



**MONDAY, APRIL 21, 2025**  
**MUSIC ADVISORY BOARD**

**PUBLIC WORKS  
TRAINING ROOM  
101-A GILLINGHAM LANE  
SUGAR LAND, TX 77478**

**<https://youtube.com/live/hf9EDId5VBI?feature=share>  
6:00 P.M.**

**I. ATTENTION**

- A.** *Members of the City Council, Board and/or Commission may participate in deliberations of posted agenda items through videoconferencing 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/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.

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

**III. ANNUAL ORIENTATION**

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

*Sha Davis, Civic Arts Manager*

**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*

**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*

**VI. WORKSHOP**

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

*Sha Davis, Civic Arts Manager*

**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.**

**THE AGENDA AND SUPPORTING DOCUMENTATION IS LOCATED ON THE CITY WEBSITE (WWW.SUGARLANDTX.GOV) UNDER MEETING AGENDAS.**

Posted on this \_\_\_\_\_ day of April, 2025 at \_\_\_\_\_





## **Agenda Request**

**APRIL 21, 2025**

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**AGENDA REQUEST NO:** III.A.

**AGENDA OF:** Posted Public Meeting

**INITIATED BY:** *Sha Davis, Civic Arts Manager*

**PRESENTED BY:** *Sha Davis, Civic Arts Manager*

**RESPONSIBLE DEPARTMENT:** Public Works

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**AGENDA CAPTION:**

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

**RECOMMENDED ACTION:**

Review and discuss Music Advisory Board roles and responsibilities as part of an annual orientation.

**EXECUTIVE SUMMARY:**

This meeting will provide an overview of the Music Advisory Board's roles and responsibilities. Key topics will include attendance, open meetings compliance, and legal considerations. The orientation ensure board members are informed and prepared to speak and act on behalf of the City and the music community.

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**BUDGET**

**EXPENDITURE REQUIRED:**

**CURRENT BUDGET:**

**ADDITIONAL FUNDING:**

**FUNDING SOURCE:**

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## **Agenda Request**

**APRIL 21, 2025**

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**AGENDA REQUEST NO: IV.A.**

**AGENDA OF:** Posted Public Meeting

**INITIATED BY:** *Nicole Guevara, Assistant Director of Neighborhood Services*

**PRESENTED BY:** *Sha Davis, Civic Arts Manager*

**RESPONSIBLE DEPARTMENT:** Public Works

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**AGENDA CAPTION:**

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

**RECOMMENDED ACTION:**

Staff recommends the Music Advisory Board elect a Vice Chair for a term ending on August 19, 2026.

**EXECUTIVE SUMMARY:**

The Music Advisory Board was created on August 6, 2024 as part of an extensive process to become a certified Music Friendly City designated through the Governor's Texas Music Office. All current board members were appointed to the board on August 20, 2024. In order to ensure the advisory board is able to maintain a consistent meeting schedule, it is necessary to select a Vice Chair to hold meetings in the absence of the Council-appointed Chair. Neighborhood Services recommends the Music Advisory Board elect a Vice Chair.

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**BUDGET**

**EXPENDITURE REQUIRED:**

**CURRENT BUDGET:**

**ADDITIONAL FUNDING:**

**FUNDING SOURCE:**

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## **Agenda Request**

**APRIL 21, 2025**

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**AGENDA REQUEST NO:** V.A.

**AGENDA OF:** Posted Public Meeting

**INITIATED BY:** *Meredith Riede, City Attorney / Executive Director*

**PRESENTED BY:**  
*Meredith Riede, City Attorney / Executive Director*

**RESPONSIBLE DEPARTMENT:** Legal

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**AGENDA CAPTION:**

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

**RECOMMENDED ACTION:**

Receive annual training on state and local ethics rules

**EXECUTIVE SUMMARY:**

Ordinance 2095, adopted in May 2017, revised the Code of Ethical Conduct for City Officials elected to council or appointed to boards and commissions in the City of Sugar Land. This Ordinance requires the City to provide training to city officials on their ethical obligations under state law and the Code of Ethical Conduct. This presentation will satisfy that requirement.

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**BUDGET**

**EXPENDITURE REQUIRED:**

**CURRENT BUDGET:**

**ADDITIONAL FUNDING:**

**FUNDING SOURCE:**

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## **Agenda Request**

**APRIL 21, 2025**

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**AGENDA REQUEST NO:** VI.A.

**AGENDA OF:** Posted Public Meeting

**INITIATED BY:** *Sha Davis, Civic Arts Manager*

**PRESENTED BY:** *Sha Davis, Civic Arts Manager*

**RESPONSIBLE DEPARTMENT:** Public Works

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**AGENDA CAPTION:**

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

**RECOMMENDED ACTION:**

Review and discuss ideas for musical events, programs and 2025-2026 priorities that align with Sugar Land's cultural goals and provide opportunities for local musicians.

**EXECUTIVE SUMMARY:**

The Music Advisory Board was created on August 6, 2024 as part of an extensive process to become a certified Music Friendly City designated through the Governor's Texas Music Office. The Board seeks to create and provide collaborative opportunities to spotlight local talent to foster music industry growth in Sugar Land. During the meeting, City staff will review the City's goals and facilitate a discussion regarding potential musical events, programs and 2025-2026 priorities.

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**BUDGET**

**EXPENDITURE REQUIRED:**

**CURRENT BUDGET:**

**ADDITIONAL FUNDING:**

**FUNDING SOURCE:**

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