

MINUTES OF THE REGULAR MEETING
OF THE STAFFORD CENTRE COMMITTEE OF STAFFORD, TEXAS
HELD AT THE STAFFORD CENTRE IN SAID CITY
ON MONDAY, OCTOBER 11, 2021

On the 11th day of October 2021, at 12:00 p.m., the Stafford Centre Committee of Stafford, Texas met in regular session at the Stafford Centre in said City. Chairperson Virginia Rosas called the meeting to order. The following members of the Committee were present: Chairperson Virginia Rosas and Committee member Mayor Cecil Willis. Absent: Councilmember Guerra. The following City staff were present: Susan Ricks (Director of Recreation), Rebecca Hathorn (Assistant General Manager); Bryan Blaum (FMsquared); and Nicola Browe (Acting City Secretary).

1. CALL MEETING TO ORDER
2. (a) Discussion and consideration regarding Mary Ann Smith's request to use the Stafford Centre parking lot for a Holiday Gift Drive.

Mary Ann Smith and Mr. Edward Rector provided the Committee with a vision of their desire to hold a Trail Ride through Stafford, culminating in a Toy Give Away and are looking at a Food Drive as well.

Mr. Rector informed the Committee that as Deputy Constable he has a history of participating in such events in the past, he currently runs the 501c3 After School Program and seeks to hold this event for the kids of Stafford.

The Committee inquired about the following:

- Time and Date (December 18th)
- location start and end
- Route
- Security
- Horses – Coggins

Mr. Rector responded to all questions and stated he did not believe he would need any streets blocked off.

He went on to stated that Mr. Wilson (who is enroute to the meeting) will have all the information as to the horses.

Mayor Willis suggested a route that would encompass most residential neighborhoods and provide for the least amount of disruption to traffic.

Mr. Rector added that it is their intention to hold a Turkey Drive at the end of the Drive as well.

Ms. Ricks advised that the Stafford Centre will be having a wedding and a recital that day at the Stafford Centre so the horses and all other set up would need to be moved swiftly at the conclusion of the event.

The committee requested that the group provide a map of the route, all details of the event and provide to the City Secretary to place on the City Council Agenda for consideration October 20th.

Mr. Wilson arrived at the meeting and provided additional information regarding the trail ride the horses, the required inspections, and the handling of the horses. Mr. Wilson also advised that there would be 7 Wagons. He went on to state that he would be renting porta potties for the event.

(b) No action was taken on this item.

3. (a) Discussion and consideration regarding TxDOT's request for co-sponsorship of their November 9, 2021, banquet for \$2757.00.

Mayor Willis stated that this is not the first time the city supports TxDOT's event.

Mr. Blaum stated that typically with this event the city breaks even.

(b) Mayor Willis made a motion to approve the request by TxDOT. Chairperson Rosas seconded the motion. Chairperson Rosas called the roll for a vote. Chairperson Rosas and Mayor Willis voted "yes"; none against. Chairperson Rosas announced the result of the vote (2-0) and declared the motion approved. Councilmember Guerra was absent.

4. (a) Discussion and consideration regarding the request by Fort Bend Symphony Orchestra for the City to Co-sponsor their 2021-2022 season of three (3) performances at the Stafford Centre for \$10,410.00.

Bryan Blaum stated that it is so wonderful to have a resident Symphony Orchestra as they do a phenomenal job.

(b) Mayor Willis made a motion to approve the request by Fort Bend Symphony Orchestra. Chairperson Rosas seconded the motion. Chairperson Rosas called the roll for a vote. Chairperson Rosas and Mayor Willis voted "yes"; none

against. Chairperson Rosas announced the result of the vote (2-0) and declared the motion approved. Councilmember Guerra was absent.

5. (a) Discussion regarding the City's 2021 New Year's Eve Bash.

Bryan Blaum stated that had done a cost analysis and that the cost breaks down to \$103.55 per person. He proposed using a DJ this year instead of a band.

Councilmember Guerra arrived at the meeting. 12:59 P.M.

The Committee discussed cost of the ticket, drink ticket reduction and spacing on the tables to reduce capacity for Social Distancing.

(b) Mayor Willis made a motion to cap the event to 250 persons and follow the expenditures as outlined in Bryan Blaums memo, Early Bird ticketing December 17 at 4pm. Councilmember Guerra seconded the motion. Chairperson Rosas called the roll for a vote. Chairperson Rosas and Mayor Willis and Councilmember Guerra voted "yes"; none against. Chairperson Rosas announced the result of the vote (3-0) and declared the motion approved.

6. (a) Discussion and consideration regarding information required by the city for applicants to use HOT Funds.

Bryan Blaum stated that this is the first generation of documents that he has had on this item. He discussed the process for utilization of the Hot Funds and that he was looking into this a little deeper. He would like to make sure this was a universal document that could be used for not just the Stafford Centre.

(b) No action was taken on this item.

7. (a) Discussion regarding FM squared monthly report.

Bryan Blaum stated that he is sending the reports to City Council and SEDC monthly.

8. (a) Discussion regarding the sinking plant beds in front of the Stafford Centre.

Bryan Blaum informed the Board about the plant beds outside the Stafford Centre and how over time there has been sinking, however, lately its significant. He went on to say that he had been looking into this and found that the foundation pad had been built around the existing soil, it is not a sprinkler issue, or a critter issue. He has a solution which will take some money and will bring back later.

