



City of Sugar Land

Music Advisory Board Agenda

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

Thursday, June 12, 2025
Music Advisory Board Meeting
City Council Chamber
6:00 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://youtube.com/live/4nFyFNBv6qc?feature=share>

II. Call to Order

The Chair will call the meeting to order, verify the presence of a quorum, and open the public meeting.

III. 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.

IV. Minutes

A. MINUTES

Consideration of and action on the minutes of the April 21, 2025 meeting
Linda Mendenhall, City Clerk

V. Workshop

A. REVIEW AND DISCUSSION OF ARTIST MATERIALS

Review and discussion of submitted artist materials, activation options, and run of show to ensure a diverse, high-quality lineup for Make Music Day that aligns with the event's goals.

Sharee Davis, Civic Arts Manager

B. DISCUSSION ON OUTREACH STRATEGIES

Discussion on hosting Town Hall-style events and implementing outreach strategies to engage the local music community, raise awareness, and gather input to plan future programming.

Sharee Davis, Civic Arts Manager

VI. Adjournment

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](#)

Posted on this 5th day of June 2025 at 3:00 P.M



Music Advisory Board Agenda Request

June 12, 2025

Agenda Request No: IV.A.

Agenda of: Music Advisory Board Meeting

Initiated by: Ashley Newsome, Deputy City Clerk

Presented by: Linda Mendenhall, City Clerk

Responsible Department: Admin

Agenda Caption:

MINUTES

Consideration of and action on the minutes of the April 21, 2025 meeting

Recommended Action:

Consider the minutes of the April 21, 2025 meeting

Executive Summary:

Consider the minutes of the April 21, 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. 4.21.25 Music Advisory Board Minutes



CITY OF SUGAR LAND

MONDAY, APRIL 21, 2025

POSTED PUBLIC MEETING MINUTES

6:00 PM

Music Advisory Board - Public Works: Training Room

QUORUM PRESENT

Linda Mendenhall, City Clerk called to order the Music Advisory Board meeting at 6:13 p.m. The City Clerk accepted nominations for Chair Pro Tem, in absence of the Chair. Eric Estrada was nominated by Ebony McFarland and seconded by Sam Asthana. The vote passes unanimously.

All members were present accepted for Mark Winter and Jalen Baker.

I. ATTENTION

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The meeting will live stream at <https://youtube.com/live/hf9EDId5VBI?feature=share>.

II. PUBLIC COMMENT

A. 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 three (3) minutes, speakers requiring a translator will have six (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.

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No members of the public addressed the Board.

III. ANNUAL ORIENTATION

- A. Review of and discussion on purpose, roles, responsibilities, and functions of the Music Advisory Board.

Sha Davis, Civic Arts Manager

Sha Davis, Civic Arts Manager, gave a presentation, made comments and answered questions from the Board.

IV. ELECTION OF OFFICERS

- A. Consideration of and action on election of a Vice Chair for a term ending August 19, 2026.

Sha Davis, Civic Arts Manager

Sha Davis, Civic Arts Manager, gave a presentation, made comments and answered questions from the Board.

The Music Advisory Board elected Eric Estrada as Vice Chair of the Music Advisory Board.

- A motion to **Approve**, the election of a Vice Chair for a term ending August 19, 2026, was made by Ebony McFarland and seconded by Sam Asthana, the motion **Passed**.

Ayes: Asthana, Estrada, McFarland

Absent: Baker, Winter

V. ANNUAL ETHICS TRAINING

- A. Receive training related to the Sugar Land Code of Ethical Conduct and state laws regulating ethics and reporting responsibilities of City officials.

Meredith Riede, City Attorney / Executive Director

Meredith Riede, City Attorney / Executive Director, gave a presentation, made comments and answered questions from the Board.

VI. WORKSHOP

A. Review of and discussion on 2025 - 2026 priorities and proposed musical events and programs.

Sha Davis, Civic Arts Manager

Sha Davis, Civic Arts Manager, gave a presentation, made comments and answered questions from the Board.

VII. ADJOURNMENT

A motion to **Approve**, Adjournment at 7:14 p.m., was made by Eric Estrada and seconded by , Sam Asthana the motion **Passed**.

Ayes: Asthana, Estrada, McFarland

Absent: Baker, Winter

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 FORTY-EIGHT (48) HOURS PRIOR TO THE MEETING TIME. REASONABLE ACCOMMODATIONS WILL BE MADE TO ASSIST YOUR NEEDS.

Linda Mendenhall, City Clerk





Music Advisory Board Agenda Request June 12, 2025

Agenda Request No: V.A.

Agenda of: Music Advisory Board Meeting

Initiated by: Sharee Davis, Civic Arts Manager

Presented by: Sharee Davis, Civic Arts Manager

Responsible Department: Public Works

Agenda Caption:

REVIEW AND DISCUSSION OF ARTIST MATERIALS

Review and discussion of submitted artist materials, activation options, and run of show to ensure a diverse, high-quality lineup for Make Music Day that aligns with the event's goals.

Recommended Action:

Review and discussion of submitted artist materials, activations options, and run of show to ensure a diverse, high-quality lineup that aligns with the event's objectives.

Executive Summary:

Make Music Day Discussion: The Music Advisory Board will discuss upcoming Make Music Day activities, including planning efforts and artist selection. The conversation will involve a review of submitted artist materials to ensure a diverse, high-quality lineup that aligns with the event's objectives. We will also be discussing activations and run of show.

Budget

Expenditure Required: 0

Current Budget: 0

Additional Funding: 0

Funding Source: N/A

Account Number (ORG-OBJ-Project):

Attachments

None



Music Advisory Board Agenda Request June 12, 2025

Agenda Request No: V.B.

Agenda of: Music Advisory Board Meeting

Initiated by: Sharee Davis, Civic Arts Manager

Presented by: Sharee Davis, Civic Arts Manager

Responsible Department: Public Works

Agenda Caption:

DISCUSSION ON OUTREACH STRATEGIES

Discussion on hosting Town Hall-style events and implementing outreach strategies to engage the local music community, raise awareness, and gather input to plan future programming.

Recommended Action:

Discuss opportunities to host Town Hall-style events to engage the local music community and explore potential collaborations.

Executive Summary:

The Music Advisory Board will discuss opportunities to host Town Hall-style events to engage the local music community and explore potential collaborations. The board will also consider strategies for effectively spreading awareness and gathering input and data from musicians and stakeholders to inform future conversations with City Council. We will also discuss grassroots marketing to ensure locals are aware of the town hall discussion.

Budget

Expenditure Required: 0

Current Budget: 0

Additional Funding: N/A

Funding Source:

Account Number (ORG-OBJ-Project):

Attachments

None

