



CITY OF STAFFORD

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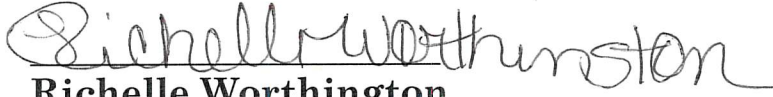
PARKS COMMITTEE MEETING AGENDA

Monday, April 21, 2025 at 7:00 p.m.
City Hall Council Chambers

(Enter the meeting at the North 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 February 17, 2025 Parks Committee Meeting.
5. Update regarding the replacement of the City Parks water fountains.
6. Update regarding the T-Mobile Hometown Grant.
7. Discussion of action items for Vaccaro Manor Park.
8. Discussion of action items for Gordon Fountain Lake Park.
9. Discussion of action items for Fifth Street Park.
10. Discussion of action items for First Street and Rubin Parks.
11. Other Discussion Items, including Stafford Centre, Veterans Monument, Promenade Trail Projects, Citywide Activity Program, and Possible Additional Park Locations.
12. Adjournment.

I CERTIFY THAT THE AGENDA FOR THE ABOVE REFERENCED MEETING WAS POSTED ON THE BULLETIN BOARD OF STAFFORD CITY HALL ON APRIL 17, 2025.



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
PARKS COMMITTEE MEETING
CITY OF STAFFORD, TEXAS
MONDAY, February 17, 2025

On the 17th day of February, 2025, at 7:03 p.m., the Parks Committee of Stafford, Texas, met in the City Hall, Large Conference Room.

The following Committee Members were present: Chairman William Bostic, Vice Chair Tim Wood, Secretary Liza Mendonca, Linda Burks, Trina Reed, John Rose and Horace Ray Thomas.

The following Committee Members were absent: Linda Allen, Monica Barnett, Janet Espinal, Harvey Koudelka, and Zacharcy Lavallies.

The following City Staff were present: Public Works Superintendent Otis Brown

1. Call Meeting to Order.

Chairman Bostic called the meeting to order at 7:03 p.m.

2. Roll Call and Welcome Members.

Chairman Wood welcomed members and guests.

3. Public Comments.

There were no public comments.

4. Discussion and Presentation by Steve Janish on possible improvements to the City of Stafford Parks.

Chairman Bostic asked to move agenda item 8 up to number 4 so Steve Janish can present earlier. Motion to move agenda item 8 to number 4. Chairman Bostic made the motion, Secretary Mendonca seconded. All in favor. Agenda item moved up.

John Rose arrives at 7:10 p.m.

Steven Janish discusses option 1 and 2 and how the designs can be the same if requested. The park designs have a five year warranty. City must contact company immediately if the park equipment has an issue during that time frame. The price difference between option 1 and 2 is about 60 thousand dollars.

Company located in Burney, TX with two in the Houston area.

Chairman Bostic provided an update from SEDC regarding parks and funding, including legal update.

Park upgrades would be about 1.2 million dollars with each park being renovated costing about 400,000 thousand dollars.

Committee member Thomas asks about look at other companies to compare pricing. Discussion of 30 day and 45 day bid or buy board was discussed. Ended with Chairman Bostic agreeing to ask SEDC what their preference is as they are in talks to pay for the parks.

5. Consideration of the minutes from September 9, 2024 and October 21, 2024 Parks Committee Meetings.

Chairman Bostic makes a motion to approve, Vice Chair Wood seconds. All in favor, motion passed.

6. Discussion and Consideration regarding the Election of a Vice-Chairperson for the Committee.

Chairman Bostic nominated Vice Chair Wood. Secretary Mendonca seconded. Members voting yay were: Chairman William Bostic, Vice Chair Tim Wood, Secretary Liza Mendonca, Trina Reed, John Rose and Horace Ray Thomas.

Members voting nay were Linda Burks.

Motion passed 6 to 1.

7. Wrap-Up and review of the 2024 Veterans Day Ceremony date and time.

The 2025 even will take place November 9.

8. Discussion and update on the City of Stafford's Water Fountain Replacement Project and T-Mobile Hometown Grant Application.

Chairman Bostic discussed templates and having members sign from the Parks Committee a letter needed to be submitted.

9. Discussion of action items for Vaccaro Manor Park.

Public Works Superintendent Otis Brown discussed ant piles, limbs, and a broken wood sign.

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

Secretary Mendonca mentioned how ants piles were all around the neighborhood and should be checked at Fountain Lake Park.

11. Discussion of action items for Fifth Street Park.

No concerns at present moment.

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

Superintendent Brown mentioned a swing was chipped and a bench had tendency to flood.

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

Chairman Bostic mentioned Wreaths for American took care of two veterans at the Stafford cemetery. Secretary Mendonca mentioned that Clint Mendonca donated to Wreaths for America to help with any Stafford Events.

Earth Day was discussed with possibility of having GFL present again.

14. Adjournment.

Chairman Bostic made a motion to adjourn. Secretary Mendonca seconded the motion. Committee members voted Aye, and none voted Nay. The motion carried 7-0. The meeting ended at 9:13 p.m.

ATTEST:

Liza Mendonca
Secretary

William Bostic
Chairman



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Greetings T-Mobile Hometown Grant Committee,

I am pleased to offer my strong support for the City of Stafford’s application for the T-Mobile Hometown Grant to fund the Water Fountain Replacement Project.

This project will replace aging water fountains in all the City of Stafford’s Parks with modern, ADA-compliant units that include bottle-filling stations. These improvements will enhance accessibility, promote health and wellness, and support Stafford’s efforts to maintain safe, welcoming public spaces.

The Water Fountain Replacement Project aligns with Stafford’s commitment to sustainability, community health, and infrastructure improvement. We respectfully ask for your favorable consideration of this important project.

Thank you for your support of small towns like Stafford.

Sincerely,

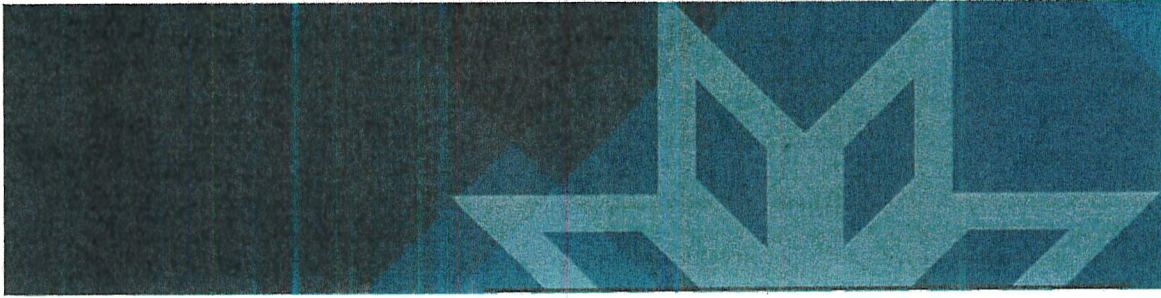
[Signature]

[Printed Name]

[Member of the Stafford Parks Committee]

[Email Address]

[Phone Number]



Follow

T-Mobile Hometown Grant Application Q2 2025 (April 1 - June 30, 2025)

Ends on Mon, Jun 30, 2025 11:59 PM

T-Mobile Hometown Grants is a \$25 million, five-year initiative to support the people and organizations who help small towns across America thrive and grow. Hometown Grants are given every quarter to up to 25 small towns. Apply for funding to support a community project of your choice, like revitalizing or repurposing a historic structure, creating a downtown asset or destination, or improving a space where friends and neighbors gather. Projects that add to a sense of place or could lead to further investment are of particular interest. We look forward to learning more about your town and your project.

HOW TO APPLY

Review the eligibility and grant criteria below to ensure your community and proposed project meets application requirements. Applicants can submit their proposals by completing this application form. The grant application period will close on Monday, June 30, 2025 at 11:59pm Central Time. No late applications will be accepted. Applications will be evaluated and selected by a review panel, and all applicants will be sent an award decision by late August 2025.

Grant recipients will each receive an award of up to \$50,000 to implement their ideas and will have 12 months (September 1, 2025 - August 31, 2026) to complete their projects. Recipients will be required to submit a progress report at the 6-month mark following the grant disbursement, and a final report will be due at the end of the 12-month implementation period. All reports are to be completed using a template provided.

REVIEW CRITERIA

Your application will be reviewed by an internal T-Mobile review committee and non-profit partner based upon the following criteria. Please note that the letters of support for your project are an important part of this application.

- Community need - Proposed project should fill a demonstrated need in the community. This grant funding is intended for shovel-ready projects that would not otherwise be possible to implement through municipal funding. Proposal & letters of support should demonstrate strong community support for the project.
- Community impact - Project should connect the community in meaningful, innovative, and creative ways.
- Partners and engagement - Strong applications actively involve local organizations by incorporating them into the planning and execution processes and engaging the community in activating the project site. Letters of support should come from a variety of stakeholders within the community.
- Feasibility - You should have a shovel-ready plan ready to go and be able to complete your project within your detailed budget and within 12 months of receiving funding, if selected. Projects must be completed and usable by the public by August 31, 2026. Make sure to consider these parameters when choosing the kind of project you propose for this grant.

Alignment with T-Mobile's small town strategy - T-Mobile strives to be a force for good. To read more about T-Mobile's many corporate initiatives and key segments, visit <https://www.t-mobile.com/responsibility>.

ELIGIBILITY

Who may apply?

- This grant program is specifically open to 501(c)(3) and 501(c)(6) nonprofit organizations and local government entities. If selected, the grant award must be managed and deployed by the nonprofit organization or government entity who applied for the grant.
- Grant funds may not be awarded to for-profit businesses, directly or indirectly via pass-through funding to for-profit businesses. Additionally, religious congregations are not eligible for this grant program.
- Applicants must be located in small rural communities with a population of 50,000 people or less. Proposals must focus on a physical project benefiting the public.
- The applicant organization must own the site where the proposed project would be implemented OR provide a description/confirmation of adequate permissions to alter the site. If the applicant organization does not own the site, one of the letters of support must come from the owner of the site.
- Applicants may submit up to one (1) application per organization per grant cycle. Applicants may re-apply to subsequent grant cycles if they are not selected in an earlier round.
- Previous T-Mobile Hometown Grant Program grantees are eligible to apply again for later grant cycles. Previous T-Mobile Hometown Grant Program grantees must demonstrate successful completion of their prior grant project in their application.

What types of grant expenses are eligible?

Requested funding must be for a physical placemaking project.

Eligible Grant Uses:

- Construction/installation supplies and materials Equipment

informed by facilitated community discussions)
Streetscape and/or indoor furniture for a community space Other physical items
Special events or public space activation programming can only account for up to 10% or \$5,000 of total grant amount.

Ineligible Grant Uses:

Engineering and architectural plans or fees
Staff salaries (beyond initial construction/rehabilitation/installation labor) Operational and maintenance expenses
Reimbursement for projects that are already completed Pass-through funding to private entities or initiatives

TIMELINE

Applications Open on April 1, 2025
Applications Close on Monday, June 30, 2025, at 11:59 p.m. CT Grant Recipients
Notified by late August 2025
Grant Funds Disbursed to Selected Recipients by September 1, 2025 Project Implementation
Period: September 1, 2025 - August 31, 2026 Final Grant Reports Due September 11, 2026

Richelle Worthington

From: William K. Bostic
Sent: Monday, April 7, 2025 10:36 AM
To: Richelle Worthington
Subject: Fw: Letter - Parks Committee Agenda
Attachments: TMO Grant_Letter_Proposal_.pdf; Main Street America Submission Manager - T-Mobile Hometown Grant Application Q2 2025 (April 1 - June.pdf)

Good morning Richelle,

I have just one request, can you please add the following to the agenda:

“Update on the replacement of the City Parks’ water fountains and the T-Mobile Hometown Grant.”

Thanks again and have a great day!

William

[Get Outlook for iOS](#)

From: William Bostic <wbostic@umich.edu>
Sent: Monday, April 7, 2025 10:25 AM
To: William K. Bostic <WBostic@staffordtx.gov>
Subject: Letter