



City of Sugar Land

Music Advisory Board Agenda

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

Thursday, February 5, 2026
Music Advisory Board Meeting
Cane Room 161
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/gMPUI1DYB9s?feature=share>.

II. Call to Order

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. Orientation

A. ORIENTATION

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

Sharee Davis, Civic Arts Manager

V. Annual Ethics Training

A. ANNUAL ETHICS TRAINING

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

VI. Minutes

A. MINUTES

Consideration of and action on the approval of the minutes of the June 12, 2025 meeting.

Linda Mendenhall, City Clerk

VII. Workshop

A. **STRATEGIC GOALS AND PROGRAM INITIATIVES**

Review of and discussion on identifying strategic priorities and preliminary fiscal-year goals, align the board's work plan with the City's arts, tourism, and economic development objectives, and consider program support fundraising, industry development, community access, and signature music initiatives.

Sharee Davis, Civic Arts Manager

VIII. 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 27th day of January, 2026 at 4:00 P.M.



Music Advisory Board Agenda Request
February 5, 2026

Agenda Request No: IV.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:

ORIENTATION

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

Recommended Action:

Review and discuss the operational foundation necessary for members to effectively carry out their advisory role to the City of Sugar Land and the Civic Arts Division.

Executive Summary:

Board Orientation with Civic Arts Manager- will provide an overview of the Civic Arts Division, the City's cultural and economic development priorities, and the roles and responsibilities of the Music Advisory Board within the broader municipal structure.

Budget

Expenditure Required: 0

Current Budget: 0

Additional Funding: 0

Funding Source: Public Art Fund 217

Account Number (ORG-OBJ-Project): 1178

Attachments

None



Music Advisory Board Agenda Request

February 5, 2026

Agenda Request No: V.A.

Agenda of: Music Advisory Board Meeting

Initiated by: Sharee Davis, Civic Arts Manager

Presented by: Meredith Riede, City Attorney

Responsible Department: Public Works

Agenda Caption:

ANNUAL ETHICS TRAINING

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

Recommended Action:

Members will receive required ethics and open meetings training to ensure full compliance with state and municipal regulations

Executive Summary:

Ethics Training with Legal- Members will receive required ethics and open meetings training to ensure full compliance with state and municipal regulations governing advisory bodies, transparency, and public service conduct.

Budget

Expenditure Required: 0

Current Budget: 0

Additional Funding: 0

Funding Source: Public Art Fun 217

Account Number (ORG-OBJ-Project): 1178

Attachments

None



Music Advisory Board Agenda Request
February 5, 2026

Agenda Request No: VI.A.

Agenda of: Music Advisory Board 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 approval of the minutes of the June 12, 2025 meeting.

Recommended Action:

Approval of the minutes of the June 12, 2025 meeting.

Executive Summary:

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. 6.12.25 MAB Minutes



City of Sugar Land

Music Advisory Board Minutes

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

Thursday, June 12, 2025
Music Advisory Board Meeting Minutes
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.

QUORUM PRESENT

Mark Winters, Jalen Baker, Eric Estrada, and Ebony McFarland were present.
Sam Asthana was absent.

III. Public Comment

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

No members of the public addressed the Board.

IV. Minutes

A. MINUTES

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

A motion to **Approve the minutes of the April 21, 2025 meeting**, was made by Mark Winters and seconded by Eric Estrada; the motion **Passed**.

Ayes: Mark Winters, Jalen Baker, Eric Estrada, and Ebony McFarland were present.

Absent: Sam Asthana

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

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

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

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

VI. Adjournment

A motion to **Adjourn at 6:39 p.m.**, was made by Mark Winters and seconded by Jalen Baker, the motion **Passed** .

Ayes: Mark Winters, Jalen Baker, Eric Estrada, and Ebony McFarland were present.

Absent: Sam Asthana

Linda Mendenhall, City Clerk





Music Advisory Board Agenda Request February 5, 2026

Agenda Request No: VII.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:

STRATEGIC GOALS AND PROGRAM INITIATIVES

Review of and discussion on identifying strategic priorities and preliminary fiscal-year goals, align the board's work plan with the City's arts, tourism, and economic development objectives, and consider program support fundraising, industry development, community access, and signature music initiatives.

Recommended Action:

Review and discuss strategic priorities and preliminary goals for the fiscal year, aligning the Board's work plan with the City's arts, tourism, and economic development objectives. This will include discussion of program support fundraising, industry development, community access, and signature music initiatives.

Executive Summary:

The first meeting of the Sugar Land Music Advisory Board for Fiscal Year 2026 will serve as the formal onboarding and organizational launch for the Board. The session will establish the legal, ethical, and operational foundation necessary for members to effectively carry out their advisory role to the City of Sugar Land and the Civic Arts Division.

Key components of the meeting will include:

- **Advisory Board Roles and Responsibilities** — The meeting will outline the Board's charge, scope of authority, bylaws, liaison structure, and expectations, including policy advisement, community engagement, industry advocacy, and support of the City's Music Friendly Texas designation and related initiatives.
- **FY 2026 Goal Setting** — **Members** will collaboratively identify strategic priorities and preliminary goals for the fiscal year, aligning the Board's work plan with the City's arts, tourism, and economic development objectives. This will include discussion of program

support fundraising, industry development, community access, and signature music initiatives.

Budget

Expenditure Required: 0

Current Budget: 0

Additional Funding: 0

Funding Source: Public Art Fund 217

Account Number (ORG-OBJ-Project): 1178

Attachments

None