

MINUTES
STAFFORD CENTRE COMMITTEE MEETING
MONDAY, SEPTEMBER 12, 2022

On the 12th day of September 2022, at 12:00 p.m., the Stafford Centre Committee of Stafford, Texas met in regular session at the Stafford Centre in said City. The following members of the Committee were present: Chairperson Wen Guerra, Vice-Chair Alice Chen, and Committee Member Don Jones. Absent: none. The following City Staff were present: Assistant General Manager Rebecca Hathorn, FMSquared President Bryan Blaum, Assistant City Secretary Shandra Phillips, Administrative Assistant of Recreation Stefanie Plata, Health Inspector Marcia Fouts, and Health Inspector Elena Abraham.

1. Call meeting to order.

Chairperson Guerra called the meeting to order at 12:06 p.m.

2. Approval of minutes for Stafford Centre Committee Meeting held on August 08, 2022.

Chairperson Guerra made a motion to approve the minutes for the Stafford Centre Committee meeting held on August 08, 2022, and Vice-Chair Chen seconded the motion. Chairperson Guerra, Vice-Chair Chen, and Committee Member Jones voted "Aye"; "Nay" – none. Motion carried 3-0.

3. Discussion and Consideration regarding a request by Stafford Fire Department for increase in hourly pay for direct pay jobs at Stafford Civic Center and Stafford Centre.

FMSquared President Bryan Blaum stated that the requested increase was discussed previously at the August 08, 2022 meeting with the Stafford Police Departments request. The Committee approved an increase in the amounts of \$40 an hour for indoor, \$45 an hour for outdoor, an overtime rate of \$60 an hour for indoor, and \$65 an hour for outdoor. Overtime hours would begin after scheduled event hours had ended.

After a brief discussion, Vice-Chair Chen made a motion to approve the Stafford Fire Department increase in hourly pay for direct pay jobs at the Stafford Civic Center and Stafford Centre, and Committee Member Jones seconded the motion. Chairperson Guerra, Vice-Chair Chen, and Committee Member Jones voted "Aye"; "Nay" – none. Motion carried 3-0.

4. Discussion and Consideration regarding a request by Texas Environmental Health Association for the City to co-sponsor their Fall/Winter Conference on September 29, 2022 at Stafford Centre.

The Committee and Staff discussed costs and fees associated with the Fall/Winter Conference in detail.

After discussion, Committee Member Jones made a motion to approve the request by Texas Environmental Health Association for the City to co-sponsor their Fall/Winter Conference on September 29, 2022 at Stafford Centre in the amount of \$700.00, and Vice-Chair Chen seconded. Chairperson Guerra, Vice-Chair Chen, and Committee Member Jones voted "Aye"; "Nay" – none. Motion carried 3-0.

5. Discussion and Consideration regarding request by Fort Bend Symphony Orchestra for the City to co-sponsor their 2022-2023 season at Stafford Centre.

FMSquared President Bryan Blaum advised that he contacted the event coordinator but had been unsuccessful. He also advised that the first event was scheduled for October 02, 2022, however there had not been any tickets sales. Mr. Blaum requested to table the item until he was able to get a response from the coordinator.

After discussion, the consensus from the Committee and Staff was to table the item until further notice.

No action was taken.

6. Discussion and Consideration regarding a request by Indo-American Charity Foundation to transfer their deposit for a Stafford Centre reservation from August 28, 2022 to December 04, 2022.

Chairperson Guerra asked if this was a date change only. FMSquared President Bryan Blaum advised it was a date change only.

Committee Member Jones asked the reason for the date change and late notice since the original date of the event had passed. Assistant General Manager Rebecca Hathorn advised that COVID was the reason for the late notification from their board and at that time they requested a date change.

FMSquared President Bryan Blaum stated that they were a regular client of the Stafford Centre and asked the Committee if they would approve this one-time request. He also stated that, if approved, he would notify the Indo-American Charity Foundation that this was a one-time approval.

After discussion, Committee Member Jones made a motion to approve the request by Indo-American Charity Foundation to transfer their deposit for a Stafford Centre reservation from August 28, 2022 to December 04, 2022, and Vice-Chair Chen seconded the motion. Chairperson Guerra, Vice-Chair Chen, and Committee Member Jones voted "Aye"; "Nay" – none. Motion carried 3-0.

7. Discussion and Consideration regarding a request by Padmini Nathan for a refund for their reservation on November 06, 2022 at Stafford Civic Center.

Chairperson Guerra asked what was the reason for the refund. Administrative Assistant of Recreation Stefanie Plata advised that the request was due to Visa issues as the attendees are from India.

After a brief discussion, Vice-Chair Chen made a motion to approve the request by Padmini Nathan for a refund for their reservation on November 06, 2022 at Stafford Civic Center, and Committee Member Jones seconded the motion. Chairperson Guerra, Vice-Chair Chen, and Committee Member Jones voted "Aye"; "Nay" – none. Motion carried 3-0.

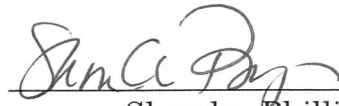
8. Discussion and Consideration regarding a request by FMSquared, LLC to hire Gregory Spinney as the Full-Time Operations Manager at Stafford Centre.

After a brief discussion, Vice-Chair Chen made a motion to approve the request by FMSquared, LLC to hire Gregory Spinney as the Full-Time Operations Manager at Stafford Centre, and Committee Member Jones seconded the motion. Chairperson Guerra, Vice-Chair Chen, and Committee Member Jones voted "Aye"; "Nay" – none. Motion carried 3-0.

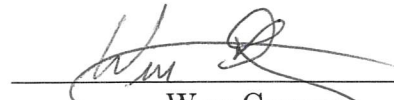
9. Adjournment.

Vice-Chair Chen made a motion to adjourn the meeting at 12:50 p.m., and Committee Member Jones seconded the motion. Chairperson Guerra, Vice-Chair Chen, and Committee Member Jones voted "Aye"; "Nay" – none. Motion carried 3-0.

ATTEST:



Shandra Phillips
Assistant City Secretary



Wen Guerra
Committee Chairperson