



CITY OF STAFFORD

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

PARKS COMMITTEE MEETING AGENDA

Monday, November 18, 2024 at 7:00 p.m.
City Hall, Council Chambers

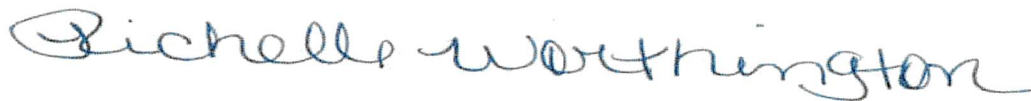
(Enter the meeting at the South Main side of the building)

1. Call meeting to order.
2. Roll call and welcome members.
3. Public Comments.
4. Discussion and Consideration regarding the Election of a Vice-Chairperson for the Committee.
5. Wrap-Up and review of the 2024 Veterans Day Ceremony and selection of the 2025 Veterans Day Ceremony date and time.
6. Discussion and Consideration on the Parks Committee participating in Wreaths Across America, Saturday, December 14, 2024 at the Stafford Cemetery located at 13627 Stafford Rd., Stafford TX 77477.
7. Discussion and update on the City of Stafford's Water Fountain Replacement Project and the T-Mobile Hometown Grant Application.
8. Discussion of action items for Vaccaro Manor Park.
9. Discussion of action items for Gordon Fountain Lake Park.
10. Discussion of action items for Fifth Street Park.
11. Discussion of action items for First Street and Rubin Parks.

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

13. Adjournment.

I CERTIFY THAT THE AGENDA FOR THE ABOVE REFERENCED MEETING WAS POSTED ON THE BULLETIN BOARD OF STAFFORD CITY HALL ON NOVEMBER 14, 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.

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



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DIVIDER PAGE

where the funding for the other parts of the project would come from. (required)

Choose File

Upload a file. No files have been attached yet.

Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpl, .gif, .jpg, .jpeg, .png, .svg, .tif, .tiff

IMPORTANT: Grant funds may *not* be used for engineering and architectural plans or fees, salaries, annual operating expenses, regular programming expenses, or reimbursement for projects that are already completed.

Please upload up to five letters of support for your project. We encourage applicants to include letters of support from a variety of key partners throughout the community. For example, you might choose to include letters from community organizations, local government agencies, schools, hospitals, local business partners, community members, etc. that demonstrate community alignment, engagement, and consensus for your proposed project. Letters of support may be combined into one document or uploaded as individual documents. (required)

Choose File

Select up to 5 files to attach. No files have been attached yet. You may add 5 more files.

Acceptable file types: .csv, .doc, .docx, .pdf, .rtf, .txt, .wpd, .wpl, .gif, .jpg, .jpeg, .png, .svg, .tif, .tiff

Letters of support may be addressed to: T-Mobile Hometown Grants Program Review Committee

Optional: Are there any additional items that you would like the review committee to consider as a part of your application? (Examples: additional project renderings, maps, news articles, artist biographies, etc.)