



City of Sugar Land

Sugar Land Development Corporation Agenda

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

Tuesday, December 2, 2025
Sugar Land Development Corporation 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/aPJExZRHSDs?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 July 1, 2025 meeting.
Linda Mendenhall, City Clerk

V. Workshop

A. ECONOMIC DEVELOPMENT AND TOURISM

Review of and discussion on current and future Economic Development and Tourism programs.

Elizabeth Huff, Director of Economic Development and Tourism

VI. Director's Report

A.

- Marketing, Promotions, and Events
- Strategic and Capital Projects
- Business Recruitment and Retention Efforts

Elizabeth Huff, Director of Economic Development and Tourism

VII. Adjournment

The Sugar Land Development Corporation 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 24th day of November 2025 at 1:30 P.M.



Sugar Land Development Corporation Agenda Request
December 2, 2025

Agenda Request No: IV.A.

Agenda of: Sugar Land Development Corporation Meeting

Initiated by: Ashley Newsome, Deputy City Clerk

Presented by: Linda Mendenhall, City Clerk

Responsible Department:

Agenda Caption:

MINUTES

Consideration of and action on the minutes of the July 1, 2025 meeting.

Recommended Action:

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. 7.1.25 SLDC Meeting Minutes 1 (1)



City of Sugar Land

Sugar Land Development Corporation Minutes

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

Tuesday, July 1, 2025
Sugar Land Development Corporation Meeting
Minutes
City Council Chamber
4:00 PM

I. Attention

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The meeting will live stream at <https://youtube.com/live/35HJEoSb8ZY?feature=share>.

II. Call to Order

Quorum Present

Suzanne Whatley, Robert Boettcher, Rick Miller, Carol McCutcheon, Sanjay Singhal, and Jim Vonderhaar were present. Stewart Jacobson attended virtually. The Sugar Land Development Corporation nominated Mayor Carol McCutcheon to serve as the temporary acting Chair in the absence of Stewart Jacobson, who was attending virtually.

A motion to **Approve Carol McCutcheon to serve as the temporary acting Chair for the Sugar Land Development Corporation Meeting** was made by Suzanne Whatley and seconded by Rick Miller, the motion **Passed**.

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

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 1, 2025 Sugar Land Development Corporation meeting and the May 20, 2025 Sugar Land Development Corporation and Sugar Land 4B Corporation joint meeting.

Linda Mendenhall, City Clerk

A motion to **Approve the April 1, 2025 Sugar Land Development Corporation meeting minutes and the May 20, 2025 Sugar Land Development Corporation and Sugar Land 4B Corporation joint meeting**, was made by Suzanne Whatley and seconded by Sanjay Singhal, the motion **Passed**.

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

V. Appointments

A. ECONOMIC DEVELOPMENT COMMITTEE APPOINTMENT

Consideration of and action on the appointment of a Director to City of Sugar Land Economic Development Committee.

Elizabeth Huff, Director of Economic Development

Elizabeth Huff, Director of Economic Development, made comments and answered questions from the Board.

The Sugar Land Development Corporation nominated Suzanne Whatley to be the Director of the City of Sugar Land Economic Development Committee.

A motion to **Approve the appointment of a Director to the City of Sugar Land Economic Development Committee**, was made by Carol McCutcheon and seconded by Stewart Jacobson; the motion **Passed**.

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

VI. Contracts and Agreements

A. ECONOMIC DEVELOPMENT PERFORMANCE AGREEMENT WITH APPLIED OPTOELECTRONICS, INC.

Consideration of and action on authorization of an Economic Development Performance Agreement with Applied Optoelectronics, Inc., in the amount of \$2,000,000.00.

Jennifer Alexander, Business Development Manager

Jennifer Alexander, Business Development Manager, gave a presentation, made comments, and answered questions from the Board.

Stewart Jacobson left the meeting at 4:10 p.m. and did not vote on this item.

A motion to **Approve the Project Light Year Performance Agreement**, was made by Robert Boettcher and seconded by Sanjay Singhal; the motion **Passed**.

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

Absent: Stewart Jacobson

VII. Workshop

A. FISCAL YEAR 2026 BUDGET

Review of and discussion on the proposed Fiscal Year 2026 Budget.

Justyn Mejorado, Assistant Director of Budget

Justyn Mejorado, Assistant Director of Budget, gave a presentation, made comments, and answered questions from the Board.

VIII. Director's Report

A.

- Marketing, Promotions, and Events
- Strategic and Capital Projects
- Business Recruitment and Retention Efforts

Elizabeth Huff, Director of Economic Development

Elizabeth Huff, Director of Economic Development, gave a presentation, made comments, and answered questions from the Board.

IX. Adjournment

A motion to **Adjourn at 4:48 p.m.**, was made by Sanjay Singhal and seconded by Carol McCutcheon; the motion **Passed**.

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

Absent: Stewart Jacobson

Linda Mendenhall, City Clerk





Sugar Land Development Corporation Agenda Request

December 2, 2025

Agenda Request No: V.A.

Agenda of: Sugar Land Development Corporation Meeting

Initiated by: Elizabeth Huff, Director of Economic Development and Tourism

Presented by: Elizabeth Huff, Director of Economic Development and Tourism

Responsible Department: Economic Development

Agenda Caption:

ECONOMIC DEVELOPMENT AND TOURISM

Review of and discussion on current and future Economic Development and Tourism programs.

Recommended Action:

Review and discuss current and future Economic Development & Tourism programs.

Executive Summary:

As part of our ongoing commitment to driving sustainable growth and elevating Sugar Land's economic vitality, this workshop will center on the key initiatives shaping our current Economic Development and Tourism efforts. During this workshop, I will walk through:

- The Economic Development & Tourism team
- Our Economic Development program, including Business Retention & Recruitment
- A start-to-finish example of a business recruitment project
- Tourism and Marketing programs
- A start-to-finish example of a tourism sales bid
- Ways you can get involved!

This workshop is designed to inform, engage, and inspire continued collaboration as we work together to strengthen our local economy and highlight the unique qualities that make Sugar Land a remarkable place to live, work, and visit.

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



Sugar Land Development Corporation Agenda Request

December 2, 2025

Agenda Request No: VI.A.

Agenda of: Sugar Land Development Corporation Meeting

Initiated by: Nicole Fontenette, Public Meeting Coordinator

Presented by: Elizabeth Huff, Director of Economic Development and Tourism

Responsible Department: Admin

Agenda Caption:

- Marketing, Promotions, and Events
- Strategic and Capital Projects
- Business Recruitment and Retention Efforts

Recommended Action:

Executive Summary:

Elizabeth Huff, Director of Economic Development, will discuss with the Board previous or upcoming marketing, promotion and events, strategic and capital projects, as well as business recruitment and retention efforts.

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