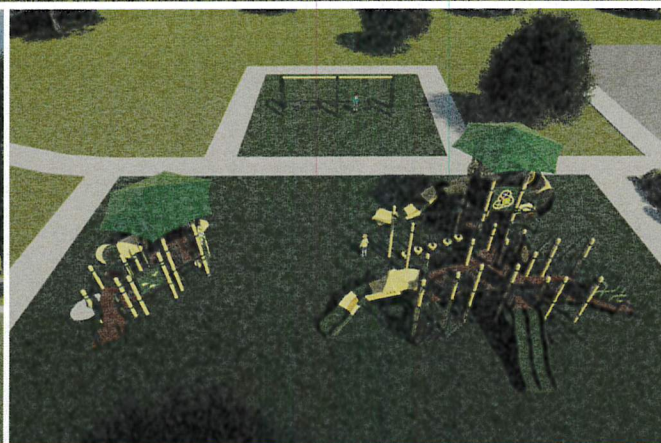


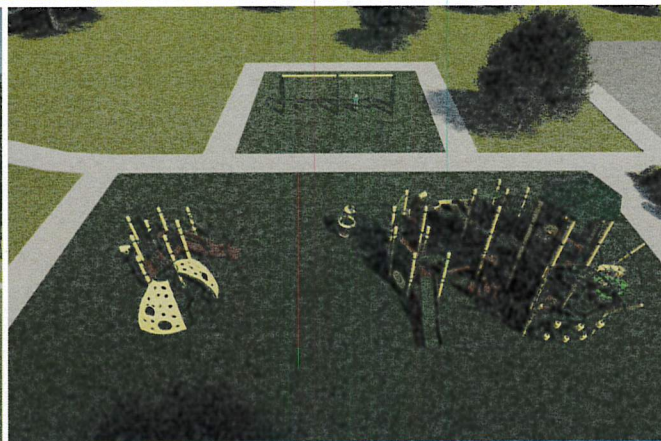
Roxanne Benitez, TRMC, CPM, CMCC
City Secretary

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.









	Rubin Park		Fountain Lake		Vaccaro Manor		
	Opti 1	Opti 2	Opti 1	Opti 2	Park Opt 1	Park Opt 2	
	Est 5,775 SF	Est 5,775 SF	Est 7,800 SF	Est 7,800 SF	Est 4,000 SF	Est 4,000 SF	
EQUIPMENT							
2-5 Play Structure	\$ 42,450	\$ 22,173	\$ 42,450	\$ 29,200	\$ 42,450	\$ 27,900	Freestanding Spin Max Orbit
5-12 Play Structure	\$ 99,720	\$ 89,680	\$ 99,720	\$ 61,050	\$ 94,100	\$ 77,500	2- 12 Structure
Swings	\$ 6,785	\$ 6,780	\$ 6,780	\$ 6,780	\$ 6,780	\$ 6,780	
Estimated Shipping	\$ 9,460	\$ 9,300	\$ 9,500	\$ 8,500	\$ 9,500	\$ 9,500	
Installtion	\$ 39,320	\$ 31,840	\$ 39,320	\$ 25,700	\$ 38,500	\$ 30,500	
SUB-TOTAL							
EQUIPMENT	\$ 197,735	\$ 159,773	\$ 197,770	\$ 131,230	\$ 191,330	\$ 152,180	
SAFETY SURFACE - PIP							
Demo all current equipment and remove wood fiber	\$ 18,250	\$ 18,250	\$ 27,200	\$ 27,200	\$ 15,900	\$ 15,900	
Install 4-6 inches of compacted crushed rock	\$ 21,800	\$ 21,800	\$ 3,240	\$ 32,400	\$ 19,000	\$ 19,000	
Install Unitary Poured in Place Rubber Surface, 7-8' CFH	\$ 105,200	\$ 105,200	\$ 146,500	\$ 146,500	\$ 75,000	\$ 75,000	
SUB-TOTAL SAFETY SURFACE	\$ 145,250	\$ 145,250	\$ 176,940	\$ 206,100	\$ 109,900	\$ 109,900	
TOTAL	\$ 342,985	\$ 305,023	\$ 374,710	\$ 337,330	\$ 301,230	\$ 262,080	
SAFETY SURFACE - EWF							

Adding 8" of Engineered Wood Fiber, including product, shipping and installation	\$	9,800	\$	9,800	\$	13,200	\$	13,200	\$	4,700	\$	4,700
Demo Equipment Only	\$	6,400	\$	6,400	\$	6,400	\$	6,400	\$	6,400	\$	6,400
SUB-TOTAL WOOD FIBER	\$	16,200	\$	16,200	\$	19,600	\$	19,600	\$	11,100	\$	11,100
*** COST SAVINGS IF YOU STAY WITH WOOD FIBER	\$	129,050	\$	129,050	\$	157,340	\$	186,500	\$	98,800	\$	98,800
TOTAL USING WOOD FIBER SAFETY SURFACE	\$	213,935	\$	175,973	\$	217,370	\$	150,830	\$	202,430	\$	163,280

***** THESE PRICES DO NOT REFLECT ANTICIPATED 5% INCREASE FOR 2025**
****** PRICES ARE ESTIMATES BASED ON MANUFACTURER PRICING**

DIVIDER

Richelle Worthington

To: William K. Bostic; Paul Chavez; Ken Mathew
Cc: Alka Shah; Ashley Merchant; Scott McElrath
Subject: RE: (water fountains) Most Dependable Quote

As you requested, we looked at alternatives to the proposal I presented in October. Paul forwarded a spec sheet and cost estimate for 5 (five) alternative water fountains to you for a total cost of \$30,500. These fountains included a dog water option, and a bottle-filling option. Extrapolating the cost for 12 units, we calculate the budget necessary for 12 water faucets at \$73,200.

By copy of this email, I am asking Otis to provide a map of the locations of the faucets to be replaced.

As a side note, I will be out of the office until the 27th of December. Scott will be in charge during my absence and can address any issues that may come up.

R/

Jose A. Pastrana, PE

Please let me know if you have any questions and

From: William K. Bostic <WBostic@staffordtx.gov>
Sent: Thursday, December 14, 2023 9:14 PM
To: Paul Chavez <PChavez@staffordtx.gov>; Jose Pastrana <JPastrana@staffordtx.gov>; Ken Mathew <kmathew@staffordtx.gov>
Cc: Alka Shah <AShah@staffordtx.gov>; Ashley Merchant <AMerchant@staffordtx.gov>
Subject: Re: (water fountains) Most Dependable Quote

Greetings Mr. Chavez and Mr. Pastrana,

I'm just following up on the status of the asset catalog of the water fountains at the municipal parks. Can you also please include a map of their location and a budget. Further, I'd like to loop both Ms. Shah and Ms. Merchant into the goal of possibly applying for the T-Mobile grant.

If we cannot secure the T-Mobile grant the SEDC will fund this project. Please let me know if there's anything I can do to assist and thank you all for your work!

<https://www.t-mobile.com/brand/hometown-grants>

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From: Paul Chavez <PChavez@staffordtx.gov>
Sent: Wednesday, November 22, 2023 4:19 PM
To: William K. Bostic <WBostic@staffordtx.gov>; Jose Pastrana <JPastrana@staffordtx.gov>; Ken Mathew <kmathew@staffordtx.gov>
Subject: Re: (water fountains) Most Dependable Quote

Hi Councilman -

I believe Mr. Pastrana was requested to create an asset catalog of the municipal parks at a previous city council meeting. I'm not sure where he is with that request, but I'm sure he will chime in soon.

In the meantime, will this be for a discussion at the January 16 Parks Committee meeting? Just checking so we will know when to have the information ready.

Your grants suggestion is an excellent one! Do we have a Parks Master Plan to reference when applying for grants?

~ Paul Chavez

From: William K. Bostic <WBostic@staffordtx.gov>

Sent: Wednesday, November 22, 2023 2:51 PM

To: Paul Chavez <PChavez@staffordtx.gov>; Jose Pastrana <JPastrana@staffordtx.gov>; Ken Mathew <kmathew@staffordtx.gov>

Subject: Re: (water fountains) Most Dependable Quote

Mr. Chavez,

Thank you so much for this information. I would like to see a proposed budget and map of all the water fountains that need to be replaced.

We also need to consider redundant water fountains to possibly reduce the cost of the overall project. Would it be possible for Public Works to provide us with a location of every water fountain so that we can review our options?

Thanks again for your assistance with this request!

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From: Paul Chavez <PChavez@staffordtx.gov>

Sent: Wednesday, November 22, 2023 12:48:18 PM

To: William K. Bostic <WBostic@staffordtx.gov>; Jose Pastrana <JPastrana@staffordtx.gov>; Ken Mathew <kmathew@staffordtx.gov>

Subject: FW: (water fountains) Most Dependable Quote

Good morning - I received the attached quote from the vendor this morning. I asked for a quote for five units as a starting point. Looks like it will be about \$6,063 / each with freight for five units.

Please let me know if you need anything else.

~ Paul Chavez

-----Original Message-----

From: Sarah McGrory <sarah@mostdependable.com>

Sent: Wednesday, November 22, 2023 11:27 AM

To: Paul Chavez <PChavez@staffordtx.gov>

Subject: Most Dependable Quote

Dear city of STAFFORD TX,

Attached is your quote QTE72638 dated Nov 22 2023, as well as any supporting documents.

Let me know if you need anything else.

Thank you for your business.

Most Dependable Fountains
901-867-0039

Paul Chavez

Economic Development Administrator
Development Services

PChavez@staffordtx.gov

Phone: (281) 261-3957

Cell: (346) 626-0456

www.staffordtx.gov



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RESOLUTION NO. 81-24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STAFFORD, TEXAS, AMENDING CITY OF STAFFORD PARKS COMMITTEE MEMBERSHIP PROVISION AND INCORPORATING ALL SUBSEQUENT AMENDMENTS TO RESOLUTION 98-16.

* * * * *

WHEREAS, on August 5, 1998, by Resolution No. 98-16, the City Council of the City of Stafford, Texas created a Parks Committee providing for membership, terms of members, election of officer, and establishing a purpose for the Parks Committee; and

WHEREAS, subsequent amendments to the Parks Committee have been made from time to time; and

WHEREAS, it is the continued desire of the City Council of the City of Stafford, Texas to utilize the City's parks to their fullest extent and continue to promote and improve the City's parks and recreation facilities; and

WHEREAS, the City Council of the City of Stafford, Texas believes it to be in the best interest of the Parks Committee and the City at large to amend the membership provision to increase the number of positions on the Parks Committee.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STAFFORD, TEXAS THAT:

Section 1. Resolution 98-16, inclusive of all amendments made subsequently thereto, is hereby amended to read, in full, as shown below with additions being **bold and underlined** and deletions being struck:

Section 2. There is hereby created and established a Parks Committee in and for the City.

Section 3. The Parks Committee shall be composed of nine (9) voting members, each of whom shall be, at the time of his or her appointment and at all times while serving as a member of such Committee, a resident of the City and one (1) non-voting member who shall be the Director of Public Works or their designee. The nine (9) voting members shall be composed of one (1) resident from each quadrant of the City, as such quadrants are determined by the City Council, four (4) residents selected at-large by the City Council and two (2) City Councilmembers. All Parks Committee members shall be appointed by the City Council and shall serve without compensation.

Section 4. Initial appointments to all positions shall be made in accordance herewith immediately following adoption of this Resolution. Unless sooner removed as provided herein, those persons appointed in August 1998 shall serve until and include

May 31, 1999. Thereafter, appointments shall be made for two (2) year terms commencing on June 1, of every odd numbered year and ending May 31 two (2) years thereafter. Members of the Parks Committee serve at the please of City Council and may be removed by City Council at any time, with or without cause.

Section 5. All vacancies for unexpired terms caused by resignation, death, removal, disqualification, or any other reason shall be filled for the remainder of the unexpired term by appointment as provided in Section 3 herein.

Section 6. The City Council will appoint a chairperson of the Parks Committee. The parks Committee shall elect from its membership a vice-chairperson and a secretary, each of whom shall hold office for one year or until his or her successor shall have been elected. The parks Committee may adopt its own rules of procedure for the conduct of its business.

Section 7. The parks Committee shall hold a regular meeting no less than once each calendar quarter. Special meetings may be held at any time on the call of the Chairperson or on a vote of a majority of the voting members present and considering the matter at any regular or special meeting. For the purpose of conduct of its business, ~~five~~ **seven (7)** voting members of the Parks Committee shall constitute a quorum. The Parks Committee shall keep a record of its proceedings and shall file the same with the City Secretary. All meeting of the Parks Committee shall be open to the public and notice of such meetings shall be posted in accordance with the provisions of the Texas Opens meetings Act, Chapter 551 of the Texas Government Code.

Section 8. The Parks Committee shall serve in an advisory capacity to the City Council regarding policy matter pertaining to City parks and recreation. The Parks Committee shall have the following specific purposes:

- (a) Investigate and determine the status of the City's existing parks and recreation facilities.
- (b) Identify the needs of the community regarding parks and recreation facilities.
- (c) Prepare and present written reports and recommendation to the City Council on changes, modifications and amendments to parks and recreation policies of the City.
- (d) Prepare and present written reports and recommendations to the City Council on proposed park acquisitions, additions and improvements that are necessary to meet the current and future needs of the community.
- (e) Perform such other duties and responsibilities as directed by the City Council.

Section 9. The Parks Committee shall have no right, power or authority to obligate the City in any manner whatsoever.

PASSED, APPROVED, AND RESOLVED this the 16th day of October, 2024.