

MINUTES
STAFFORD ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS REGULAR MEETING
TUESDAY, JULY 26, 2022

On the 26th day of July, 2022, at 7:00 p.m., the Stafford Economic Development Corporation, Texas met in regular session in the Council Chambers at Stafford City Hall.

1. Call meeting to order and roll call of Board of Directors.
President Guerra called the meeting to order at 7:00 p.m. The following Board Directors were present: President Wen Guerra, Vice President Ken Mathew, Director Joe Rome, Director Damon Leonetti, Director Gwen Goodwin, and Director Lawrence Vaccaro. Absent: Director Randy Krahn. The following City staff were present: City Secretary Roxanne Benitez, Assistant City Secretary Shandra Phillips, Finance Director Alka Shah, President, FM Squared Bryan Blaum, Jones Engineering Bob Jones, and City Attorney Art Pertile.
2. Pledge of Allegiance.
Director Leonetti led the pledge to the United States flag.
3. The Stafford Economic Development Corporation Board of Directors Reports:
President Guerra
 - Congratulated Vice President Ken Mathew, Director Lawrence Vaccaro, and himself for another term.
 - Announced there would be a fundraiser at SMSD for school supplies on Saturday, July 30, 2022.
4. Discussion of financial matters of the Corporation, including:
 - (a) Presentation of Finance Statements, investments, and other financial reports.
Finance Director Alka Shah presented the financial statements, investments, and reports. She also advised that the ending fund balance was healthier this year than last year.
 - (b) Public comments on item (a).
No public comments were made.
 - (c) Consideration of appropriate action on item (a).
Director Goodwin motioned to approve all finance statements, investments, and other financial reports as presented, and Director Mathew seconded. Directors Guerra, Leonetti, Goodwin, Mathew, Rome, and Vaccaro vote "Aye". "Nay" – none. Motion carried 6-0.
5. (a) Resolution of the Stafford Economic Development Corporation approving Amendment #3 to Budget for Fiscal Year 2021-2022.
Finance Director Alka Shah presented Budget Amendment #3 to finalize the 2021-2022 budget. Ms. Shah stated the ending balance was 9.9 million. 11.6 million would be the beginning fund balance for the 2022-2023 budget.
 - (b) Public comments on item (a).

No public comments were made.

(c) Consideration of appropriate action on item (a).

Director Mathew motioned to approve Resolution No. 22-02 of the Stafford Economic Development Corporation Amendment #3 to Budget for Fiscal Year 2021-2022 as presented, and Director Goodwin seconded. Directors Guerra, Leonetti, Goodwin, Mathew, Rome, and Vaccaro vote "Aye". "Nay" – none. Motion carried 6-0.

6. (a) Resolution of the Stafford Economic Development Corporation approving the Budget of the Corporation for Fiscal Year 2022-2023.

Finance Director Alka Shah presented the Budget of the Corporation for Fiscal Year 2022-2023. President Guerra requested to table the item until August 2nd so that they may hold a special meeting allowing additional time to review the proposed budget.

(b) Public comments on item (a).

No public comments were made.

(c) Consideration of appropriate action on item (a).

Director Goodwin motioned to table the item, and Director Leonetti seconded. Directors Guerra, Goodwin, Leonetti, Mathew, Rome, and Vaccaro vote "Aye". "Nay" – none. Motion carried 6-0.

City Attorney Art Pertile exited the meeting at 7:17 p.m.

7. Presentation by Bob Jones, City Engineer on the following:

(a) Possible Engineering study on Cravens and Pike Road.

City Engineer Bob Jones gave a PowerPoint presentation regarding a study for Cravens Road and Pike Road. Mr. Jones stated Cravens Road would not be a justifiable SEDC project due to boundary issues.

City Attorney Art Pertile entered the meeting at 7:19 p.m.

Mr. Jones also stated that the City have a 38-acre tract of land that would become a new warehouse and office development. He indicated by the traffic analysis he obtained there would be a lot of truck traffic. Mr. Jones suggested widening the road an additional lane, which would help alleviate the congestion of traffic. Mr. Jones informed the board that Missouri City would dig one-third of the detention pond and the ditch would disappear but would not alleviate the flooding on Cash Road. He also advised that drainage for the entire City would be discussed at the Joint City Council, Planning and Zoning Commission, and SEDC Meeting on August 10, 2022 but Pike Road was not included in the discussion. Mr. Jones pointed out that Vaccaro Pond was at capacity and a detention pond on Pike Road would assist. Also, Mr. Jones agreed that there was validity to consider doing a study on Pike Road only. He suggested a joint project with Missouri City and asked the Board if they wanted him to begin the footwork on the study.

President Guerra suggested adding heavy duty culverts since Pike Road already had 66-inch pipes. Missouri City did not agree that a third pipe was needed. Mr. Guerra stated all participants would have to come together to cover the costs. As of now, he would like to focus on Pike Road and provide maintenance on Cravens Road.

Director Joe Rome disagreed on the maintenance for Cravens Road due to the flooding.

President Guerra thanked City Engineer Bob Jones for his presentation.

(b) Pole at Staffordshire and Willow.

City Engineer Bob Jones informed the board CenterPoint Energy was responsible for the pole.

President Guerra stated he wanted to confirm that the City was not responsible.

Director Ken Mathew exited the meeting at 7:46 p.m.

(c) Public comments on items (a)-(b).

No public comments were made.

(d) Consideration of appropriate action on items (a)-(b).

Director Joe Rome motioned to approve an Engineering study on Pike Road, and Director Leonetti seconded. Directors Guerra, Goodwin, Rome, Leonetti, and Vaccaro vote "Aye". "Nay" – none. Motion carried 5-0.

Director Ken Mathew entered the meeting at 7:48 p.m.

8. (a) Update on the License Plate Reader Camera Project.

Chief of Police Richard Ramirez provided an update and advised that all cameras were installed and working. He also advised that the cameras had not been used for CID (criminal investigation) purposes.

President Guerra asked for Chief Ramirez's opinion on adding more cameras and thought it would help with crime in the neighborhoods.

Chief Ramirez informed the board he was working with a private partnership and homeowner association to obtain cameras. Sugar Creek already had them installed. Chief Ramirez stated Flock owned the cameras and the City owned the information. Also, he did not know the exact cost due to pricing differences for governmental agencies versus a private person or entity. Chief Ramirez advised he was approached by a developer inquiring about cameras, but no other businesses had reached out.

President Guerra also asked City Attorney Art Pertile if SEDC funds could be used to purchase Flock cameras.

City Attorney Art Pertile stated that it could be a City project but not a SEDC project and the City could use General Funds to purchase additional cameras. Mr. Pertile suggested getting a count of how many cameras and neighborhoods. He also suggested the homeowner associations conducted a fundraiser to raise funds to offset the costs.

Mr. Guerra thanked Chief Ramirez for the update.

(b) Public comments on item (a).

No public comments were made.

(c) Consideration of appropriate action on item (a).
No action taken.

9. Updates by Director of Public Works / Economic Development Services and Discussion Including:

(a) Decorative light poles on US Highway 90A.

No discussion.

(b) Clean-up and replacement of landscaping foliage on US Highway 59 and 90A.

No discussion.

(c) Replacement of panel in screen wall located along the railroad track.

Director of Public Works / Economic Development Services Jose Pastrana was not in attendance.

Director Vaccaro received two quotes for the 12x17 wall: one quote for \$17,000 to clean and build a wall with stucco and an additional quote for \$20,000 to pour a concrete wall.

President Guerra suggested a stucco wall as it would hold in the event someone damaged it. Mr. Guerra suggested the Board of Directors move forward and approve in the absence of Mr. Pastrana.

City Attorney Art Pertile accepted the proposal and would update Mr. Pastrana.

(d) Stafford Monuments located on US Highway 59 and 90A.

No discussion.

(e) Update on new businesses opening in Stafford.

No discussion.

(f) Public comments on items (a)-(e).

No public comments were made.

(h) Consideration of appropriate action on items (a)-(e).

Director Vaccaro motioned to approve a block CMU stucco wall in the amount of \$16,843., and Director Rome seconded. Directors Guerra, Vaccaro, Rome, Leonetti, Mathew, and Goodwin vote "Aye". "Nay" – none. Motion carried 6-0.

City Attorney Art Pertile exited the meeting at 8:05 p.m.

10. Discussion of matters relating to the Stafford Centre including:

(a) Report by Bryan Blaum, President of FMSquared, on event schedules, marketing plans, operations, statements, and productions.

FMSquared President Bryan Blaum advised that Lamar Consolidated ISD, Stafford Municipal School District, and Fort Bend ISD held an event at the Stafford Centre and it was nice. Mr. Blaum was proud of the Stafford Centre Staff for working two weeks prior completing a deep cleaning of the facility including the fixtures.

City Attorney Art Pertile entered the meeting at 8:16 p.m.

Mr. Blaum provided an update on the automation system in need of maintenance and replacement. The Stafford Centre operated on four chillers, three 200-ton chillers and a 60-ton auxiliary chiller that engaged when there was an additional load. He also advised that the Building Automation System managed the 60-ton auxiliary chiller, however it was outdated and informed it would be a 30-week lead time for replacement.

As of to date the Building Automation System had lost one compressor. In addition, this would be a HOT funds expense including maintenance for the other building chillers. He also made note that this would be an improvement to the Stafford Centre at no cost to the City.

Director Lawrence Vaccaro asked why the Board had not been receiving the monthly reports in the packets for over a year.

Mr. Blaum advised that he would forward monthly finance reports every month to be placed in the packet.

FMSquared President Bryan Blaum advised the board of the following events:

- August 6 – Javed Ali
- August 20 – Summer Meltdown
- August 28 – Miranda Sings
- September 17 and September 18 – Fort Bend Music Fest featuring Anthony Hamilton, Tank, Calvin Richardson, and Keith Frank
- October 9 – World Ballet Series featuring Swan Lake
- October 20 – The Black Jacket Symphony
- November 25 – DCappella - Deck the Halls with Disney
- February 28, 2023 – Mania the ABBA Tribute

(b) Public comments on item (a).

No public comments were made.

(c) Consideration of appropriate action on item (a).

No action was taken.

Director Goodwin exited the meeting at 8:24 p.m.

11.(a) Approval of June 28, 2022 SEDC Meeting Minutes.

(b) Public comments on items (a).

No public comments were made.

(c) Consideration of appropriate action on items (a).

Director Joe Rome motioned to approve June 28, 2022 SEDC Meeting Minutes, and Director Mathew seconded. Directors Guerra, Rome, Mathew, Leonetti, and Vaccaro vote "Aye". "Nay" – none. Motion carried 5-0.

12.(a) Request for future agenda items from the Board of Directors.

No requests were made.

(b) Public comments on item (a).

No public comments were made.

(c) Consideration of appropriate action on item (a).

No action was taken.

13. To hold an executive session as authorized by Chapter 551, Texas Government Code Section 551.071, consultation with attorney regarding pending or contemplated litigation on appropriate items on the agenda that fall within the attorney-client privilege relations; and Section 551.087 (2) to discuss or deliberate the offer of a financial or

other incentive to a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiation.

The Board of Directors did not go into executive session.

14. Adjournment.

Director Rome motioned to adjourn the meeting at 8:27 p.m., and Director Leonetti seconded. Directors Guerra, Rome, Leonetti, Mathew, and Vaccaro vote "Aye". "Nay" – none. Motion carried 5-0.

ATTEST:



Wen Guerra, President



Joe Rome, Secretary