

MINUTES
STAFFORD CENTRE COMMITTEE MEETING
MONDAY, DECEMBER 9, 2024

On the 9th day of December, 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: Chairperson Xavier Herrera, Vice-Chair Chen, and Committee Member Virginia Rosas. Absent: None. The following City Staff were present: Director of Recreation Susan Ricks, Administrative Assistant of Recreation Stefanie Plata, and Assistant City Secretary Shandra Phillips.

1. Call meeting to order.

Chairperson Herrera called the meeting to order at 12:03 p.m.

2. Approval of minutes for Stafford Centre Committee Meeting held on October 14, 2024.

Committee Member Rosas made a motion to approve the minutes for the Stafford Centre Committee meeting held on October 14, 2024, and Chairperson Herrera seconded the motion. Chairperson Herrera, Vice-Chair Chen, and Committee Member Rosas voted "Aye"; "Nay" – none. Motion carried 3-0.

3. Discussion and Consideration regarding a request by VT Seva Houston Chapter to transfer their deposit at the Civic Center from their cancelled event on November 16, 2024 to December 06, 2024.

After a brief discussion, Chairperson Herrera made a motion to approve the request by VT Seva Houston Chapter to transfer their deposit at the Civic Center from their cancelled event on November 16, 2024 to December 21, 2025, and Committee Member Rosas seconded the motion. Chairperson Herrera, Vice-Chair Chen, and Committee Member Rosas voted "Aye"; "Nay" – none. Motion carried 3-0.

4. Discussion and Consideration regarding the Request for Proposal (RFP) for the Stafford Centre Management Company.

Director of Recreation Susan Ricks provided an update from the Finance Committee.

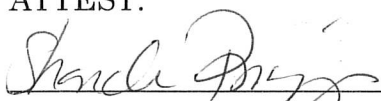
The Committee Members and Ms. Ricks discussed the quotes received for the Request for Proposal (RFP).

After a brief discussion, the consensus from the committee was to refer Venue Solutions Group, as presented to City Council for consideration.

5. Adjournment.

Without objection, the meeting was adjourned at 12:33 p.m.

ATTEST:



Shandra Phillips
Assistant City Secretary



Xavier Herrera
Committee Chairperson