City of Sugar Land

City Council Agenda

Sugar Land City Hall
2700 Town Center
Boulevard North
Sugar Land, TX 77479

Tuesday, August 5, 2025
City Council Meeting
City Council Chamber
5:30 PM

I. Attention

Members of the City Council, Board and/or Commission may participate in deliberations of posted agenda items through video conferencing means. A quorum of the City Council, Board and/or Commission will be physically present at the above-stated location, and said location is open to the public. Audio/Video of open deliberations will be available for the public to hear/view; and are recorded as per the Texas Open Meetings Act.

The meeting will live stream at https://www.sugarlandtx.gov/1238/SLTV-16-Live-Video or https://www.youtube.com/user/SugarLandTXgov/live. Sugar Land Comcast/Xfinity Cable Subscribers can also tune-in on Channel 16.

II. Call to Order

III. Invocation

Councilmember Jim Vonderhaar

IV. Pledges of Allegiance

Councilmember Jim Vonderhaar

V. Recognition

A. SUGAR LAND HERITAGE FOUNDATION
IMPERIAL SUGAR CHAR HOUSE & WATER TOWER
CENTENNIAL CELEBRATION
Carol McCutcheon, Mayor

VI. Public Comment

Pursuant to Texas Government Code section 551.007, citizens are permitted to address the City Council, Board and/or Commission in person with regard to matters posted for consideration on the agenda. Each speaker must complete a "Request to Speak" form and give it to the City Secretary or designee, prior to the beginning of the meeting.

Each speaker is limited to 3 minutes, speakers requiring a translator will have 6 minutes, regardless of the number of agenda items to be addressed. Comments or discussion by City Council, Board, and/or Commission members, will only be made at the time the subject is scheduled for consideration.

For questions or assistance, please contact the Office of the City Secretary (281) 275-2730.

VII. Consent Agenda

All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

A. **CONTRACT WITH RJN GROUP, INC.**
Consideration of and action on authorization of a Contract with RJN Group, Inc., in

the amount of $249,620.00, for the Wastewater Force Main Condition Assessment Project, CIP CWW2403.

Carla Barrios, Engineer II, Jonathan Braun, Assistant City Engineer

B. **CONTRACT WITH STANTEC CONSULTING SERVICES, INC.**
Consideration of and action on authorization of a Contract with Stantec Consulting Services, Inc., in the amount of $157,956.00, for the Eldridge Park Improvements Project, CIP CPK2504.

Carla Barrios, Engineer II

C. **MINUTES**
Consideration of and action on the minutes of the July 15, 2025 meeting.

Linda Mendenhall, City Clerk

VIII. Donations

A. **ACCEPTANCE OF MONETARY DONATIONS**
Consideration of and action on acceptance of monetary donations, in the amount of $2,158.00, for adoption efforts and animal welfare community education efforts for the Animal Shelter.

Melissa Hobson, Animal Service Manager

IX. Public Hearings

A. **PUBLIC HEARING AND AUTHORIZATION OF A WATER WELL DRILLING PERMIT APPLICATION WITH FORT BEND COUNTY LEVEE IMPROVEMENT DISTRICT NO. 17**
PUBLIC HEARING 5:30 P.M.: Receive and hear all persons desiring to be heard on the proposed Water Well Drilling Permit Application with Fort Bend County Levee Improvement District No. 17, for the replacement of Well 1251.

Consideration of and action on authorization of a Water Well Drilling Permit Application with Fort Bend County Levee Improvement District No. 17, for the replacement of Well 1251.

Margo Watson, Water Resources Manager

X. Contracts and Agreements

A. **CONTRACT WITH HALFF ASSOCIATES, INC.**
Consideration of and action on authorization of a Contract with Halff Associates, Inc., in the amount of $512,513.00, for design services for the Windmill Drainage Modifications Project, CIP CDR2504.

Robert Wilson, Assistant City Engineer

B. **CONTRACT WITH SEQUEL DATA SYSTEMS, INC.**
Consideration of and action on authorization of a Contract with Sequel Data Systems, Inc., in the amount of $143,800.00, for Cisco XDR cybersecurity services.

Steve Budny, Director of IT, Data, and Security

XI. City Council and City Manager Reports

In accordance with Texas Government Code section 551.0415, City Council Members and the City Manager may provide reports on items of community interest. No action, consideration or discussion will occur regarding these reports.

XII. Closed Executive Session

A. Closed Executive Session as authorized by Chapter 551, Texas Government Code, in accordance with:

Section 551.074 - Public Officers:

For the purpose of deliberations regarding appointments to, and duties of, the Building Standards Commission, Planning and Zoning Commission, and Zoning Board of Adjustment.

Linda Mendenhall, City Clerk

XIII. Adjournment

The Mayor and City Council reserve the right, upon motion, to suspend the rules to consider business out of the posted order. In addition to any Executive Session listed above, the City Council reserves the right to adjourn into Executive Session at any time during this meeting for the purpose of consultation with the Attorney as authorized by Texas Government Code Sections 551.071 to discuss any of the matters listed above.

If you plan to attend this public meeting and you have a disability that requires special arrangements at the meeting, please contact the City Secretary, (281) 275-2730. Requests for special services must be received 48 hours prior to the meeting time. Reasonable accommodations will be made to assist your needs.

The agenda and supporting documentation is located on the City Website under meeting agendas.

Posted on this DATE/TIME

City Council Agenda Request
August 5, 2025

Agenda Request No: V.A.

Agenda of: City Council Meeting

Initiated by: Natalie Serrano, City Council Liaison

Presented by: Carol McCutcheon, Mayor

Responsible Department: Strategic and Government Affairs

Agenda Caption:
SUGAR LAND HERITAGE FOUNDATION
IMPERIAL SUGAR CHAR HOUSE & WATER TOWER
CENTENNIAL CELEBRATION

Recommended Action:
Recognize the Sugar Land Heritage Foundation members for the Imperial Sugar Char House & Water Tower Centennial Celebration and name Kristin Lytle as the Queen of Imperial Sugar Land Centennial Celebration for her dedication in planning the event.

Executive Summary:
The mission of the Sugar Land Heritage Foundation is to research, collect, preserve, and communicate the history, culture and values of the Sugar Land community, to help guide the community for the future.

On July 13, 2025, the Heritage Foundation held the Imperial Char House and Water Tower Centennial Celebration, a community event marking 100 years of Sugar Land's most iconic historic structures. This milestone arrives at a pivotal time, aligning with the City of Sugar Land's recent announcement to acquire, revitalize, and redevelop this cherished site.

Constructed in 1925, the Char House and Water Tower were cornerstones of the refinery complex that powered Sugar Land's economy and helped shape its identity for generations.

The Foundation's Board Members' hard work and tireless efforts in planning made the event a success, bringing together community members, event sponsors and volunteers to celebrate 100 years of history, community, and heritage. The Board and the City of Sugar Land would also like to recognize and name Kristin Lytle the "Queen of the Imperial Sugar Land Centennial Celebration" for her exceptional leadership in bringing the even to life.

We thank the Sugar Land Heritage Foundation and Kristin for their continued commitment to honoring our past and building awareness for generations to come.

Budget

Expenditure Required: N/A

Current Budget: N/A

Additional Funding: N/A

Funding Source: N/A

Account Number (ORG-OBJ-Project): N/A

Attachments
None

City Council Agenda Request
August 5, 2025

Agenda Request No: VII.A.

Agenda of: City Council Meeting

Initiated by: Carla Barrios, Engineer II

Presented by: Carla Barrios, Engineer II, Jonathan Braun, Assistant City Engineer

Responsible Department: Engineering

Agenda Caption:
CONTRACT WITH RJN GROUP, INC.
Consideration of and action on authorization of a Contract with RJN Group, Inc., in the amount of $249,620.00, for the Wastewater Force Main Condition Assessment Project, CIP CWW2403.

Recommended Action:
Authorize the execution of a professional services contract with RJN Group, Inc. for the Wastewater Force Main Condition Assessment, CIP CWW2403, in the amount of $249,620.00.

Executive Summary:
The City operates a wastewater collection system that includes over 35 miles of force mains. Due to the aging nature of this infrastructure, the City aims to proactively conduct a comprehensive evaluation of its current condition and establish a structured approach for ongoing assessments. This initiative reflects the City's commitment to sustaining critical infrastructure while minimizing potential service disruptions.

The project goal is to provide actionable recommendations for the enduring operational efficiency of the city's force main system. The scope of work will be broken down into 5 parts:

- Initial Data and Planning:
    - Collecting and reviewing all available data and records, including operations and maintenance documentation.
    - Performing travel time calculations and conducting on-site field visits for pre-inspection planning.
    - Coordinating with inspection vendors to ensure all required deliverables meet city standards.

- Force Main Inspections:
    - Conducting internal inspections of selected force mains.
    - Capturing GPS location data, elevation profiles, and completing a detailed inspection questionnaire for each segment.
    - Performing visual examinations of all air release valves (ARVs) and other structures along the force main routes.
    - Observing valve operations by city personnel to confirm functional status.
    - Recording GPS coordinates for all relevant structures.

- Lift Station Assessment:
    - Conducting a general assessment of selected lift stations.
    - Observing pump operations under typical conditions.
    - Performing dye testing to verify travel times.
    - GPS mapping of lift station structures.

- Data Analysis and Recommendations:
    - Rigorously analyzing all data from inspections and field assessments.
    - Evaluating data from acoustic leak detection, air and gas pocket detection, pressure and temperature sensing, and identifying deposits or blockages.
    - Conducting a magnetometer survey to detect material changes.
    - Integrating compiled findings into a GIS-based map of the force main system.
    - Formulating professional recommendations for future inspections, rehabilitation or repair, and ongoing maintenance.
    - Including estimated budgetary pricing and a proposed timeline for implementation, prioritized by urgency.

- Final Deliverable:
    - Preparing a technical memorandum documenting all project activities, findings, analyses, and recommendations.

The Engineering Department selected RJN Group, Inc. from the pre-qualified engineering firms, after a comprehensive review of three firms that have relevant experience and qualifications under the City's Professional Services Policy PU-109. RJN Group, Inc. stood out due to their prior experience in similar assessments and their proposed use of advanced sensor technology, demonstrating both the competence and qualifications necessary to perform the required services.

The total cost of the professional services offered by RJN Group, Inc. is $249,620.00, funded through CIP CWW2403, which has an available balance of $250,000.00.

The Engineering and Public Works Departments recommend that the City Council approve a professional services contract with RJN Group, Inc. for the Wastewater Force Main Condition Assessment, CIP CWW2403, for the amount of $249,620.00.

Budget

Expenditure Required: $249,620.00

Current Budget: $250,000.00

Additional Funding: N/A

Funding Source: Revenue Bonds

Account Number (ORG-OBJ-Project): 6049210-621010-CWW2403

Attachments

1. Contract
2. Proposal
3. HB89
4. 1295 Form
5. SB13
6. SB19
7. COI

CITY OF SUGAR LAND
STANDARD CONTRACT FOR GENERAL SERVICES
$100K to $999,999.99
(Rev. 1-16-25)

I. Signatures. By signing below, the parties agree to the terms of this Contract:

CITY OF SUGAR LAND	CONTRACTOR:
By:	By: Jose D. Maldonado
Date:	Date: 6/26/25
Title:	Title: Vice President
	Company: RJN Group, Inc.

MATTER NUMBER: 6995M
APPROVED AS TO FORM:
Trisha Day

II. General Information and Terms.

Contractor's Name and Address:	RJN Group, Inc. 2550 Gray Falls Drive, Suite 203 Houston, Texas 77077
Description of Services:	Force Main Condition Assessments
Maximum Contract Amount:	$249,620.00
Effective Date:	On the latest of the dates signed by both parties.
Termination Date:	See III.C.

Contract Parts: This Contract consists of the following parts:

I. Signatures
II. General Information and Terms
III. Standard Contractual Provisions
IV. Additional Terms or Conditions
V. Additional Contract Documents

City Council Agenda Request
August 5, 2025

Agenda Request No: VII.B.

Agenda of: City Council Meeting

Initiated by: Carla Barrios, Engineer II

Presented by: Carla Barrios, Engineer II

Responsible Department: Engineering

Agenda Caption:
CONTRACT WITH STANTEC CONSULTING SERVICES, INC.
Consideration of and action on authorization of a Contract with Stantec Consulting Services, Inc., in the amount of $157,956.00, for the Eldridge Park Improvements Project, CIP CPK2504.

Recommended Action:
Authorize the execution of a professional services contract with Stantec Consulting Services Inc. for the Eldridge Park Improvements, CIP CPK2504, in the amount of $157,956.00.

Executive Summary:
The Eldridge Park Improvements project is focused on revitalizing one of Sugar Land's most visited and valued community parks. As home to one of the city's major soccer complexes used for both open play and organized league events, Eldridge Park plays a vital role in supporting recreation, fitness, and community engagement. However, built in 2002, the park is aging, requires frequent irrigation repairs, faces drainage issues in the parking lot, and needs broader enhancements to meet the evolving needs of its users.

The proposed improvements include converting an existing natural grass soccer field to synthetic turf, addressing drainage concerns, designing a new irrigation system throughout Eldridge Park, and adding new site features such as a playground wall and a dumpster enclosure. In addition to the planned upgrades, an add-alternate for a modular/multi-sports solution is included in the project scope. This innovative play system is a smaller, enclosed field that can be used for soccer, futsal, and other recreational activities. Its compact design encourages fast-paced play and is ideal for people of all ages and skill levels. These upgrades are designed to improve functionality, safety, and aesthetics throughout the park. This initiative reflects the City's strategic focus on high-impact projects selected based on location, community needs, and feasibility.

Beyond infrastructure, the project supports broader community goals by promoting fitness, outdoor activities, youth sports associations, and overall wellness for Sugar Land residents. It also fosters economic and social benefits by enhancing public amenities that attract visitors and strengthen community ties. By investing in this critical recreational asset, the City of Sugar Land is demonstrating its commitment to encouraging physical and mental health while improving the quality of life for all who live, work, and play in the area.

On July 16, 2025, the SL4B board approved the allocation of $200,000.00 towards the design of the Eldridge Park Improvements.

The Engineering Department selected Stantec Consulting Services Inc. from the pre-qualified engineering firms, after a comprehensive review of five firms that have relevant experiences and qualifications under the City's Professional Services Policy PU-109. Stantec Consulting Services Inc. stood out due to their prior experience in similar park projects, especially with turf installation, demonstrating both the competence and qualifications necessary to perform the required services.

The total cost of the professional services is $157,956.00, funded through CIP CPK2504, which has an available balance of $200,000.00.

The Engineering and Parks and Recreation Departments recommend that the City Council approve a professional services contract with Stantec Consulting Services Inc. for the Eldridge Park Improvements, CIP CPK2504, for the amount of $157,956.00.

Budget

Expenditure Required: $157,956.00

Current Budget: $200,000.00

Additional Funding: N/A

Funding Source: Sugar Land 4B Corporation

Account Number (ORG-OBJ-Project): 7053225-621015-CPK2504

Attachments

1. Sugar Land Eldridge Park Contract_Page 1
2. Proposal
3. COI
4. 1295 Form
5. HB89
6. SB13
7. SB19

CITY OF SUGAR LAND
STANDARD CONTRACT FOR GENERAL SERVICES
$100K to $999,999.99
(Rev. 1-16-25)

I. Signatures. By signing below, the parties agree to the terms of this Contract:

CITY OF SUGAR LAND	**CONTRACTOR**:
By:	**By:** Bradley Cowan
Date:	**Date:** July 7, 2025
Title:	**Title:** Design Director - Landscapr Architecture
MATTER NUMBER: 6994M APPROVED AS TO FORM:	**Company:** Stantec Consulting Services Inc.

II. General Information and Terms.

Contractor's Name and Address:	Stantec Consulting Services Inc. 910 Louisiana Street, Suite 2600 Houston, Texas 77002
Description of Services:	Eldridge Park Improvements
Maximum Contract Amount:	$157,956.00
Effective Date:	On the latest of the dates signed by both parties.
Termination Date:	See III.C.

Contract Parts: This Contract consists of the following parts:

I. Signatures
II. General Information and Terms
III. Standard Contractual Provisions
IV. Additional Terms or Conditions
V. Additional Contract Documents

City Council Agenda Request
August 5, 2025

Agenda Request No: VII.C.

Agenda of: City Council Meeting

Initiated by: Ashley Newsome, Deputy City Clerk

Presented by: Linda Mendenhall, City Clerk

Responsible Department: City Clerk's Office

Agenda Caption:
MINUTES
Consideration of and action on the minutes of the July 15, 2025 meeting.

Recommended Action:
Consider the minutes of the July 15, 2025 meeting.

Executive Summary:
Consider the minutes of the July 15, 2025 meeting.

Budget

Expenditure Required: N/A

Current Budget: N/A

Additional Funding: N/A

Funding Source: N/A

Account Number (ORG-OBJ-Project): N/A

Attachments
1. 071525cc_minutes

City of Sugar Land

City Council Minutes

Sugar Land City Hall
2700 Town Center
Boulevard North
Sugar Land, TX 77479

Tuesday, July 15, 2025
City Council Meeting Minutes
City Council Chamber
5:30 PM

I. Attention

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II. Call to Order

QUORUM PRESENT

Suzanne Whatley, Stewart Jacobson, Robert Boettcher, Rick Miller, Sanjay Singhal, Jim Vonderhaar, and Carol McCutcheon were present.

III. Invocation

Carol McCutcheon, Mayor

IV. Pledges of Allegiance

Carol McCutcheon, Mayor

V. Public Comment

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For questions or assistance, please contact the Office of the City Secretary (281) 275-2730.

VI. Consent Agenda

All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

A. **<u>AMENDMENT NO. 2 WITH FLOCK GROUP, INC.</u>**
Consideration of and action on authorization of Amendment No. 2 to the Five-Year Contract with Flock Group, Inc., in the amounts of $547,009.94 for Years Two – Five, for reinstallation services and consolidation of leasing contracts of fifty-three (53) additional license plate recognition cameras; for a total contract amount of $2,232,990.58.
Pedro Lara, Chief of Police

Pedro Lara, Chief of Police, made comments and answered questions from the Council.
A motion to **Approve Amendment No. 2 to the LPR camera contract with Flock Group, Inc.**, was made by Robert Boettcher and seconded by Suzanne Whatley, the motion **Passed**.

Ayes: Suzanne Whatley, Stewart Jacobson, Robert Boettcher, Rick Miller, Sanjay Singhal, Jim Vonderhaar, Carol McCutcheon

B. **<u>CONTRACT WITH ARKK ENGINEERS LLC</u>**
Consideration of and action on authorization of a Contract with ARKK Engineers LLC, in the amount of $229,975.00, for design and bid phase services for the Wastewater Collection System Rehabilitation Project, CIP CWW2501.
Paola DeLaTorre, Project Manager II

C. **<u>CONTRACT WITH ESKOLA LLC, DBA JR JONES ROOFING</u>**
Consideration of and action on authorization of a Contract with Eskola LLC, DBA JR Jones Roofing, in the amount of $115,496.00 through the Choice Partners Cooperative Purchasing Contract No. 24/002TC-07, for Fire Station No. 1 roof coating and associated services for the Public Safety Facilities Rehabilitation Project, CIP CMU2503.
Paola DeLaTorre, Project Manager II

D. **<u>CONTRACT WITH ESKOLA LLC, DBA JR JONES ROOFING</u>**
Consideration of and action on authorization of a Contract with Eskola LLC, DBA JR Jones Roofing, in the amount of $314,174.00 through the Choice Partners Cooperative Purchasing Contract No. 24/002TC-07, for Fire Station No. 4 re-roofing and associated services for the Public Safety Facilities Rehabilitation Project, CIP CMU2503.
Paola DeLaTorre, Project Manager II

E. **<u>CONTRACT WITH JSS CONSTRUCTION LLC</u>**
Consideration of and action on authorization of a Contract with JSS Construction LLC, in the amount of $632,641.00, for construction services for the Tract 2 Wastewater Improvements Project, CIP CWW2309.
Timothy Jahn, Senior Engineering Manager

F. **<u>CONTRACT WITH BASS CONSTRUCTION CO., INC.</u>**
Consideration of and action on a Contract with Bass Construction Co., Inc., in the amount of $570,000.00, for Public Safety facilities bay door improvements for the Public Safety & Public Services Building Rehabilitation Project, CIP CMU2202,

utilizing 2019 General Obligation Funds.
Lauren Lathon, Facilities Services Project Manager

Herc Meier, Director of Public Works, made comments and answered questions from the Council.
A motion to **Approve the construction contract with Bass Construction Co., Inc. for Public Safety Facility Bay Door Improvements** was made by Sanjay Singhal and seconded by Rick Miller; the motion **Passed**.

Ayes: Suzanne Whatley, Stewart Jacobson, Robert Boettcher, Rick Miller, Sanjay Singhal, Jim Vonderhaar, Carol McCutcheon

G. **CONTRACT WITH PURESERVICE CORPORATION**
Consideration of and action on a Contract with PureService Corporation, in the amount of $130,675.00, for janitorial services for City park facilities. This contract will automatically renew for four (4) additional one-year terms for a total contract amount of $653,375.00.
William Hajdik, Assistant Director of Parks & Recreation

H. **CONTRACT WITH COZO INDUSTRIES LLC**
Consideration of and action on a Three-Year Artwork Lease Agreement with COZO Industries LLC, in the annual amount of $40,000.00, for three (3) HYBYCOZO sculptures at Smart Financial Centre; and $40,000.00 for installation, and deinstallation services. This contract has a total contract amount of $160,000.00.
Nicole Guevara, Assistant Director of Neighborhood Services

Nicole Guevara, Assistant Director of Neighborhood Services, made comments and answered questions from the Council.

A motion to **Approve the HYBYCOZO Art Installation at Smart Financial Centre Plaza** was made by Suzanne Whatley and seconded by Stewart Jacobson, the motion **Passed**.
Ayes: Suzanne Whatley, Stewart Jacobson, Rick Miller, Jim Vonderhaar, Carol McCutcheon
Nays: Robert Boettcher, Sanjay Singhal

I. **MINUTES**
Consideration of and action on the minutes of the July 1, 2025 meeting
Linda Mendenhall, City Clerk

A motion to **Approve the consent agenda items B-E, G, and I** was made by Stewart Jacobson and seconded by Rick Miller, the motion **Passed**.

Ayes: Suzanne Whatley, Stewart Jacobson, Robert Boettcher, Rick Miller, Sanjay Singhal, Jim Vonderhaar, Carol McCutcheon

VII. Appointments

A. **ANIMAL ADVISORY BOARD APPOINTMENTS**
Consideration of and action on the appointment of a Municipal Officer and Animal

Shelter Employee for unexpired terms ending September 30, 2025 to the Animal Advisory Board.
Carol McCutcheon, Mayor

The City Council appointed Melissa Hobson as the municipal officer and Mark Grothaus as the Animal Shelter employee for the Animal Advisory Board.

A motion to **Approve the Animal Advisory Board Appoinments**, was made by Sanjay Singhal and seconded by Jim Vonderhaar, the motion **Passed**.

Ayes: Suzanne Whatley, Stewart Jacobson, Robert Boettcher, Rick Miller, Sanjay Singhal, Jim Vonderhaar, Carol McCutcheon

VIII. Budget

A. **FILING THE FISCAL YEAR 2026 ANNUAL BUDGET AND FISCAL YEAR 2026-2030 FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM**
Receive for filing the City Manager's proposed Fiscal Year 2026 Annual Budget and Fiscal Year 2026-2030 Five-Year Capital Improvement Program.
ShaLae Steadman, Director of Budget

ShaLae Steadman, Director of Budget, gave a presentation, made comments, and answered questions from the Board.

IX. City Council and City Manager Reports

In accordance with Texas Government Code section 551.0415, City Council Members and the City Manager may provide reports on items of community interest. No action, consideration or discussion will occur regarding these reports.

Mayor McCutcheon and the City Council gave comments and reported on events and activities attended. Michael Goodrum, City Manager, gave comments and reported on events and activities attended.

X. Adjournment

A motion to **Adjourn at 6:17 p.m.**, was made by Sanjay Singhal and seconded by Carol McCutcheon; the motion **Passed**.

Ayes: Suzanne Whatley, Stewart Jacobson, Robert Boettcher, Rick Miller, Sanjay Singhal, Jim Vonderhaar, Carol McCutcheon

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Linda Mendenhall, City Clerk

City Council Agenda Request
August 5, 2025

Agenda Request No: VIII.A.

Agenda of: City Council Meeting

Initiated by: Sandra Stroud, Administrative Manager

Presented by: Melissa Hobson, Animal Service Manager

Responsible Department: Animal Services - Division

Agenda Caption:
ACCEPTANCE OF MONETARY DONATIONS
Consideration of and action on acceptance of monetary donations, in the amount of $2,158.00, for adoption efforts and animal welfare community education efforts for the Animal Shelter.

Recommended Action:
Recognition and acceptance of donations to Sugar Land Animal Service in the amount of $2,158.00

Executive Summary:
The Animal Services Department receives donations throughout the year from residents, non-residents, and businesses. In accordance with the City's donations policy, all donations over $250 require formal acceptance by the City Council. Since the last City Council approval in April 2025, the Animal Services Division has received a donation exceeding $250, totaling $1,000.00, as outlined below. Additionally, 16 donations under $250 have been received, amounting to a total of $1,158.00.

Subaru Loves Pets Event	$1,000.00
Total	$1,000.00

In total, the City has received 17 monetary donations, amounting to $2,158.00, for Animal Services. The Animal Services Department recommends that the City Council formally accept these donations in the amount of $2,158.00. These funds will be allocated to the care and adoption of shelter animals, as well as community-wide animal welfare education initiatives.

Budget

Expenditure Required: N/A

Current Budget: N/A

Additional Funding: N/A

Funding Source: N/A

Account Number (ORG-OBJ-Project): N/A

Attachments
None

City Council Agenda Request
August 5, 2025

Agenda Request No: IX.A.

Agenda of: City Council Meeting

Initiated by: Margo Watson, Water Resources Manager

Presented by: Margo Watson, Water Resources Manager

Responsible Department: Utilities

Agenda Caption:
PUBLIC HEARING AND AUTHORIZATION OF A WATER WELL DRILLING PERMIT APPLICATION WITH FORT BEND COUNTY LEVEE IMPROVEMENT DISTRICT NO. 17
PUBLIC HEARING 5:30 P.M.: Receive and hear all persons desiring to be heard on the proposed Water Well Drilling Permit Application with Fort Bend County Levee Improvement District No. 17, for the replacement of Well 1251.

Consideration of and action on authorization of a Water Well Drilling Permit Application with Fort Bend County Levee Improvement District No. 17, for the replacement of Well 1251.

Recommended Action:
Utilities staff recommends that the City Council hold a Public Hearing and authorize the approval of the Water Well Drilling Permit to replace existing well #1251 as submitted by the Fort Bend County Levee Improvement District No.17

Executive Summary:
Groundwater wells in Fort Bend County are regulated through the Fort Bend Subsidence District with the goal of minimizing land subsidence, which is the settling of the land surface due to over-reliance of groundwater production and consolidation of soil layers. The Fort Bend County Subsidence District (FBSD) was established by the Texas Legislature in 1989 to regulate groundwater withdrawals to prevent further land subsidence in Fort Bend County. Beginning in 2014, the City had to meet FBSD regulations requiring 30 percent of its water demand to come from alternative (non-groundwater) sources. In 2027, this water supply requirement will increase to 60 percent alternative sources.

The City has proactively planned for these regulations through the creation of a Groundwater Reduction Plan as well as long range planning through the Integrated Water Resource Plan. The City of Sugar Land's Groundwater Reduction Plan (GRP) plans for and provides the non-groundwater supplies for all entities within the current City Limits and extraterritorial jurisdiction (ETJ). The GRP is comprised of 18 participants, totaling 76 wells. All members have entered into a GRP Participant Agreement with the City; the wells have meters and pay GRP fees based on the metered water used. The GRP meets the regulations through several alternative water supplies including the Surface Water Treatment Plant, as well as filling local amenity lakes with raw surface water and reclaimed water.

The Fort Bend County Levee Improvement District No. 17 participates in the Sugar Land Groundwater Reduction Plan through its management of water supplies for filling amenity lakes and irrigation in the Telfair neighborhood. The main source of water supply is surface water pumped from Oyster Creek. Additionally, the LID owns two groundwater wells that provide backup supply. The existing well #1251 has failed and is no longer operational, and LID No. 17 is requesting permission from the City to drill a replacement well.

City Ordinance Section 3-176 prohibits the drilling of wells of any type within the City's limit; however, it does allow the City Council to approve the drilling of a water well for various reasons, including if an existing well fails or if other sources of water are not feasible. The process requires a Water Well Drilling Permit application for review by Utilities staff. The permit is then brought to City Council to authorize the issuance of the permit. Historically, the City has approved the use of small wells to fill amenity lakes when wells fail, or no other financially viable water source is available.

If approved, this well will replace the existing well and will not adversely affect the GRP. As it is a replacement for an existing well, it will not increase LID No. 17's projected aggregated groundwater use or the GRP's total groundwater volume permitted by the Fort Bend County Subsidence District. The raw surface water supply from Oyster Creek is currently used as the primary source to fill the amenity lakes and irrigate while the groundwater well is only used to supplement when necessary.

Utilities staff have reviewed the Water Well Drilling Permit application submitted by FB LID No. 17. In addition to authorization by the City Council, FB LID No. 17 must obtain approval by the FBSD board of directors. FB LID No. 17's application meets all the criteria such as size, depth, and the location not interfering with current or future city-owned potable water wells.

Utilities staff recommends the City Council hold a Public Hearing and authorize the approval of the Water Well Drilling Permit to replace existing well #1251 as submitted by the Fort Bend County Levee Improvement District No.17.

Budget

Expenditure Required: N/A

Current Budget: N/A

Additional Funding: N/A

Funding Source: N/A

Account Number (ORG-OBJ-Project): N/A

Attachments

1. FB LID No. 17 Well Drilling Application Presentation
2. LID No. 17 Well Application COSL
3. LID No. 17 FBSD Well Permit Application Submitted
4. GRP Agreement 2010 _ FBC Lid No. 17

City Council Agenda Request
August 5, 2025

Agenda Request No: X.A.

Agenda of: City Council Meeting

Initiated by: Huy Ton, Senior Engineering Manager

Presented by: Robert Wilson, Assistant City Engineer

Responsible Department: Engineering

Agenda Caption:
CONTRACT WITH HALFF ASSOCIATES, INC.
Consideration of and action on authorization of a Contract with Halff Associates, Inc., in the amount of $512,513.00, for design services for the Windmill Drainage Modifications Project, CIP CDR2504.

Recommended Action:
Authorize the execution of a professional services contract with Halff Associates, Inc. for the Windmill Drainage Modifications, CIP CDR2504, in the amount of $512,513.00.

Executive Summary:
A drainage study was completed in 2018 for the areas of the Austin Park, Settlers Grove, and Chimneystone subdivisions post-Hurricane Harvey. These areas regularly experience excessive street ponding during major storm events, and some homes experienced structural flooding during Hurricane Harvey. The study identified multiple areas that exceeded the City's performance criteria established by the Master Drainage Plan, and they have been programmed in the capital improvement program for improvements. The first phases of the recommended improvements included the Settlers Park Drainage Improvements and the Austin Park/Chimneystone Drainage Improvement projects. The Settlers Park Drainage Improvements project was completed in 2022. The Austin Park/Chimneystone Drainage Improvements project was included in the 2019 voter-approved GO Bond program, and construction is at 99% completion.

The Windmill Drainage Modification Project is part of a second phase of drainage projects that required the completion of the Austin Park/Chimneystone Drainage Improvements to be constructed, in order for channel and outfall improvements to exist for the future connection of storm sewer from the Windmill Dr area. This project was included in the 2024 GO Bond to continue drainage improvements in the area identified in the previous study. These projects will reduce structural flooding risks and reduce the ponding depths and durations during major rain events.

The Windmill Drainage Modification project will include the following scope of work:

Modifications to the existing drainage infrastructure are proposed to improve conveyance and address ponding issues within the project limits. These improvements include reconstruction of concrete pavement, upgrading inlets and manholes, replacing undersized storm sewer pipes with larger ones, and installing new outfalls that discharge into the newly constructed Chimneystone drainage channel. The proposed storm sewer system will be integrated with the existing storm sewer network.

Basic Services:

- Project Management and Coordination
- Design Phase 30%, 60%, 90%, and 100% Design Submittals
- Bid Phase Services

Additional Services:

- Utilities - Optional Services (if authorized)
- Structural - Optional Services (if authorized)
- Surveying and Mapping
- Geotechnical Investigations
- Hydrologic and Hydraulic Analysis
- Traffic Control

Halff Associates Inc. was selected as the design engineer for this project through a competitive Request for Qualifications (RFQ) process, in accordance with City Policy PU-109 for procuring professional services. The RFQ was advertised on December 25, 2024. The City received 22 responses, and staff interviewed the top six-ranked firms before making a final selection.

The Engineering Department has negotiated the above scope of work with Halff Associates Inc. for a fee in the amount of $512,513. There is currently $775,000 available in CIP CDR2504. Design is anticipated to be completed in March 2026. Construction is planned to start in June 2026.

The Engineering Department recommends that the City Council approve a professional services contract with Halff Associates, Inc. for the Windmill Drainage Modifications, CIP CDR2504, for the amount of $512,513.00.

Budget

Expenditure Required: $512,513.00

Current Budget: $775,000.00

Additional Funding: N/A

Funding Source: 2024 GO Bond

Account Number (ORG-OBJ-Project): 5029990-481005-CDR2504

Attachments

1. Form 1295 Certificate 101371981
2. 9.5 CIQ_Form_signed
3. 9.5 CIQ_Form_signed
4. 9.7 HOUSE_BILL_89_VERIFICATION_signed
5. 9.8 SENATE_BILL_13_VERIFICATION_signed
6. 9.9 SENATE_BILL_19_VERIFICATION_signed
7. HAI-N BOWSER-2025 (W9)
8. Windmill CDR2504 - Proposal R4 (2025-06-27)
9. City of Sugar Land_Halff Associates, Inc._ 25-26 AL Um 5M (PL 11_7-1-2025_1118909761
10. 1.0 Halff Associates Contract 7-9-25 (Signed)

CITY OF SUGAR LAND CONTRACT
FOR PROFESSIONAL ENGINEERING DESIGN
SERVICES FOR CITY FACILITIES
$100,000 to $999,999
(Rev. 1-16-25)

I. Signatures. By signing below, the parties agree to the terms of this Contract.

CITY OF SUGAR LAND	**ENGINEER**:
By:	**By:** Long Nguyen, PE
Date:	**Date:** 7/9/2025
Title:	**Title:** Vice President
	Company: Halff Associates, Inc.

MATTER NUMBER: 7135M
APPROVED AS TO FORM:

II. General Information and Terms.

Engineer's Name and Address:	Halff Associates, Inc. 14800 St. Mary's Lane, Suite #160 Houston, TX 77079
Project Description:	Preparation of Final Design and Construction Documents for Windmill Drainage Modifications Project, CDR2504
Maximum Contract Amount:	$512,513.00
Effective Date:	On the latest date of the dates executed by both parties.
Termination Date:	See III.F.

Contract Parts: This Contract consists of the following parts:

I. Signatures
II. General Information and Terms
III. Standard Contractual Provisions
IV. Additional Terms or Conditions
V. Additional Contract Documents

City Council Agenda Request
August 5, 2025

Agenda Request No: X.B.

Agenda of: City Council Meeting

Initiated by: Sharon Shapiro, Grants Officer

Presented by: Steve Budny, Director of IT, Data, and Security

Responsible Department: Information Technology

Agenda Caption:
CONTRACT WITH SEQUEL DATA SYSTEMS, INC.
Consideration of and action on authorization of a Contract with Sequel Data Systems, Inc., in the amount of $143,800.00, for Cisco XDR cybersecurity services.

Recommended Action:
Approve the contract with Sequel Data Solutions in the amount of $143,800 to extend cybersecurity Cisco XDR services purchased under the Texas Department of Information Resources cooperative purchasing agreement DIR-CPO-5347.

Executive Summary:
The City of Sugar Land continues to identify cybersecurity as a priority and highlights the need for detection and attribution software capabilities during its annual Threat Hazard Identification Risk Assessment and Nationwide Cybersecurity Review. The Environmental Protection Agency, Cybersecurity and Infrastructure Security Agency (CISA), and the FBI have highlighted the increase in recent hacking attempts on US water and wastewater systems.

On December 16, 2024, city council approved Resolution No. 25-03 approving the FY 25 State and Local Cybersecurity Grant award to sustain the city's cybersecurity project. The State and Local Cybersecurity Grant Program (SLCGP) supports cybersecurity efforts to address imminent cybersecurity threats to local information systems, including implementing investments that support local governments in managing and reducing systemic cyber risk. The grant will cover 90% of the project cost, up to $160,438, and requires a 10% local match.

This contract with Sequel Data Solutions is one piece of a larger cybersecurity initiative by the city and addresses cybersecurity threats to critical infrastructure systems maintained by the City of Sugar Land. This Professional Services/Contract Support with Sequel Data Systems will manage Extended Detection and Response for Cisco XDR Premier Enhanced Service Security System, with 24/7/365 Security incident and alert monitoring. Services include assessing cybersecurity preparedness and providing advice on threats and the impact on their operational resilience if they occur.

The pricing, terms, and conditions for this contract are based on the Texas Department of Information Resources Contract No. DIR-CPO-5347 for products and services with Cisco Systems, Inc. This cooperative agreement, established with governmental purchasing organizations, leverages the collective purchasing power of government entities. All contracts are competitively bid and awarded in accordance with state procurement laws and regulations.

The Department of Information Technology recommends that city council approve the contract with Sequel Data Solutions in the amount of $143,800 purchased under the Texas Department of Information Resources cooperative purchasing agreement DIR-CPO-5347 for Cisco XDR services.

Budget

Expenditure Required: $143,800.00

Current Budget: $160,438.72

Additional Funding: $0

Funding Source: State and Local Cybersecurity Grant

Account Number (ORG-OBJ-Project): 1011155 - 541060

Attachments

1. Contract
2. DIR-CPO-5347 _ Texas Department of Information Resources
3. House Bill 89
4. SB13
5. SB19
6. Form 1295
7. COI
8. Quote

CITY OF SUGAR LAND
STANDARD CONTRACT FOR GENERAL SERVICES
$100K to $999,999.99
(Rev. 1-16-25)

I. Signatures. By signing below, the parties agree to the terms of this Contract:

CITY OF SUGAR LAND	**CONTRACTOR**:
By:	**By:** Daniel Pirek
Date:	**Date:** 06.25.25
Title:	**Title:** Sr. Account Manager
	Company: Sequel Data Systems, Inc.

MATTER NUMBER: 6905M
APPROVED AS TO FORM:

II. General Information and Terms.

Contractor's Name and Address:	Sequel Data Systems Incorporated 11824 Jollyville Rd Suite 400 Austin, Texas 78759
Description of Services:	Purchase Cisco XDR Expansion – 4 YR
Maximum Contract Amount:	$143,800.32
Effective Date:	On the latest of the dates signed by both parties.
Termination Date:	See III.C.

Contract Parts: This Contract consists of the following parts:

I. Signatures
II. General Information and Terms
III. Standard Contractual Provisions
IV. Additional Terms or Conditions
V. Additional Contract Documents

Home ›

Contract Number

DIR-CPO-5347

Contract Start Date: **01/07/25**
Contract Term Date: **01/07/27**
Contract Expiration Date: **01/07/30**

Vendor Information

Cisco Systems, Inc.

Vendor ID: **1770059951100**

HUB Type: **Non HUB**

RFO: **DIR-CPO-TMP-578**

Contract Status: **Active**

VENDOR CONTACT:

Jumana Dihu

Phone: (773) 269-6397

Vendor Website

DIR CONTACT:

Jeremiah Rodriguez

Phone: (737) 354-7016

Contract Overview

Provide Feedback

Cisco Systems, Inc., offers Cisco Branded Products and Related Services. Contracts may be used by all eligible Customers including Texas State Agencies, as defined by TGC 2054.003 (13), units of Local Government, as defined by TGC 2054.003 (9), cities, counties, public school districts, municipalities, Special Purpose Districts, Institutions of Higher Education, as defined by TEC 61.003, assistance organizations, as defined by TGC 2175.001, Electric Reliability Council of Texas (ERCOT), Lower Colorado River Authority (LCRA), Private Schools, as defined by TEC 5.001, Private or Independent Institutions of Higher Education, as defined by TEC 61.003, Volunteer Fire Departments, as defined by TTC 152.001, Public Safety Entities, as defined by 47 U.S.C. Section 1401, County hospitals, public hospitals or hospital districts, and public entities outside Texas, as defined by TGC 2054.0565. Resellers are available under this contract.

Contract Details & Ordering Information

Products & Services

Products & Services

This contract offers the following products and services. Please contact the Vendor for the latest information.

- Access and Access Circuits
- Catalog
- Components
- Data Storage
- Misc IT Hardware, Peripherals, Components and Related Services
- Networking Products and Services
- Permanent Virtual Connections
- Routers and Related Equipment
- Seat Management - Network

MORE INFORMATION

Vendor Website

Visit this Vendor's website to view the latest product, service, and pricing information.

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Texas Department of Information Resources

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Austin, TX 78701
512-475-4700

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