



# City of Sugar Land

## Tax Increment Reinvestment Zone 3 Agenda

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

Wednesday, September 10, 2025  
Tax Increment Reinvestment Zone 3 Meeting  
Cane Room 161  
4:00 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/wYLeaBtogKI?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. Minutes

#### A. MINUTES

Consideration of and action on the minutes of the December 11, 2024 meeting.

**Linda Mendenhall, City Clerk**

### V. Orientation

#### A. ORIENTATION

Review of and discussion on the purpose, roles, responsibilities, and functions of the Tax Increment Reinvestment Zone No. Three Board of Directors.

**Ana Rodriguez, Community Development Coordinator**

### VI. Election of Officers

#### A. ELECTION OF OFFICERS

Consideration of and action on the election of Vice Chairman, Secretary, and other officers as deemed necessary.

**Ana Rodriguez, Community Development Coordinator**

### VII. 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**

## **VIII. Development Update**

### **A. IMPERIAL HISTORIC DISTRICT PROJECT**

Review of and discussion on updates to the Imperial Historic District Project.

**Jessica Huble, Assistant Director of Redevelopment**

## **IX. Budget**

### **A. FISCAL YEAR BUDGET AMENDMENT AND ADOPTION**

Consideration of and action on the Fiscal Year 2025 budget to projections amendment; and adoption of the proposed Fiscal Year 2026 Budget.

**Justyn Mejorado, Assistant Director of Budget**

## **X. 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 4th day of September 2025 at 1:15 p.m.**



## **Tax Increment Reinvestment Zone 1 Agenda Request** **September 10, 2025**

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**Agenda Request No:** IV.A.

**Agenda of:** Tax Increment Reinvestment Zone 1 Meeting

**Initiated by:** Ashley Newsome, Deputy City Clerk

**Presented by:** Linda Mendenhall, City Clerk

**Responsible Department:** Admin

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**Agenda Caption:**

**MINUTES**

Consideration of and action on the minutes of the December 11, 2024 meeting.

**Recommended Action:**

Consideration of and action on the minutes of the December 11, 2024 meeting.

**Executive Summary:**

Consider the minutes of the December 11, 2024 meeting.

### **Budget**

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**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. 12.11.24 TIRZ 3 Meeting Minutes



# TAX INCREMENT REINVESTMENT ZONE NO. 3

## MINUTES

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

WEDNESDAY, DECEMBER 11, 2024

### TAX INCREMENT REINVESTMENT ZONE NO. THREE

CANE ROOM 161

<https://youtube.com/live/UJvnzTw5hmw?feature=share>

4:00 PM

### QUORUM PRESENT

All members of the Board were present.

#### 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/UJvnzTw5hmw?feature=share>.*

#### II. PUBLIC COMMENT

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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.*

No members of the public addressed the Board.

#### III. MINUTES

- A. Consideration of and action on the minutes of the September 11, 2024 meeting.  
*Ashley Newsome, Deputy City Secretary*

A motion to Approve the minutes of the September 11, 2024 meeting, was made by Suzanne Whatley and seconded by William Ferguson; the motion Passed.

Ayes: Barnett, Ferguson, Jacobson, Neal, Whatley

#### IV. DEVELOPMENT UPDATE

- A. Review of and discussion on the 2024 Annual Tax Increment Reinvestment Zone No. Three Development Update.

*Ana Rodriguez, Community Development Coordinator*

Ana Rodriguez, Community Development Coordinator, gave a presentation, made comments, and answered questions from the Board.

## V. ANNUAL REPORT

- A. Consideration of and action on a recommendation of the Fiscal Year 2024 Annual Report to the City Council.

*Ana Rodriguez, Community Development Coordinator*

Ana Rodriguez, Community Development Coordinator, gave a presentation, made comments, and answered questions from the Board.

A motion to **Approve**, a recommendation of the fiscal year 2024 annual report to the City Council, was made by William Ferguson and seconded by Chris Barnett; the motion **Passed**.

Ayes: Barnett, Ferguson, Jacobson, Neal, Whatley

## VI. ADJOURNMENT

A motion to **Approve**, Adjournment at 4:17 p.m., was made by Stewart Jacobson and seconded by William Ferguson, the motion **Passed**.

Ayes: Barnett, Ferguson, Jacobson, Neal, Whatley

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Linda Mendenhall, City Clerk





## **Tax Increment Reinvestment Zone 1 Agenda Request**

### **September 10, 2025**

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**Agenda Request No:** VI.A.

**Agenda of:** Tax Increment Reinvestment Zone 1 Meeting

**Initiated by:** Ana Rodriguez, Community Development Coordinator

**Presented by:** Ana Rodriguez, Community Development Coordinator

**Responsible Department:** Redevelopment

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**Agenda Caption:**

**ELECTION OF OFFICERS**

Consideration of and action on the election of Vice Chairman, Secretary, and other officers as deemed necessary.

**Recommended Action:**

Elect officers for Tax Increment Reinvestment Zone No. Three for 2025, including Vice Chairman, Secretary, and any other officers the Board sees fit.

**Executive Summary:**

Per Ordinance No. 1910, which amends certain language in Ordinance No. 1667 that created Tax Increment Reinvestment Zone No. Three (TIRZ 3), the City Council authorized the Board of Directors to elect from its members a Vice Chairman, Secretary, and any other such officers that the Board sees fit. The ordinance reserves the right for the City Council to annually nominate and appoint the position of Chair. Mr. Stewart Jacobson was selected to serve as Chairman for the term ending December 31, 2025, and was recently replaced by new City Council Member, Jim Vonderhaar.

The Vice Chairman and Secretary positions were last elected in September 2024 when the Board elected Suzanne Whatley to serve as Vice Chairman and Chris Barnett to serve as Secretary for FY24. Based on the Zone's rules and procedures, all officers serve for a one-year term. It is necessary to elect officers annually.

In alignment with the rules and procedures approved in 2009 by the Board, the role of the Chairman is to preside over meetings and sign all documents requiring execution on the Board's behalf. The Vice-Chairman performs the Chairman's duties if the Chairman is absent. Finally, though the rules and procedures don't specifically outline the role of the Secretary, traditionally, this officer is responsible for providing attestation or signature to any necessary documentation.

Staff recommends the Board elect a Vice Chairman, Secretary, and any other officers they see

fit.

## **Budget**

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**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



## **Tax Increment Reinvestment Zone 1 Agenda Request**

### **September 10, 2025**

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**Agenda Request No:** VII.A.

**Agenda of:** Tax Increment Reinvestment Zone 1 Meeting

**Initiated by:** Ashley Newsome, Deputy City Clerk

**Presented by:** Meredith Riede, City Attorney

**Responsible Department:** Legal

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**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:**

**Executive Summary:**

### **Budget**

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**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



## **Tax Increment Reinvestment Zone 1 Agenda Request**

### **September 10, 2025**

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**Agenda Request No:** VIII.A.

**Agenda of:** Tax Increment Reinvestment Zone 1 Meeting

**Initiated by:** Ana Rodriguez, Community Development Coordinator

**Presented by:** Jessica Huble, Assistant Director of Redevelopment

**Responsible Department:** Redevelopment

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**Agenda Caption:**

**IMPERIAL HISTORIC DISTRICT PROJECT**

Review of and discussion on updates to the Imperial Historic District Project.

**Recommended Action:**

To receive an update on the Imperial Historic District project and anticipated next steps.

**Executive Summary:**

The City Council's top priority is redevelopment and preservation of the Imperial Historic District, particularly the iconic Char House. The former Imperial Sugar site was the start of what would become Sugar Land, as it once played a vital role in the City's economy. Imperial Sugar created jobs and then homes, and as it grew, this economic engine was the cornerstone of our community – a “company town” – for generations. Today, Sugar Land is still a “company town,” serving as a major employment hub in the Houston region with more than 70,000 jobs. While the factory is no longer operational, the resolve to preserve and honor the City's history is stronger than ever. It is for this reason that preserving the Char House and redeveloping the Imperial Historic District and its adjacent properties is one of the City Council's top priorities.

Over the past 20 years, there have been multiple unsuccessful attempts by private parties, sometimes in partnership with the City of Sugar Land, to redevelop and preserve the Imperial Historic District. We know this has been frustrating for the community, so the City is pursuing a new approach to this high-priority project. The City has acquired the properties and will be working to prioritize the preservation of the Char House and identify the best path and partner to bring the City's vision for the development to reality.

Staff will provide an update on the progress of the Imperial Historic District project and anticipated next steps.

**Budget**

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**Expenditure Required:** 0

**Current Budget:** N/A

**Additional Funding:** N/A

**Funding Source:** N/A

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

**Attachments**

None



## **Tax Increment Reinvestment Zone 1 Agenda Request** **September 10, 2025**

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**Agenda Request No:** IX.A.

**Agenda of:** Tax Increment Reinvestment Zone 1 Meeting

**Initiated by:** Mike Martinez, Budget Manager

**Presented by:** Justyn Mejorado, Assistant Director of Budget

**Responsible Department:** Budget

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**Agenda Caption:**

**FISCAL YEAR BUDGET AMENDMENT AND ADOPTION**

Consideration of and action on the Fiscal Year 2025 budget to projections amendment; and adoption of the proposed Fiscal Year 2026 Budget.

**Recommended Action:**

Staff recommends the Board amend the Fiscal Year 2025 budget to projections and approve the Fiscal Year 2026 Budget as proposed.

**Executive Summary:**

Each year, the Board will adopt a budget for the upcoming fiscal year, which runs from October 1 to September 30. The budget will be presented to the Board for consideration upon receipt of the certified incremental values and proposed tax rate for each participating entity.

**Fiscal Year 2025 (FY25)**

FY25 total revenues are projected at \$1,943,370 which is \$3,273 less than anticipated. Expenditures are projected at \$1,933,503, which is \$13,140 lower than budgeted based on the revised budget for the IRD assignment and lower anticipated legal services.

The Tri-Party agreement assigns 98% of TIRZ revenues to the Imperial Redevelopment District in support of contract revenue bonds. Based on the latest tax roll supplements in FY25, the IRD is anticipated to be assigned \$1,904,503. The remaining 2% is designated for administrative costs of the TIRZ. The ending fund balance is anticipated to be \$11,155.

**Fiscal Year 2026 (FY26)**

Revenues for FY26 are projected at \$2,117,325, including interest income. This estimate is based on fifty percent of the property tax collections generated from the incremental real property value within TIRZ No. 3. The calculation assumes the proposed tax rates for each participating entity. The FY26 property tax revenues are derived from incremental values—adjusted to reflect properties still under review at 91%, along with applicable abatements and exemptions—using the proposed City and

County tax rates.

Taxing Entity	Total Net Assessed Value*	Base Value	Incremental Value	Proposed Tax Rate	Tax Increment at 99.5%
City of Sugar Land	\$570,773,880	\$5,602,490	\$565,171,390	\$0.36321	\$1,021,248
Fort Bend County	\$545,775,821	\$11,757,620	\$534,018,201	\$0.412000	\$1,094,577

*\*difference in Net Assessed Values due to differences between City and County exemptions; also impacted by differing City and County approach to ChampionX abatement.*

In accordance with the 2016 Tri-Party Agreement between the City, Zone, and District, 2% of all TIRZ No. 3 revenues will be allocated to administrative services for the TIRZ and the remaining 98% will be assigned to the Imperial Redevelopment District to support debt payments for infrastructure reimbursements. Total expenditures for FY26 are \$2,117,325, of which \$2,074,978 will be assigned to the District and \$42,347 is budgeted for the City to utilize for administrative services under the City’s Support Services Agreement with the Zone.

Staff recommends the Board amend the Fiscal Year 2025 budget to projections and approve the Fiscal Year 2026 Budget as proposed. Following approval by the Board, in accordance with the TIRZ No. 3 creation ordinance, the budget will be approved by City Council before it becomes effective.

## Budget

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**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. FY26 TIRZ3 Income Statement

**CITY OF SUGAR LAND  
TAX INCREMENT REINVESTMENT ZONE No. 3  
INCOME STATEMENT**

	FY24 Actuals	FY25 Current Budget	FY25 Projections	FY26 Base Budget	FY26 Changes	FY26 Budget
<b>REVENUES</b>						
Incremental Property Taxes - County	\$ 924,163	\$ 1,020,066	\$ 1,015,014	\$ 1,094,577	\$ -	\$ 1,094,577
Incremental Property Taxes - City	807,290	925,827	922,356	1,021,248	-	1,021,248
Interest Income	1,964	750	6,000	1,500	-	1,500
<b>Total Revenues</b>	<b>1,733,417</b>	<b>1,946,643</b>	<b>1,943,370</b>	<b>2,117,325</b>	<b>-</b>	<b>2,117,325</b>
<b>EXPENDITURES</b>						
Legal Services	17,704	29,472	15,000	41,541	-	41,541
Admin Services	13,988	9,461	14,000	806	-	806
Assignment to IRD- TIRZ Revenue Fund	1,699,154	1,907,710	1,904,503	2,074,978	-	2,074,978
<b>Total Expenditures</b>	<b>1,730,846</b>	<b>1,946,643</b>	<b>1,933,503</b>	<b>2,117,325</b>	<b>-</b>	<b>2,117,325</b>
Revenues Over/(Under) Expenditures	2,571	-	9,867	-	-	-
Fund Balance - Beginning	(1,283)	1,288	1,288	11,155	-	11,155
<b>Fund Balance - Ending</b>	<b>\$ 1,288</b>	<b>\$ 1,288</b>	<b>\$ 11,155</b>	<b>\$ 11,155</b>	<b>\$ -</b>	<b>\$ 11,155</b>