

MINUTES
STAFFORD CENTRE COMMITTEE MEETING
MONDAY, AUGUST 12, 2024

On the 12th day of August, 2024 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: Vice-Chair Chen and Committee Member Virginia Rosas. Absent: Chairperson Xavier Herrera. The following City Staff were present: FMSquared President Bryan Blaum, Assistant General Manager Rebecca Hathorn, and Assistant City Secretary Shandra Phillips.

1. Call meeting to order.

Vice-Chair Chen called the meeting to order at 12:12 p.m.

2. Approval of minutes for Stafford Centre Committee Meeting held on June 10, 2024.

Vice-Chair Chen made a motion to approve the minutes for the Stafford Centre Committee meeting held on June 10, 2024, and Committee Member Rosas seconded the motion. Vice-Chair Chen and Committee Member Rosas voted "Aye"; "Nay" – none. Motion carried 2-0.

3. Discussion and Consideration regarding a request by Bangladesh Association Houston to transfer their deposit at the Civic Center from August 23, 2024 to October 11, 2024.

Assistant General Manager Rebecca Hathorn advised that due to complications with the client's Visa, the client cancelled the event.

After a brief discussion, Vice-Chair Chen made a motion to approve the request by Bangladesh Association Houston to transfer their deposit at the Civic Center from August 23, 2024 to October 11, 2024, and Committee Member Rosas seconded the motion. Vice-Chair Chen and Committee Member Rosas voted "Aye"; "Nay" – none. Motion carried 2-0.

4. Discussion and Consideration regarding a request by D'CEM Awards to transfer their deposit at the Civic Center from their cancelled event on July 06, 2024 to August 31, 2024.

After a brief discussion, Vice-Chair Chen made a motion to approve the request by D'CEM Awards to transfer their deposit at the Civic Center from their cancelled event on July 06, 2024 to August 31, 2024, and Committee Member Rosas seconded the motion. Vice-Chair Chen and Committee Member Rosas voted "Aye"; "Nay" – none. Motion carried 2-0.

5. Discussion and Consideration regarding a request by Anna Galvan to transfer their deposit at the Civic Center from their cancelled event on July 21, 2024 to August 16, 2024.

Assistant General Manager Rebecca Hathorn advised that due to Visa issues the client cancelled the event.

After a brief discussion, Vice-Chair Chen made a motion to approve the request by Anna Galvan to transfer their deposit at the Civic Center from their cancelled event on July 21, 2024 to August 16, 2024, and Committee Member Rosas seconded the motion. Vice-Chair Chen and Committee Member Rosas voted “Aye”; “Nay” – none. Motion carried 2-0.

6. Discussion and Consideration regarding a request by Another Tabb Production to transfer their deposit at the Civic Center from their cancelled event on August 10, 2024 to October 13, 2024.

Assistant General Manager Rebecca Hathorn advised that due to Hurricane Beryl, the client wasn't able to conduct rehearsals.

After a brief discussion, Vice-Chair Chen made a motion to approve the request by Another Tabb Production to transfer their deposit at the Civic Center from their cancelled event on August 10, 2024 to October 13, 2024, and Committee Member Rosas seconded the motion. Vice-Chair Chen and Committee Member Rosas voted “Aye”; “Nay” – none. Motion carried 2-0.

7. Discussion and Consideration regarding a request by SMSD to host their Senior Class Meeting at the Civic Center on August 30, 2024.

After a brief discussion, Committee Member Rosas made a motion to approve the request by SMSD to host their Senior Class Meeting at the Civic Center on August 30, 2024, and Vice-Chair Chen seconded the motion. Vice-Chair Chen and Committee Member Rosas voted “Aye”; “Nay” – none. Motion carried 2-0.

8. Discussion and Consideration regarding a request by the Fort Bend Symphony Orchestra for the City to co-sponsor their 2024-2025 season.

After a brief discussion, Vice-Chair Chen made a motion to approve the request by the Fort Bend Symphony Orchestra for the City to co-sponsor their 2024-2025 season, and Committee Member Rosas seconded the motion. Vice-Chair Chen and Committee Member Rosas voted “Aye”; “Nay” – none. Motion carried 2-0.

9. Discussion and Consideration regarding a \$500.00 event compensation credit to Move Dance and Family and Project 3 Dance Productions.

After a brief discussion, Vice-Chair Chen made a motion to approve the \$500.00 event compensation credit to Move Dance and Family and Project 3 Dance Productions, and Committee Member Rosas seconded the motion. Vice-Chair Chen and Committee Member Rosas voted “Aye”; “Nay” – none. Motion carried 2-0.

10. Discussion and Consideration regarding a request by Guzman Productions to transfer their deposit at the Civic Center from their cancelled event on July 11-13, 2024 to September 12-14, 2024.

After a brief discussion, Vice-Chair Chen made a motion to approve the request by Guzman Productions to transfer their deposit at the Civic Center from their cancelled event on July 11-13, 2024 to September 12-14, 2024, and Committee Member Rosas seconded the motion. Vice-Chair Chen and Committee Member Rosas voted “Aye”; “Nay” – none. Motion carried 2-0.

11. Discussion and Consideration regarding a request by Guzman Productions and Sharp Entertainment, LLC for a location agreement to film on September 12-14, 2024 at the Stafford Centre.

FMSquared President Bryan Blaum advised that the agreement had been sent to legal counsel for review.

After a brief discussion, Vice-Chair Chen made a motion to approve the request by Guzman Productions and Sharp Entertainment, LLC for a location agreement to film on September 12-14, 2024 at the Stafford Centre, and Committee Member Rosas seconded the motion. Vice-Chair Chen and Committee Member Rosas voted “Aye”; “Nay” – none. Motion carried 2-0.

12. Discussion and Consideration regarding a request by Matco Tools to transfer their deposit at the Stafford Centre from their cancelled event on July 12-13, 2024 to February 08-09, 2025.

FMSquared President Bryan Blaum advised that due to Hurricane Beryl, the event was canceled.

After a brief discussion, Vice-Chair Chen made a motion to approve the request by Matco Tools to transfer their deposit at the Stafford Centre from their cancelled event on July 12-13, 2024 to February 08-09, 2025, and Committee Member Rosas seconded the motion. Vice-Chair Chen and Committee Member Rosas voted “Aye”; “Nay” – none. Motion carried 2-0.

13. Discussion and Consideration regarding a request by Liverpool Legends, Inc. to transfer their deposit at the Stafford Centre from their cancelled event on July 19, 2024 to September 06, 2024.

FMSquared President Bryan Blaum advised that due to Hurricane Beryl, the event was canceled.

After a brief discussion, Vice-Chair Chen made a motion to approve the request by Liverpool Legends, Inc. to transfer their deposit at the Stafford Centre from their cancelled event on July 19, 2024 to September 06, 2024, and Committee Member Rosas seconded the motion. Vice-Chair Chen and Committee Member Rosas voted “Aye”; “Nay” – none. Motion carried 2-0.

14. Discussion and Consideration regarding a request by Pakistan Chamber of Commerce USA for a deposit refund for their canceled event on October 10-13, 2024 at the Stafford Centre.

FMSquared President Bryan Blaum advised that due to Visa issues, the event was canceled.

After a brief discussion, the consensus from the committee was to transfer Pakistan Chamber of Commerce USA deposit for their canceled event on October 10-13, 2024 at the Stafford Centre to a future date by October 2025.

15. Discussion and Consideration regarding the Fiesta on the Plaza Festival at the Civic Center on September 20-21, 2024.

The Committee Members discussed the schedule of events.

No action was taken.

16. Discussion and Consideration regarding revisions to the Stafford Centre License Agreements.

After a brief discussion, Committee Member Rosas made a motion to approve the revisions to the Stafford Centre License Agreements except for the Fire Marshal addendum, and Vice-Chair Chen seconded the motion. Vice-Chair Chen and Committee Member Rosas voted “Aye”; “Nay” – none. Motion carried 2-0.

17. Discussion and Consideration regarding a request to establish Stafford Centre Audio/Visual Packages, Equipment, and Labor rental rates.

After a brief discussion, Committee Member Rosas made a motion to approve the Stafford Centre Audio/Visual Packages, Equipment, and Labor rental rates, and Vice-Chair Chen seconded the motion. Vice-Chair Chen and Committee Member Rosas voted “Aye”; “Nay” – none. Motion carried 2-0.

18. Discussion and Consideration regarding a request to increase the rates at the Stafford Centre for ushers, door persons, and crowd managers to \$25.00 per hour.

After a brief discussion, Vice-Chair Chen made a motion to approve the request to increase the rates at the Stafford Centre for ushers, door persons, and crowd managers to \$25.00 per hour, and Committee Member Rosas seconded the motion. Vice-Chair Chen and Committee Member Rosas voted “Aye”; “Nay” – none. Motion carried 2-0.

19. Discussion and Consideration regarding a request by FMSquared, LLC to increase the job rate for Riggers, Spot Light Operators, Stagehands, Loaders, and Vendor Assistants to \$25.00 per hour.

After a brief discussion, Committee Member Rosas made a motion to approve the request by FMSquared, LLC to increase the job rate for Riggers, Spot Light Operators, Stagehands, Loaders, and Vendor Assistants to \$25.00 per hour, and Vice-Chair Chen seconded the motion. Vice-Chair Chen and Committee Member Rosas voted “Aye”; “Nay” – none. Motion carried 2-0.

20. Discussion and Consideration regarding the Stafford Centre Budget for Fiscal Year 2024-2025.

The Committee Members and FMSquared President Bryan Blaum discussed Fiscal Year 2024-2025 budget.

No action was taken.

21. Adjournment.

Without objection, the meeting was adjourned at 1:49 p.m.

ATTEST:



Shandra Phillips
Assistant City Secretary



Xavier Herrera
Committee Chairperson