



## City of Sugar Land

# Joint Sugar Land Development Corporation and Sugar Land 4B Corporation Agenda

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

Wednesday, January 21, 2026  
Sugar Land Development Corporation and Sugar  
Land 4B Corporation Meeting  
Cane Room 161  
4:15 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/FJzx82jo1Xg?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. Annual Report - Joint

#### A. ANNUAL REPORT

Review of and discussion on the Fiscal Year 2025 Annual Report.

**Alba Penate-Johnson, Assistant Director of Economic Development, Jessica Huble, Assistant Director of Redevelopment, Alison Brooks, Assistant Director of Tourism, Jordan Cutler, Senior Marketing Manager, Emily Pollard, Communications Manager, Elizabeth Huff, Director of Economic Development and Tourism, Devon Rodriguez, Director of Redevelopment**

### V. Contracts and Agreements - Joint

#### A. PUBLIC RELATIONS MARKETING PROGRAM CONTRACT

Consideration of and action on the authorization of a contract with Lou Hammond Group for the Sugar Land Office of Economic Development and Tourism and Department of Redevelopment for Public Relations in the amount of \$190,000 for Public Relations Services, with costs split equally among the Hotel Occupancy Tax (HOT) Fund, Sugar Land 4B Corporation (SL4B), and Sugar Land Development Corporation (SLDC).

**Jordan Cutler, Senior Marketing Manager, Emily Pollard, Communications Manager**

### VI. Public Hearings - Sugar Land 4B Corporation

- A. **PUBLIC HEARING 4:15 P.M.:** Receive and hear all persons desiring to be heard on **SUGAR LAND 4B CORPORATION RESOLUTION NO. SL4B-R-26-01:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND A MULTI-USE PLAY STRUCTURE AND OTHER RELATED PARK IMPROVEMENTS TO BE LOCATED IN A PRIVATELY OWNED COMMUNITY PARK LOCATED AT 13130 STANCLIFF OAKS ST., UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

Consideration of and action on **SUGAR LAND 4B CORPORATION RESOLUTION NO. SL4B-R-26-01:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND A MULTI-USE PLAY STRUCTURE AND OTHER RELATED PARK IMPROVEMENTS TO BE LOCATED IN A PRIVATELY OWNED COMMUNITY PARK LOCATED AT 13130 STANCLIFF OAKS ST., UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

**Ana Rodriguez, Community Development Coordinator**

- B. **PUBLIC HEARING 4:15 P.M.:** Receive and hear all persons desiring to be heard on **SUGAR LAND 4B CORPORATION RESOLUTION NO. SL4B-R-26-02:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND A SUN SHADE FOR A MULTI-USE PLAY STRUCTURE TO BE LOCATED IN A PRIVATELY OWNED COMMUNITY PARK LOCATED AT 2431 PLANTERS ROW, UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

Consideration of and action on **SUGAR LAND 4B CORPORATION RESOLUTION NO. SL4B-R-26-02:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND A SUN SHADE FOR A MULTI-USE PLAY STRUCTURE TO BE LOCATED IN A PRIVATELY OWNED COMMUNITY PARK LOCATED AT 2431 PLANTERS ROW, UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

**Ana Rodriguez, Community Development Coordinator**

- C. **PUBLIC HEARING 4:15 P.M.:** Receive and hear all persons desiring to be heard on **SUGAR LAND 4B CORPORATION RESOLUTION NO. SL4B-R-26-03:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND A MULTI-USE PLAY STRUCTURE AND OTHER RELATED PARK IMPROVEMENTS TO BE LOCATED IN A PRIVATELY OWNED COMMUNITY PARK LOCATED AT 2475 ROBINSONS FERRY, UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

Consideration of and action on **SUGAR LAND 4B CORPORATION RESOLUTION NO. SL4B-R-26-03:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND A MULTI-USE PLAY STRUCTURE AND OTHER RELATED PARK IMPROVEMENTS TO BE LOCATED IN A PRIVATELY OWNED COMMUNITY PARK LOCATED AT 2475 ROBINSONS FERRY, UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

**Ana Rodriguez, Community Development Coordinator**

- D. **PUBLIC HEARING 4:15 P.M.:** Receive and hear all persons desiring to be heard on **SUGAR LAND 4B CORPORATION RESOLUTION NO. SL4B-R-26-04:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND PERIMETER FENCING TO BE LOCATED ALONG THE NORTH SIDE OF JESS PIRTLE BLVD., RUNNING EAST FROM THE INTERSECTION OF JESS PIRTLE BLVD. AND MILL SHADOW DRIVE TO THE SIDEWALK TRAIL ALONG THE BAYOU NEAR SUGAR MILL ELEMENTARY SCHOOL, UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

Consideration of and action on **SUGAR LAND 4B CORPORATION RESOLUTION NO. SL4B-R-26-04:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND PERIMETER FENCING TO BE LOCATED ALONG THE NORTH SIDE OF JESS PIRTLE BLVD., RUNNING EAST FROM THE INTERSECTION OF JESS PIRTLE BLVD. AND MILL SHADOW DRIVE TO THE SIDEWALK TRAIL ALONG THE BAYOU NEAR SUGAR MILL ELEMENTARY SCHOOL, UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

**Ana Rodriguez, Community Development Coordinator**

- E. **PUBLIC HEARING 4:15 P.M.:** Receive and hear all persons desiring to be heard on **SUGAR LAND 4B CORPORATION RESOLUTION NO. SL4B-R-26-05:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND A MULTI-USE PLAY STRUCTURE AND RELATED PARK IMPROVEMENTS TO BE LOCATED IN A PRIVATELY OWNED COMMUNITY PARK LOCATED AT 4809 NEW TERRITORY BLVD., UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

Consideration of and action on **SUGAR LAND 4B CORPORATION**

**RESOLUTION NO. SL4B-R- 26-05:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND A MULTI-USE PLAY STRUCTURE AND RELATED PARK IMPROVEMENTS TO BE LOCATED IN A PRIVATELY OWNED COMMUNITY PARK LOCATED AT 4809 NEW TERRITORY BLVD., UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

**Ana Rodriguez, Community Development Coordinator**

- F. **PUBLIC HEARING 4:15 P.M.:** Receive and hear all persons desiring to be heard on **SUGAR LAND 4B CORPORATION RESOLUTION NO. SL4B-R- 26-06:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND MEDIAN WALKWAYS AND RELATED IMPROVEMENTS TO BE LOCATED IN THE COUNTRY CLUB BLVD. RIGHT-OF-WAY: (1) BETWEEN 2203 COUNTRY CLUB BLVD. AND 2327 COUNTRY CLUB BLVD. UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

Consideration of and action on **SUGAR LAND 4B CORPORATION**

**RESOLUTION NO. SL4B-R- 26-06:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND MEDIAN WALKWAYS AND RELATED IMPROVEMENTS TO BE LOCATED IN THE COUNTRY CLUB BLVD. RIGHT-OF-WAY: (1) BETWEEN 2203 COUNTRY CLUB BLVD. AND 2327 COUNTRY CLUB BLVD., UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

**Ana Rodriguez, Community Development Coordinator**

## **VII. Director's Report**

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

**Devon Rodriguez, Director of Redevelopment**

## **VIII. 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 14th day of January 2026 at 4:15 P.M.**



## Sugar Land Development Corporation Agenda Request January 21, 2026

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

**Agenda of:** Sugar Land Development Corporation Meeting

**Initiated by:** Alison Brooks, Assistant Director of Tourism

**Presented by:** Alba Penate-Johnson, Assistant Director of Economic Development, Jessica Huble, Assistant Director of Redevelopment, Alison Brooks, Assistant Director of Tourism, Jordan Cutler, Senior Marketing Manager, Emily Pollard, Communications Manager, Elizabeth Huff, Director of Economic Development and Tourism, Devon Rodriguez, Director of Redevelopment

**Responsible Department:** Economic Development

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**Agenda Caption:**

**ANNUAL REPORT**

Review of and discussion on the Fiscal Year 2025 Annual Report.

**Recommended Action:**

Review of and discussion on the Fiscal Year 2025 Annual Report.

**Executive Summary:**

Staff will present the Fiscal Year 2025 Annual Report, highlighting key initiatives, accomplishments, and outcomes across Economic Development & Tourism and Redevelopment.

### **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



## **Sugar Land Development Corporation Agenda Request January 21, 2026**

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**Agenda Request No:** V.A.

**Agenda of:** Sugar Land Development Corporation Meeting

**Initiated by:** Alison Brooks, Assistant Director of Tourism

**Presented by:** Jordan Cutler, Senior Marketing Manager, Emily Pollard, Communications Manager

**Responsible Department:** Economic Development

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### **Agenda Caption:**

#### **PUBLIC RELATIONS MARKETING PROGRAM CONTRACT**

Consideration of and action on the authorization of a contract with Lou Hammond Group for the Sugar Land Office of Economic Development and Tourism and Department of Redevelopment for Public Relations in the amount of \$190,000 for Public Relations Services, with costs split equally among the Hotel Occupancy Tax (HOT) Fund, Sugar Land 4B Corporation (SL4B), and Sugar Land Development Corporation (SLDC).

### **Recommended Action:**

Consideration and action on authorization of a contract with Lou Hammond Group for the Sugar Land Office of Economic Development and Tourism and Department of Redevelopment for Public Relations in the amount of \$190,000 for Public Relations Services, with costs split equally among the Hotel Occupancy Tax (HOT) Fund, Sugar Land 4B Corporation (SL4B), and Sugar Land Development Corporation (SLDC).

### **Executive Summary:**

The City of Sugar Land has engaged the Lou Hammond Group since January 2025 to manage the Public Relations for its Economic Development, Tourism and Redevelopment efforts. This PR contract with Lou Hammond focused on increasing brand awareness efforts by enhancing media relations with a focus on regional and national earned media, hosting mission and FAM tours for media representatives, elevating thought leadership, and increasing awards and accolades in various publications.

Previously, this proposed agreement was discussed and reviewed in a prior joint Sugar Land Development Corporation and Sugar Land 4B Corporation meeting on 12/17/2025, where staff reviewed the past year of work with the Lou Hammond

Group and a summary of the FY26 contract's objectives, strategy, and deliverables.

The Sugar Land Office of Economic Development & Tourism Department, along with the Department of Redevelopment would fund this contract with the total amount of \$190,000.00, with the cost split equally among the Hotel Occupancy Tax (HOT) Fund, Sugar Land 4B Corporation (SL4B), and SLDC. This contract will be in effect from February 2026 through September 2027 to align with our fiscal year.

## **Budget**

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**Expenditure Required:** \$190,000

**Current Budget:** \$190,000, with costs split equally among the Hotel Occupancy Tax (HOT) Fund, Sugar Land 4B Corporation (SL4B), and Sugar Land Development Corporation (SLDC), each contributing \$63,333.

**Additional Funding:** None

**Funding Source:** SLDC 1041185-561005-11905 \$63,333  
SL4B 7041190-561005-11905 \$63,333  
Hotel Occupancy Tax 2051175-561005-11905 \$63,333

**Account Number (ORG-OBJ-Project):** SLDC 1041185-561005-11905 \$63,333  
SL4B 7041190-561005-11905 \$63,333  
Hotel Occupancy Tax 2051175-561005-11905 \$63,333

## **Attachments**

1. LHG Proposal City of Sugar Land - 3-1-26 to 9-30-31
2. 1.3 Lou Hammond Group Contract rev 12-18-25\_SIGNED
3. Blanket Additional Insured by Contract
4. Certificate of Insurance for City of Sugar Land
5. COL\_Lou Hammond and \_City of Sugar Land\_163271393
6. HB-89 - Verification
7. LHG Form 1295
8. SB-13 (STATE OF TEXAS SENATE BILL 13 VERIFICATION) Form
9. SB-19 (STATE OF TEXAS SENATE BILL 19 VERIFICATION) Form



address: 145 King Street, Suite 411 | Charleston, SC 29401  
phone: 843.722.8880 web: louhammond.com

December 10, 2025

The City of Sugar Land  
2700 Town Center Blvd. N  
Sugar Land, Texas 77479

This letter, when signed by you, will confirm that the City of Sugar Land will continue to retain Lou Hammond Group for public relations as outlined in the attached scope of work for Sugar Land Office of Economic Development and Office of Redevelopment services for an initial term of seven (7) months, beginning March 1, 2026, and ending September 30, 2026.

For these services, you will pay a monthly fee of \$9,500. In addition, the account administration fee will be \$500 a month to cover administrative, operating expenses and media relations tools. Payment is due within 30 days of invoice date.

Upon completion of the initial term, the agreement shall renew for the period of October 1, 2026, through September 30, 2027, and thereafter be renewed annually for up to four (4) additional one-year terms, subject to mutual written agreement and annual appropriations.

Following the conclusion of the initial seven-month term, unless otherwise mutually agreed in writing, the compensation rate for each renewal term shall include an annual increase of three percent (3%).

In addition, you will be billed on a monthly basis for reimbursement at cost of any pre-approved out-of-pocket expenses incurred on your behalf. These expenses include staff and media travel, social media influencer/content creator partnerships, award and event entries, etc. Payment is due within 10 days of invoice date.

Either party may cancel this agreement, with or without cause, by giving written notice ninety (90) days in advance of said cancellation date.

Please indicate your agreement in the space below and return one copy to us for our records. You have our assurance of our best efforts on your behalf.

Sincerely,

LOU HAMMOND GROUP

Stephen Hammond  
Chief Executive Officer

**AGREED:**  
City of Sugar Land

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**LHG + Sugar Land Program of Work**  
**March 1, 2026 – Sept. 31, 2026:**

**Goals:**

- **Economic Development:**
  - Secure placement in national business and economic development outlets with messages highlighting Sugar Land as a highly competitive destination for life sciences, technology, business professional services and advanced manufacturing businesses.
  - Position Sugar Land's economic development leadership as thought leaders within the industry and as go-to resources for target industry businesses looking to relocate or grow.
  - Leverage FIFA sponsorship to bring visibility to Sugar Land regional airport and the destination among target industry audiences; showcase Sugar Land leadership's proactive strategy to use this event to successfully engage business attraction candidates.
  - Pitching to include and support awareness of Tract 2, Innovation Fund and Office Infill Strategy.
- **Redevelopment:**
  - Secure placement in national and regional business and real estate development outlets with messages that highlight Sugar Land as an innovative, vibrant city with forward-thinking strategies and innovative funding and incentive programs that make it desirable to real estate developers, target retail and residential markets and target industries as a place to invest, do business or live.
  - Secure coverage of Imperial Historic District and Lakepoint Green redevelopments and the reinvestment and repositioning of Sugar Land Town Square as examples of innovative and strategic redevelopment, establishing Sugar Land as a leader in the industry.
  - Position Sugar Land's redevelopment leadership as thought leaders within the industry and go-to resources for industry media.
- **Tourism:**
  - Introduce Sugar Land as a destination for regional, drive-market travelers and groups/meetings by securing placement in regional publications and national roundups. Specific destination features to promote include the city's diverse culinary and beverage scene through pitching a curated portfolio of locally owned success stories.
  - Elevate regional awareness of tourism growth by promoting benchmark annual tourism economic impact stats.
  - Increase visibility among regional audiences through strategic content creator partnerships.
  - Secure inclusion of Sugar Land in regional and national coverage of FIFA-related travel stories.

**Strategic Summary:**

To achieve the objectives stated above, we will prioritize activity as follows:

- 60% of activity – proactive media relations activities, including targeted pitching, securing and coordinating hosted visits, reactive media opportunities and agency roundups
- 25% of activity – thought leadership and awards program work based on a strategy developed and approved by the client within the final quarter of 2025
- 15% of activity – message development, drafting materials, account management and reporting

KPIs will be defined in tactical plan.

**Scope of Work includes:**

- **Message Development** – manage and maintain narrative arcs; craft messaging for individual announcements that align with key message objectives and brand positioning
- **Media Relations**
  - Create one – two press releases per month
    - If more than two releases are needed in a month, workflow will be adjusted and discussed with client.
  - Craft proactive pitch angles for multi-distribution with personalization across all platforms, including segmented story ideas
  - Target Media – Ongoing, develop and refine Top 50 target media list, including but not limited to business, economic development, real estate development and redevelopment, trade and consumer travel and lifestyle media, aligned with regional travel drive markets, regional and national business outlets and national travel outlets, blogs and podcasts; provide visibility to client on status of outreach and success with targets in shared tracking document
  - News Bureau – respond 24/7 to media inquiries, refer coverage opportunities, give advice on trends and developments; execute & maintain fact files, image library, monitor key outlets, provide media coverage upon placement
  - Interview Coordination and Prep – coordinate interviews and create talking points and media briefing papers for Sugar Land representatives
  - Press Trips: Group and Individual – create a curated list of target media for hosting aligned with client marketing goals, secure client approval, invite, support itinerary and logistical planning, as appropriate escort, follow up upon return to ensure maximum results.
    - Hosting Program includes:
      - 1-2 group trips consisting of between 4 - 5 journalists and 1 LHG escort per trip
      - 6 individual media visits
      - 3-6 influencer partnerships
      - Hosting costs and influencer partnership fees will be billed as out of pocket expenses. Recommended total budget of \$40,000.  
*\*estimate explanation provided at the end of this document*

- **Thought Leadership**
  - Develop and pre-approve a strategy and program to position division team as industry leaders through invitations to speak at conferences/trade shows and sourcing as experts for media reporting. Provide talking points and message guidance.
    - Assistance with talking points and message guidance for additional conferences/panels and reactive media sourcing as priorities as time permits.
  - Prepare and handle submissions for pre-approved program of awards and survey opportunities representing all three areas of division (Business Development, Redevelopment and Tourism), monitor results, consult on get-out-the-vote efforts as needed
- **Issues Management** – 24/7 support and consultation, advance planning/strategy, monitoring, creating holding statements/ responses, media liaison, recovery efforts
- **Stakeholder Engagement** – provide and engage real value through LHG’s Hot Tips, seminars, podcasts, awards booklet, media ambassador program, distribution of LHG’s monthly “The Social-lite and Insights” publications
- **Account Management** – provide annual tactical plan including strategic timeline of activities, conduct biweekly calls with agenda and call report following, share monthly reports

***A la carte services:***

- **Press release writing, distribution, pitching - \$2000/per release**
- **Press release distribution, pitching - \$1000/per release**
- **Press Conference - \$5,000 project fee**
  - *Pre-event*
    - Develop strategy and messaging
    - Dedicated planning calls (max 1 per month)
    - Set coverage and media attendance targets
    - Draft press release, media alert, run of show recommendation, talking points and prepared remarks for relevant division executives
    - Develop target media list
    - Secure media attendance for event; includes invitations, RSVP management, follow-ups and reminders
    - Coordinate exclusives, embargoes and manage media inquiries and responses
    - Prepare name tags for media; may also do so for invited guests using lists provided and approved in advance by client
    - Consult on (but not production or execution of) visuals and multi-media elements
  - *During event*
    - Up to two LHG staff members on site to support media
    - Greet and support media at the event, including coordination of on-site interviews
    - Deliver media release
    - Manage resulting media inquiries, image distribution, follow up questions
    - Monitor day-of coverage
  - *Post Event*
    - Conduct follow-ups to ensure coverage and reporting on placements, including a campaign summary report following the event.

- Services do not include event management; management of a third-party event manager or vendor may be negotiated as part of LHG’s services for an additional fee
  - Cost of staff travel, accommodations, transportation and meals in the destination, as well as any materials or expenses resulting from the project, will be charged as out-of-pocket expenses.
- **Influencer FAM - \$5,000 project fee**
    - 3 – 5 influencers hosted for FIFA watch party event
    - Develop target influencer list to align with regional travel market targets
    - Develop itinerary, track deliverables and produce comprehensive after-hosting report
    - 1 LHG staff member to escort event in destination
    - Cost of influencer fees, influencer and LHG staff travel, accommodations, transportation and meals in the destination, as well as any materials or expenses resulting from the project, will be charged as out-of-pocket expenses.
      - Recommended OOP budget - \$40,000

**Hosting Costs Estimate Explanation:**

Estimate Reasoning	The goal is to receive partner support through in-kind services. These are estimates, should comps not be available.		
Collaboration Fee	\$	6,000.00	Max collaboration fee
Flight/Rental	\$	350.00	Estimating \$350 flight or rental car
Ground Transportation	\$	250.00	Approx. for Ubers over two days or gas for rental
Lodging per night	\$	200.00	Approx. \$200 per night, plus taxes and fees
Meals + attractions per day	\$	150.00	Approx. \$150 per day to cover non-comp experiences
<b>Journalists - 6 Max (3 day/2 nights)</b>			
	Estimates	Actual	Notes
Collaboration Fee	\$	0	
Flight/Rental	\$	2,100.00	
Rental Car		\$2,100	
Lodging		\$2,400	
Meals		\$2,700	
	\$	9,300.00	\$ -
<b>Influencers - 6 Max (4 days/3 nights)</b>			
	Estimates	Actual	Notes
Collaboration Fee	\$	36,000.00	
Flights	\$	2,100.00	
Rental Car	\$	2,100.00	
Lodging	\$	3,600.00	
Meals	\$	3,600.00	
	\$	47,400.00	\$ -
<b>Media Visit FAMs - 2 x Max 5 media +1 LHG escort each (3 day/2 nights)</b>			
	Estimates	Actual	Notes
Collaboration Fee	\$	-	
Flights	\$	4,200.00	
Rental Car	\$	700.00	
Lodging	\$	4,800.00	
Meals	\$	5,400.00	
	\$	15,100.00	\$ -

**CITY OF SUGAR LAND  
CONTRACT FOR GENERAL SERVICES (MODIFIED)**

\$100K to \$999,999.99  
(Rev. 12-9-25)

**I. Signatures.** By signing below, the parties agree to the terms of this Contract:

**CITY OF SUGAR LAND**

**CONTRACTOR:**

**By:**

**By:** 

**Date:**

**Date:** 1/9/26

STEPHEN HAMMOND

**Title:**

**Title:** CEO

**Company:** LOU HAMMOND GROUP

MATTER NUMBER: 8095M  
APPROVED AS TO FORM:

**II. General Information and Terms.**

Contractor's Name and Address: Lou Hammond Group  
145 King Street, Suite 411  
Charleston, SC 29401

Description of Services: Public Relations for Economic Development and  
Redevelopment Services

Maximum Contract Amount: \$190,000.00  
- \$70,000.00 from March 1, 2026 to September 30, 2026  
- \$120,000.00 from October 1, 2026 to September 30,  
2027

This Contract may also include out-of-pocket costs, which will be change ordered in to this Contract as needed. Provided, however, change orders may not exceed 25% of the total Contract.

Effective Date: On the latest of the dates signed by both parties.

Services Start Date: March 1, 2026

Termination Date: September 30, 2026

Renewal: The term of this Contract shall automatically renew without further documentation or agreement for one (1) additional one-year term under the terms and conditions provided herein, unless written notice of a party's intent not to renew is received by the other party on or before thirty (30) days before the expiration date.

Contract Parts: This Contract consists of the following parts:

- I. Signatures
- II. General Information and Terms
- III. Standard Contractual Provisions
- IV. Additional Terms or Conditions
- V. Additional Contract Documents

### **III. Standard Contractual Provisions.**

A. Contractor's Services. The Contractor will provide to the City the services described in this Contract under the terms and conditions of this Contract.

B. Billing and Payment. Subject to the terms of the Contract, the City will pay the Contractor the sum(s) as shown in Section II above plus any additional sums approved by change order. The Contractor will bill the City for the services provided at intervals of at least thirty (30) calendar days, except for the final billing. The Contractor must bill or invoice the City within thirty (30) calendar days from the date of service and submit the final invoice no later than thirty (30) calendar days from the Contract termination or expiration date. The City is not responsible or liable for payment of any invoice submitted to the City more than sixty (60) calendar days after the date in which the services were rendered or for any work which is unsatisfactory to the City. The City will pay the Contractor for the services provided for in this Contract with current revenues available to the City, but all of the City's payments to the Contractor, including the time of payment and the payment of interest on overdue amounts, are subject to other requirements of this Contract and Chapter 2251 of the Texas Government Code. The City is not liable to the Contractor for any taxes which the City is not liable by law, including state and local sales and use taxes (Section 151.309 and Title 3, Texas Tax Code) and federal excise tax (Subtitle D of the Internal Revenue Code). The City will return all invoices containing errors to the Contractor with an explanation of the deficiency. The City will not pay the Contractor for any costs or expenditures that are not included in the scope of work or a change order under the Contract. If the City determines that the Contractor has been overpaid, the Contractor must refund the overpayment to the City within thirty (30) calendar days of the receipt of the notice from the City unless an alternate payment plan is specified by the City.

C. Termination Provisions.

(1) Unless terminated earlier as allowed by this Contract, this Contract terminates:

- (a) On the termination date, if any, specified in the General Information in Part II, but the obligation of a party to complete a contract requirement pending on the date of termination survives termination; or
- (b) If there is no termination date specified in the General Information in Part II, the Contract terminates when both parties have completed all their respective obligations under the Contract.

(2) The City's city manager may terminate this Contract during its term at any time for any reason by giving written notice to the Contractor not less than five business days prior to the termination date, but the City will pay the Contractor for all services rendered in compliance with this Contract to the date of termination.

(3) If the City's city council does not appropriate funds to make any payment for a fiscal year after the City's fiscal year in which the Contract becomes effective and there are no proceeds available for payment from the sale of bonds or other debt instruments, then the Contract automatically terminates at the beginning of the first day of the successive fiscal year. (Section 5, Article XI, Texas Constitution)

A. D. Liability and Indemnity. A provision in the Contractor's Additional Contract Document is void and unenforceable if it: (1) limits or releases the Contractor from liability that would exist by law in the absence of the provision; (2) creates liability for the City that would not exist by law in the absence of the provision; or (3) waives or limits the City's rights, defenses, remedies, or immunities that would exist by law in the absence of the provision. The Contractor will be liable for all damages incurred and assume full responsibility for the work performed under the Contract.

E. Assignment. The Contractor may not assign this Contract without the City's prior written consent.

F. Law Governing and Venue. This Contract is governed by the law of the State of Texas and a lawsuit may only be prosecuted on this Contract in a court of competent jurisdiction located in or having jurisdiction in Fort Bend County, Texas.

G. Entire Contract. This Contract represents the entire Contract between the City and the Contractor and supersedes all prior negotiations, representations, or contracts, either written or oral. This Contract may be amended only by written instrument signed by both parties.

H. Independent Contractor. The Contractor will perform the work under this Contract as an independent contractor and not as an employee of the City. The City has no right to supervise, direct, or control the Contractor or Contractor's officers or employees in the means, methods, or details of the work to be performed by Contractor.

I. Dispute Resolution Procedures. If a party disputes any matter relating to this Contract, the parties agree to try in good faith, before bringing any legal action, to settle the dispute by submitting the matter to mediation before a third party who will be selected by agreement of the parties. The parties will each pay one-half of the mediator's fees.

J. Attorney's Fees. Should a party to this Contract bring suit against the other party for any matter relating to this Contract, neither party will seek or be entitled to an award of attorney's fees or other costs relating to the suit.

K. Severability. If a court finds or rules that any part of this Contract is invalid or unlawful, the remainder of the Contract continues to be binding on the parties.

L. Contractual Limitations Period. Any provision of the Contract that establishes a limitations period that does not run against the City by law or that is shorter than two years is void. (Sections 16.061 and 16.070, Texas Civil Practice and Remedies Code)

M. Conflicting Provisions. If there is a conflict between a provision in the Contractor's Additional Contract Documents and a provision in the remainder of this Contract, the latter controls.

N. Copyright. Any original work (the Work), including any picture, video, music, brochure, writing, trademark, logo or other work created by the Contractor for the use of the City under this Contract is a "work made for hire," as defined by federal copyright law. If the Work is not by law a "work made for hire," the Contractor by execution of this Contract assigns to the City all of its rights to the Work, including the copyright. The City, as the author and owner of the copyright to the Work, may alter, reproduce, distribute, or make any other use of the Work as it deems appropriate.

O. Standard of Care for Architects and Engineers. Services must be performed with professional skills and care ordinarily provided by competent licensed engineers or registered architects practicing in the same or similar locality and under the same or similar circumstances and professional license. Provided, however, if this is a construction contract for architectural or engineering services or a contract related to the construction or repair of an improvement to real property that contains architectural or engineering services as a component part, the architectural or engineering services must be performed with the professional skill and care ordinarily provided by competent architects or engineers practicing under the same or similar circumstances and professional license. (Tex. Civ. Prac. & Remedies Code § 130.0021 (a)).

P. Disclosure of Interested Persons for Council-Approved Contracts. Contracts that require City Council approval, such as contracts that exceed \$50,000, are subject to the requirements of Section 2252.908, Tex. Gov't Code. Under the provisions of this statute:

(1) The City may not enter into a contract with a business entity that requires Council approval unless the business entity submits a disclosure of interested persons at the time the business entity submits a signed contract to the City;

(2) A disclosure of interested parties must be submitted on a form prescribed by the Texas Ethics Commission (Commission) that includes:

- (a) A list of each interested party for the contract of which the contractor business entity is aware, an interested party being a person who has a controlling interest in the business entity or who actively participates in facilitating or negotiating the terms of the contract, including a broker, intermediary, adviser, or attorney for the business entity; and
- (b) The signature of the authorized agent of the contracting business entity, acknowledging that the disclosure is made under oath and under penalty of perjury.

The Commission has approved a Certificate of Interested Persons form, which must be filled out, signed and notarized by the Contractor and submitted to the City at the time of execution of this Contract, along with the certification of filing generated from the Commission's website at <https://www.ethics.state.tx.us/filinginfo/1295/>. The Certificate of Interested Persons form is available on the Commission's website and the Contractor must follow the Commission's filing process adopted pursuant to the statute.

**Q. Compliance with Laws.** The Contractor must comply with the federal, state, and local laws, rules and regulations applicable to the Project and its services under this Contract.

**R. Prohibition on Contracts with Companies Boycotting Israel.** Certain contracts for goods and services are subject to the requirements of Section 2271.002, Tex Gov't Code (H.B. 89, as amended by H.B. 793). Specifically, contracts for goods and services that:

- (1) are between the City and a company with ten (10) or more full-time employees; and
- (2) have a value of \$100,000.00 or more that is to be paid wholly or partly from public funds of the City.

Under the provisions of this statute, if the above conditions apply the City may not enter into a contract with a company for goods and services unless the contract contains a written verification from the company that it:

- (1) does not boycott Israel; and
- (2) will not boycott Israel during the term of the contract.

If this is a contract to which the verification requirement applies, the City has approved a verification form which must be filled out and signed by the Contractor and submitted to the City at the time of execution of this Contract.

**S. Prohibition on Contracts with Companies Boycotting Certain Energy Companies.** Certain contracts for goods and services are subject to the requirements of Section 2276.002, Tex. Gov't Code (S.B. 13). Specifically, contracts for goods and services that:

- (1) are between the City and a company with ten (10) or more full-time employees; and

(2) have a value of \$100,000.00 or more that is to be paid wholly or partly from public funds of the City.

Under the provisions of this statute, if the above conditions apply the City may not enter into a contract with a company for goods and services unless the contract contains a written verification from the company that it:

- (1) does not boycott energy companies; and
- (2) will not boycott energy companies during the term of the contract.

If this is a contract to which the verification requirement applies, the City has approved a verification form which must be filled out and signed by the Contractor and submitted to the City at the time of execution of this Contract.

T. Prohibition on Contracts with Companies that Discriminate Against Firearm and Ammunition Industries. Certain contracts for goods and services are subject to the requirements of Section 2274.002, Tex. Gov't Code (S.B. 19). Specifically, contracts for goods and services that:

- (1) are between the City and a company with ten (10) or more full-time employees; and
- (2) have a value of \$100,000.00 or more that is to be paid wholly or partly from public funds of the City.

Under the provisions of this statute, if the above conditions apply the City may not enter into a contract with a company for goods and services unless the contract contains a written verification from the company that it:

- (1) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and
- (2) will not discriminate during the term of the contract against a firearm entity or firearm trade association.

If this is a contract to which the verification requirement applies, the City has approved a verification form which must be filled out and signed by the Contractor and submitted to the City at the time of execution of this Contract.

This verification requirement does not apply if this contract is with a sole-source provider or, if this contract is subject to competitive bidding, the City did not receive any bids from a company that is able to provide the written verification required.

U. Prohibition on Contracts with Certain Foreign-owned Companies in Connection With Critical Infrastructure. Certain contracts for critical infrastructure are prohibited by Section

2275.0102, Tex. Gov't Code (S.B. 2116). Specifically, relating to a contract for critical infrastructure that:

- (1) would grant a company direct or remote access to or control of critical infrastructure in this state, excluding access specifically allowed by the governmental entity for product warranty and support purposes; and
- (2) where the City knows that the company is:
  - (A) owned by or the majority of stock or other ownership interest of the company is held or controlled by:
    - (i) individuals who are citizens of China, Iran, North Korea, Russia, or a designated country; or
    - (ii) a company or other entity, including a governmental entity, that is owned or controlled by citizens of or is directly controlled by the government of China, Iran, North Korea, Russia, or a designated country; or
  - (B) headquartered in China, Iran, North Korea, Russia, or a designated country.

In signing this Contract, Contractor represents and acknowledges that it is not a foreign-owned company under Section 2275.0102 and that this is not a contract prohibited by Section 2275.0102, Tex. Gov't Code (S.B. 2116).

V. Confidentiality. Any provision in the Contract that attempts to prevent the City's disclosure of information that is subject to public disclosure under federal or Texas law or regulation, or court or administrative decision or ruling, is invalid. (Chapter 552, Texas Government Code)

W. Records Retention. The City is subject to records retention requirements under Texas law. Any provision of the Contractor's attachment(s) that requires the City to destroy documents or give documents back to the Contractor or that otherwise conflicts with Texas law regarding retention of records is void.

**IV. Additional Terms or Conditions.** The City hereby rejects all terms and conditions included or incorporated by reference in the Contractor's Bid, Proposal or Quote under Exhibit A-1.

**V. Additional Contract Documents.** The following documents attached to this Contract are part of this Contract:

Exhibit A. Contractor's Additional Contract Documents:

- A-1. Lou Hammond Group's Proposal dated December 10, 2025 (5 pages)
- A-2. Certificate of Interested Persons with Certification of Filing (1 page)
- A-3. House Bill 89 Verification (1 page)

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- A-4. Senate Bill 13 Verification (1 page)
- A-5. Senate Bill 19 Verification (2 pages)

**Exhibit B. City's Additional Contract Documents:**

- B-1. Insurance Requirements (2 pages)
- B-2. Data Ownership, Sharing, and AI (2 pages)

**EXHIBIT A-1**

Lou Hammond Group's Proposal dated December 10, 2025

*(See Attached)*

**EXHIBIT A-2**

**Certificate of Interested Persons with Certification of Filing**

*(See Attached)*

**EXHIBIT A-3**

House Bill 89 Verification

*(See Attached)*

**EXHIBIT A-4**

**Senate Bill 13 Verification**

*(See Attached)*

**EXHIBIT A-5**

Senate Bill 19 Verification

*(See Attached)*

## EXHIBIT B-1

### REQUIREMENTS FOR GENERAL SERVICES CONTRACT

The Contractor shall comply with each and every condition contained herein. The Contractor shall provide and maintain the minimum insurance coverage set forth below during the term of its agreement with the City. Any Subcontractor(s) hired by the Contractor shall maintain insurance coverage equal to that required of the Contractor. It is the responsibility of the Contractor to assure compliance with this provision. The City of Sugar Land accepts no responsibility arising from the conduct, or lack of conduct, of the Subcontractor.

#### INSTRUCTIONS FOR COMPLETION OF INSURANCE DOCUMENT

With reference to the foregoing insurance requirements, Contractor shall specifically endorse applicable insurance policies as follows:

- A. The City of Sugar Land shall be named as an additional insured with respect to General Liability and Automobile Liability **on a separate endorsement**
- B. A waiver of subrogation in favor of The City of Sugar Land shall be contained in the Workers Compensation and all liability policies and must be provided **on a separate endorsement.**
- C. All insurance policies shall be endorsed to the effect that The City of Sugar Land will receive at least thirty (30) days' written notice prior to cancellation or non-renewal of the insurance.
- D. All insurance policies, which name The City of Sugar Land as an additional insured, must be endorsed to read as primary and non-contributory coverage regardless of the application of other insurance.
- E. **Chapter 1811 of the Texas Insurance Code, Senate Bill 425 82(R) of 2011, states that the above endorsements cannot be on the certificate of insurance. Separate endorsements must be provided for each of the above.**
- F. All insurance policies shall be endorsed to require the insurer to immediately notify The City of Sugar Land of any material change in the insurance coverage.
- G. All liability policies shall contain no cross liability exclusions or insured versus insured restrictions.
- H. Required limits may be satisfied by any combination of primary and umbrella liability insurances.
- I. Contractor may maintain reasonable and customary deductibles, subject to approval by The City of Sugar Land.
- J. Insurance must be purchased from insurers having a minimum AmBest rating of B+.
- K. All insurance must be written on forms filed with and approved by the Texas Department of Insurance. (ACORD 25 2016/03) Coverage must be written on an occurrence form.
- L. Contractual Liability must be maintained covering the Contractors obligations contained in the contract. Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent and shall contain provisions representing and warranting all endorsements and insurance coverages according to requirements and instructions contained herein.
- M. Upon request, Contractor shall furnish The City of Sugar Land with certified copies of all insurance policies.
- N. A valid certificate of insurance verifying each of the coverages required above shall be issued directly to the City of Sugar Land within ten (10) business days after contract award and prior to starting any work by the successful contractor's insurance agent of record or insurance company. Also, prior to the start of any work and at the same time that the Certificate of Insurance is issued and sent to the City of Sugar Land, all required endorsements identified in sections A, B, C and D, above shall be sent to the City of Sugar Land. The certificate of insurance and endorsements shall be sent to:

**City of Sugar Land  
Purchasing Office  
P. O. Box 110  
Sugar Land, TX 77487-0110**

**emailed to: [purchasing@sugarlandtx.gov](mailto:purchasing@sugarlandtx.gov)**

## INSURANCE REQUIREMENTS

Items marked "X" are required to be provided if award is made to your firm.

### Coverages Required & Limits (Figures Denote Minimums)

Workers' Compensation      Statutory limits, State of TX.

Employers' Liability      \$500,000 per employee per disease / \$500,000 per employee per accident / \$500,000 by disease aggregate

Commercial General Liability:

	<input checked="" type="checkbox"/> Very High/High Risk	<input type="checkbox"/> Medium Risk	<input type="checkbox"/> Low Risk
Each Occurrence	\$1,000,000	\$500,000	\$300,000
Fire Damage	\$300,000	\$100,000	\$100,000
Personal & ADV Injury	\$1,000,000	\$1,000,000	\$600,000
General Aggregate	\$2,000,000	\$1,000,000	\$600,000
Products/Compl Op	\$2,000,000	\$500,000	\$300,000
XCU	\$2,000,000	\$500,000	\$300,000

Automobile Liability: (Owned, Non-Owned, Hired and Injury & Property coverage for all)

<input checked="" type="checkbox"/> Very High/ High Risk	<input type="checkbox"/> Medium Risk	<input type="checkbox"/> Low Risk
Combined Single Limits	Combined Single Limits	Combined Single Limits
\$1,000,000 Bodily	\$500,000 Bodily	\$300,000 Bodily

Garage Liability for BI & PD

\$1,000,000 each accident for Auto, \$1,000,000 each accident Non-Auto  
\$2,000,000 General Aggregate

Garage Keepers Coverage (for Auto Body & Repair Shops)

\$500,000 any one unit/any loss and \$200,000 for contents

Umbrella each-occurrence with respect to primary Commercial General Liability, Automobile Liability, and Employers Liability policies at minimum limits as follows:

Contract value less than \$1,000,000: **not required**

Contract value between \$1,000,000 and \$5,000,000: **\$4,000,000 is required**

Contract value between \$5,000,000 and \$10,000,000: **\$9,000,000 is required**

Contract value between \$10,000,000 and \$15,000,000: **\$15,000,000 is required**

Contract value above \$15,000,000: **\$20,000,000 is required**

Excess coverage over \$10,000,000 can be provided on "following form" type to the underlying coverages to the extent of liability coverage as determined by the City.

Professional Liability, including, but not limited to services for Accountant, Appraiser, Architecture, Consultant, Engineering, Insurance Broker, Legal, Medical, Surveying, construction/renovation contracts for engineers, architects, constructions managers, including design/build Contractors.

Minimum limits of \$1,000,000 per claim/aggregate. This coverage must be maintained for at least two (2) years after the project is completed.

Builder's Risk (if project entails vertical construction, including but not limited to bridges and tunnels or as determined by the City of Sugar Land) Limit is 100% of insurable value, replacement cost basis

Pollution Liability for property damage, bodily injury and clean up (if project entails possible contamination of air, soil or ground or as determined by the City of Sugar Land)

\$1,000,000 each occurrence

\$2,000,000 aggregate

Other Insurance Required: \_\_\_\_\_

NOTE: The nature/size of a contract/agreement may necessitate higher limits than shown above. These requirements are only meant as a guide, but in any event, should cover most situations. Check with Purchasing & Risk Management if you need assistance or need additional information.

## **EXHIBIT B-2**

### Data Ownership, Sharing, and AI

#### A. Definitions.

*Government Data* means any information, document, media, or machine-readable material regardless of physical form or characteristics, that is created or obtained by the City in the course of official City business.

*Government-Related Data* means any information, document, media, or machine-readable material regardless of physical form or characteristics that is created or obtained by a contractor through the storage, processing, or communication of Government Data. This does not include a contractor's business records (e.g., financial records, legal records, etc.) or data such as operating procedures, software coding, or algorithms that are not uniquely applied to the Government Data.

- B. City Owns the Data. Contractor hereby assigns without any requirement of further consideration all right, title, or interest the Contractor may have to Government Data and Government-Related Data, including any copyrights or other intellectual property rights to the same.
- C. Guarantee of Disencumbrance. Contractor warrants that any data provided to City under the terms of this Contract is in the public domain or otherwise unencumbered by intellectual property restrictions on its use by the City. Contractor warrants that the City's creation, maintenance, and modification of data provided to the City under the terms of this Contract shall not be restricted by Contractor's copyright, patent, or intellectual property considerations.
- D. No Prior Restrictions. Contractor represents and warrants that it has the full right and power to assign its rights, titles, and interests in any data it provides under this Contract and otherwise performs its obligations hereunder, and that there are no outstanding agreements, assignments, or encumbrances inconsistent with the provision of said data or with any other provisions of this Contract. Contractor represents and warrants that it is not aware of any claims of infringement of intellectual property that have been brought against it by third parties for infringement of such third party's intellectual property.
- E. Machine Readable Exports. Output created by Contractor under this Contract, if any, must be in a digital, reuseable format, in whole and in parts, as a platform independent and machine-readable file. Such file formats include, but are not limited to, plain text files such as comma-delimited tables, extensible markup language, and javascript object notation. Government Data and Government-Related Data which is stored in binary formats, including but not limited to portable document format, JPEG, and portable network graphics files, shall instead be reproducible in the same format in which it was provided. This reusable copy must be made available in a publicly documented and non-proprietary format, with a clearly-defined data structure and a data dictionary for all terms of art contained in the data. For purposes of this

section, non-proprietary formats include formats for which royalty-free codecs are available to end-users.

- F. Waiving Right of Action. Contractor hereby agrees to waive any and all future rights of action against the City which may arise from the City's authorized use of Government Data and/or Government-Related Data, including but not limited to copyright, patent, and other intellectual property considerations.
- G. Indemnification. If a third party claims that the Government Data and/or Government-Related Data that is the subject of this Contract, due to the use of Contractor's products or services, infringes that party's copyright, patents, or trade secrets, Contractor will defend the City against that claim at Contractor's expense and pay all costs, damages, and attorney's fees that a court finally awards, provided that the City notifies Contractor in writing of any such claim within ten (10) business days of City's receipt of such claim.
- H. Copyright Retention. Contractor may keep its copyright interest in non-Government Data and non-Government-Related Data (i.e. its proprietary data) it may have, except when the City combines Government Data and/or Government-Related Data with the Contractor's data.
- I. Data Sharing. Contractor will not share, transfer, or disclose Government Data and/or Government-Related Data to any third party without the prior written consent of the City except as expressly authorized in this Contract and solely to the extent necessary to perform the services under this Contract. In the event Contractor is authorized to share Government Data and/or Government-Related Data with a subcontractor, Contractor will ensure its subcontractor complies with all terms and conditions of this Contract.
- J. No Commercial Use. Contractor shall not make use of the Government Data or Government-Related Data for any commercial purpose, whether to the benefit of Contractor or a third party, unless explicitly authorized in writing by the City. For the purposes of this provision, "commercial purpose" does not include the performance of services by Contractor under this Contract that are specifically authorized and intended for the benefit of the City.
- K. Artificial Intelligence Training. Government Data and Government-Related Data shall not be used by Contractor to train any artificial intelligence, machine learning, or large language models, without the City's express written consent.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.



## BLANKET ADDITIONAL INSURED BY CONTRACT

This endorsement modifies insurance provided under the following:

### BUSINESS LIABILITY COVERAGE FORM

Except as otherwise stated in this endorsement, the terms and conditions of the Policy apply.

#### A. The following is added to Section C. WHO IS AN INSURED:

##### **Additional Insureds When Required By Written Contract, Written Agreement Or Permit**

The person(s) or organization(s) identified in Paragraphs a. through f. below are additional insureds when you have agreed, in a written contract or written agreement, or when required by a written permit issued by a state or governmental agency or subdivision or political subdivision that such person or organization be added as an additional insured on your Coverage Part, provided the injury or damage occurs subsequent to the execution of the contract or agreement, or the issuance of the permit.

A person or organization is an additional insured under this provision only for that period of time required by the contract, agreement or permit.

However, no such person or organization is an additional insured under this provision if such person or organization is included as an additional insured by any other endorsement issued by us and made a part of this Coverage Part.

The insurance afforded to such additional insured will not be broader than that which you are required by the contract, agreement, or permit to provide for such additional insured.

The insurance afforded to such additional insured only applies to the extent permitted by law.

The limits of insurance that apply to additional insureds are described in Section D. **LIABILITY AND MEDICAL EXPENSES LIMITS OF INSURANCE**. How this insurance applies when other insurance is available to an additional insured is described in the Other Insurance Condition in Section E. **LIABILITY AND MEDICAL EXPENSES GENERAL CONDITIONS**.

#### a. Vendors

Any person(s) or organization(s) (referred to below as vendor), but only with respect to "bodily injury" or "property damage" arising out of "your products" which are distributed or sold in the regular course of the vendor's business and only if this Coverage Part provides coverage for "bodily injury" or "property damage" included within the "products-completed operations hazard".

(1) The insurance afforded to the vendor is subject to the following additional exclusions:

This insurance does not apply to:

- (a) "Bodily injury" or "property damage" for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages that the vendor would have in the absence of the contract or agreement;
- (b) Any express warranty unauthorized by you;
- (c) Any physical or chemical change in the product made intentionally by the vendor;
- (d) Repackaging, except when unpacked solely for the purpose of inspection, demonstration, testing, or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;
- (e) Any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products;
- (f) Demonstration, installation, servicing or repair operations, except such operations performed at the vendor's premises in connection with the sale of the product;



- (g) Products which, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or for the vendor; or
- (h) "Bodily injury" or "property damage" arising out of the sole negligence of the vendor for its own acts or omissions or those of its employees or anyone else acting on its behalf. However, this exclusion does not apply to:
  - (i) The exceptions contained in Paragraphs (d) or (f); or
  - (ii) Such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products.

(2) This insurance does not apply to any insured person or organization from whom you have acquired such products, or any ingredient, part or container, entering into, accompanying or containing such products.

**b. Lessors Of Equipment**

- (1) Any person or organization from whom you lease equipment; but only with respect to their liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your maintenance, operation or use of equipment leased to you by such person or organization.
- (2) With respect to the insurance afforded to these additional insureds, this insurance does not apply to any "occurrence" which takes place after you cease to lease that equipment.

**c. Lessors Of Land Or Premises**

- (1) Any person or organization from whom you lease land or premises, but only with respect to liability arising out of the ownership, maintenance or use of that part of the land or premises leased to you.
- (2) With respect to the insurance afforded to these additional insureds, this insurance does not apply to:
  - (a) Any "occurrence" which takes place after you cease to lease that land or be a tenant in that premises; or
  - (b) Structural alterations, new construction or demolition operations performed by or on behalf of such person or organization.

**d. Architects, Engineers Or Surveyors**

- (1) Any architect, engineer, or surveyor, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:
  - (a) In connection with your premises;
  - (b) In the performance of your ongoing operations performed by you or on your behalf; or
  - (c) In connection with "your work" and included within the "products-completed operations hazard", but only if:
    - (i) The written contract, written agreement or permit requires you to provide such coverage to such additional insured; and
    - (ii) This Coverage Part provides coverage for "bodily injury" or "property damage" included within the "products-completed operations hazard".

(2) With respect to the insurance afforded to these additional insureds, the following additional exclusion applies:

This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of or the failure to render any professional services, including:

- (i) The preparing, approving, or failure to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders, designs or drawings and specifications; or
- (ii) Supervisory, surveying, inspection, architectural or engineering activities.

This exclusion applies even if the claims allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by an insured, if the "bodily injury", "property



damage”, or “personal and advertising injury” arises out of the rendering of or the failure to render any professional service.

**e. State Or Governmental Agency Or Subdivision Or Political Subdivision Issuing Permit**

- (1) Any state or governmental agency or subdivision or political subdivision, but only with respect to operations performed by you or on your behalf for which the state or governmental agency or subdivision or political subdivision has issued a permit.
- (2) With respect to the insurance afforded to these additional insureds, this insurance does not apply to:
  - (a) "Bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the federal government, state or municipality; or
  - (b) "Bodily injury" or "property damage" included within the "products-completed operations hazard".

**f. Any Other Party**

- (1) Any other person or organization who is not in one of the categories or classes listed above in Paragraphs a. through e. above, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:
  - (a) In the performance of your ongoing operations performed by you or on your behalf;
  - (b) In connection with your premises owned by or rented to you; or
  - (c) In connection with "your work" and included within the "products-completed operations hazard", but only if:
    - (i) The written contract, written agreement or permit requires you to provide such coverage to such additional insured; and
    - (ii) This Coverage Part provides coverage for "bodily injury" or "property damage" included within the "products-completed operations hazard".
- (2) With respect to the insurance afforded to these additional insureds, the following additional exclusion applies:

This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:

  - (a) The preparing, approving, or failure to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders, designs or drawings and specifications; or
  - (b) Supervisory, surveying, inspection, architectural or engineering activities.

This exclusion applies even if the claims allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by an insured, if the “bodily injury”, “property damage”, or “personal and advertising injury” arises out of the rendering of or the failure to render any professional service described in Paragraphs f.(2)(a) or f.(2)(b) above.



## ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

### BUSINESS LIABILITY COVERAGE FORM

Except as otherwise stated in this endorsement, the terms and conditions of the Policy apply.

**A.** The following is added to Section **C. WHO IS AN INSURED:**

**Designated Person Or Organization**

**a.** The person(s) or organization(s) shown in the Declarations as Additional Insured – Designated Person Or Organization is also an additional insured, but only with respect to liability for “bodily injury”, “property damage” or “personal and advertising injury” caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

(1) In the performance of your ongoing operations; or

(2) In connection with your premises owned by or rented to you.

**b.** If coverage provided to these additional insureds is required by a written contract or written agreement, or when required by a written permit issued by a state or governmental agency or subdivision or political subdivision, the insurance afforded to these additional insureds will not be broader than that which you are required by the contract, agreement, or permit to provide for these additional insureds.

**c.** The insurance afforded to these additional insureds only applies to the extent permitted by law.

**B.** With respect to the insurance afforded such additional insured(s) by this endorsement, the following additional exclusion is added to Section **B. EXCLUSIONS:**

This insurance does not apply to “bodily injury” or “property damage” included within the “products-completed operations hazard”.



THE HARTFORD  
 BUSINESS SERVICE CENTER  
 3600 WISEMAN BLVD  
 SAN ANTONIO TX 78251

February 3, 2025

City of Sugar Land  
 PO Box 110  
 Sugar Land TX 77487

**Account Information:**

<b>Policy Holder Details :</b>	<b>LOU HAMMOND &amp; ASSOCIATES INC</b>
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**Contact Us**

**Need Help?**

Chat online or call us at  
 (866) 467-8730.

We're here Monday - Friday.

Enclosed please find a Certificate Of Insurance for the above referenced Policyholder. Please contact us if you have any questions or concerns.

Sincerely,  
 Your Hartford Service Team





## ADDITIONAL REMARKS SCHEDULE

AGENCY MARSH & MCLENNAN AGENCY LLC		NAMED INSURED LOU HAMMOND & ASSOCIATES INC 145 KING ST STE 411 CHARLESTON SC 29401-2231	
POLICY NUMBER SEE ACORD 25		EFFECTIVE DATE: SEE ACORD 25	
CARRIER SEE ACORD 25	NAIC CODE		

**ADDITIONAL REMARKS**

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM**

**FORM NUMBER:** ACORD 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

Certificate holder is an additional insured per the Business Liability Coverage Form SL3032 attached to this policy. Waiver of Subrogation applies in favor of the Certificate Holder per the Business Liability Coverage Form SL0000, attached to this policy. Coverage is primary and noncontributory per the Business Liability Coverage Form SL0000, attached to this policy.



## STATE OF TEXAS - HOUSE BILL 89 VERIFICATION

I, \_\_\_\_\_, the undersigned representative of  
(Person name)

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(Company or Business name)

hereafter referred to as company, being an adult over the age of eighteen (18) years of age, do hereby certify the above-named company, under the provisions of Subtitle F, Title 10, Government Code Chapter 2270:

1. Does not boycott Israel currently; and
2. Will not boycott Israel during the term of the contract for goods or services with the above-named Company, business or individual with City of Sugar Land.

*Pursuant to Section 2270.001, Texas Government Code:*

1. *“Boycott Israel” means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and*
2. *“Company” means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.*

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DATE

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POSITION / TITLE

---

SIGNATURE OF COMPANY REPRESENTATIVE

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
 Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY  
 CERTIFICATION OF FILING**

Certificate Number:  
 2025-1255981

Date Filed:  
 01/10/2025

Date Acknowledged:

**1 Name of business entity filing form, and the city, state and country of the business entity's place of business.**

Lou Hammond Group South Carolina, Inc  
 Charleston, SC United States

**2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.**

Sugar Land Office of Economic Development

**3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.**

RFP 2024-23  
 Public Relations Services

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

**5 Check only if there is NO Interested Party.**

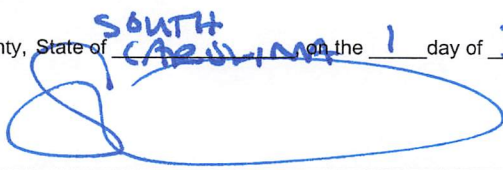
**6 UNSWORN DECLARATION**

My name is STEPHEN HAMMOND, and my date of birth is 12/31/64.

My address is 145 KING ST, STE 411, CHARLESTON SC 29407 CHARLESTON  
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in CHARLESTON County, State of SOUTH CAROLINA on the 1 day of JAN, 2025.  
(month) (year)



Signature of authorized agent of contracting business entity (Declarant)

**STATE OF TEXAS - SENATE BILL 13 VERIFICATION**

I, \_\_\_\_\_, the undersigned representative of  
(Person name)

\_\_\_\_\_  
(Company or Business name)

**hereafter referred to as Company, being an adult over the age of eighteen (18) years of age, do hereby certify the above-named Company, under the provisions of Subtitle F, Title 10, Government Code Chapter 2274:**

- 1. Has ten (10) or more full-time employees;
- 2. Will be paid an amount equal to or greater than \$100,000.00 from City of Sugar Land funds, under the contract to which this verification applies;
- 3. Does not boycott energy companies currently; and
- 4. Will not boycott energy companies during the term of the contract for goods or services with the above-named Company, business, or individual with City of Sugar Land.

Pursuant to Section 2274.001, Texas Government Code:

- 1. "Boycott energy company" means, without an ordinary business purpose, refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations with a company because the company:
  - (A) engages in the exploration, production, utilization, transportation, sale, or manufacturing of fossil fuel-based energy and does not commit or pledge to meet environmental standards beyond applicable federal and state law; or
  - (B) does business with a company described by Paragraph (A).
- 2. "Company" means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company, or affiliate of those entities or business associations, that exists to make a profit.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
POSITION / TITLE

\_\_\_\_\_  
SIGNATURE OF COMPANY REPRESENTATIVE

**FORM MUST BE COMPLETED & SUBMITTED WITH YOUR SUBMITTAL**

## STATE OF TEXAS - SENATE BILL 19 VERIFICATION

I, \_\_\_\_\_, the undersigned representative of  
(Person name)

\_\_\_\_\_  
(Company or Business name)

**hereafter referred to as Company, being an adult over the age of eighteen (18) years of age, do hereby certify the above-named Company, under the provisions of Subtitle F, Title 10, Government Code Chapter 2274:**

1. Has ten (10) or more full-time employees;
2. Will be paid an amount equal to or greater than \$100,000.00 from City of Sugar Land funds, under the contract to which this verification applies;
3. Does not currently have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and
4. Will not discriminate against a firearm entity or firearm trade association during the term of the contract for goods or services with the above-named Company, business, or individual with City of Sugar Land.

Pursuant to Section 2274.001, Texas Government Code:

1. "Company" means a for-profit organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company, or affiliate of those entities or associations that exists to make a profit. The term does not include a sole proprietorship.
2. "Discriminate against a firearm entity or firearm trade association"
  - (A) means, with respect to the entity or association, to:
    - (i) refuse to engage in the trade of any goods or services with the entity or association based solely on its status as a firearm entity or firearm trade association;
    - (ii) refrain from continuing an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; or
    - (iii) terminate an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; and
  - (B) does not include:
    - (i) the established policies of a merchant, retail seller, or platform that restrict or prohibit the listing or selling of ammunition, firearms, or firearm accessories; and
    - (ii) a company's refusal to engage in the trade of any goods or services, decision to refrain from continuing an existing business relationship, or decision to terminate an existing business relationship:
      - (aa) to comply with federal, state, or local law, policy, or regulations or a directive by a regulatory agency; or
      - (bb) for any traditional business reason that is specific to the customer or potential customer and not based solely on an entity's or association's status as a firearm entity or firearm trade association.
3. "Firearm entity" means:

- (A) a firearm, firearm accessory, or ammunition manufacturer, distributor, wholesaler, supplier, or retailer; and
  - (B) a sport shooting range as defined by Section 250.001, Local Government Code.
4. "Firearm trade association" means any person, corporation, unincorporated association, federation, business league, or business organization that:
- (A) is not organized or operated for profit and for which none of its net earnings inures to the benefit of any private shareholder or individual;
  - (B) has two or more firearm entities as members; and
  - (C) is exempt from federal income taxation under Section 501(a), Internal Revenue Code of 1986, as an organization described by Section 501(c) of that code.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
POSITION / TITLE

\_\_\_\_\_  
SIGNATURE OF COMPANY REPRESENTATIVE

**FORM MUST BE COMPLETED & SUBMITTED WITH YOUR SUBMITTAL**



## Sugar Land Development Corporation Agenda Request January 21, 2026

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

**Agenda of:** Sugar Land Development Corporation Meeting

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

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

**Responsible Department:** Redevelopment

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**Agenda Caption:**

**PUBLIC HEARING 4:00 P.M.:** Receive and hear all persons desiring to be heard on **SUGAR LAND 4B CORPORATION RESOLUTION NO. SL4B-R-26-01:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND A MULTI-USE PLAY STRUCTURE AND OTHER RELATED PARK IMPROVEMENTS TO BE LOCATED IN A PRIVATELY OWNED COMMUNITY PARK LOCATED AT 13130 STANCLIFF OAKS ST., UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

Consideration of and action on **SUGAR LAND 4B CORPORATION RESOLUTION NO. SL4B-R-26-01:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND A MULTI-USE PLAY STRUCTURE AND OTHER RELATED PARK IMPROVEMENTS TO BE LOCATED IN A PRIVATELY OWNED COMMUNITY PARK LOCATED AT 13130 STANCLIFF OAKS ST., UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

**Recommended Action:**

Hold a Public Hearing and approve Resolution No. SL4B-R-26-01 approving Sugar Land 4B Corporation funding for Barrington Place Homeowner's Association, Inc.'s F.U.N. Grant project as part of the Fiscal Year 2026 F.U.N. Grant Program.

**Executive Summary:**

The Sugar Land 4B Corporation's (SL4B) Fostering Unique Neighborhoods (F.U.N.) Grant program is an opportunity for community-based organizations to enhance the community through public improvement projects in which SL4B participation will increase the quality or scope and/or decrease the time of development. The program was established by City Council

Resolution No. 23-28. This policy establishes the use of SL4B funds and a budget for the program, subject to available funds. The policy also establishes guidelines that \$75,000.00 is the maximum dollar amount awarded per project and that the SL4B funding participation is limited to no more than 50% of the total project budget. Furthermore, projects must comply with the policy and State statute, not conflict with any other City policies or plans, must be located within the City's corporate limits, must be located on, adjacent to or visible from a minor collector street, major collector street, arterial street, state highway or freeway, and can be located on public property or private property if the SL4B determines that private ownership does not diminish or change the public benefit of the project.

For the Fiscal Year 2026 period, the program opened for applications on October 1, 2025, and closed on November 30, 2025. During this application period, staff conducted robust marketing efforts in partnership with Community Engagement to effectively communicate the program to home owners associations (HOAs), property owners associations (POAs), and other recognized community groups (RCGs).

Staff received a total of eight applications. A City Staff committee reviewed the projects and determined that many projects complied with the program criteria and were eligible to move forward for SL4B consideration.

In December 2025, the SL4B board reviewed the eight projects during a workshop and made a recommendation about six projects moving forward for a Funding Resolution consideration and action. These projects were determined by the SL4B board to be eligible for 4B funding and comply with the F.U.N. Grant program policy and criteria. Each organization has confirmed their ability to fund the remaining project costs not funded by the SL4B and will manage the project and maintain all project improvements.

Resolution No. SL4B-R-26-01 dictates funding to the eligible project listed below:  
A multi-use play structure and other related park improvements to be located in a privately owned community park located at 13130 Stancliff Oaks St.  
Barrington Place Homeowner's Association Inc. has requested \$75,000.00 for this project.

Approval of the resolution authorizes the City to use 4B funds for the project subject to the organization entering into the agreement with the City by December 31, 2026, extendable at the general manager or their designee's discretion through a three (3) month extension to March 31, 2027.

If the resolution is approved, staff will move forward with drafting and approving agreements between the City and each approved applicant that outline terms for project reimbursement.

Staff recommends that SL4B hold a public hearing and approve Resolution No. SL4B-R-26-01 approving SL4B funding in the amount of \$75,000.00 for Barrington Place Homeowner's Association Inc.'s F.U.N. Grant project as part of the Fiscal Year 2026 SL4B F.U.N. Grant Program.

**Budget**

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**Expenditure Required:** \$75,000.00

**Current Budget:** \$300,000.00

**Additional Funding:** \$10,256.00

**Funding Source:** FY26 Joint Participation in CIP Project and Reserve for Opportunities

**Account Number (ORG-OBJ-Project):** -

**Attachments**

1. Resolution No. SL4B-R-26-01

**RESOLUTION NO. SL4B-R-26-01**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND A MULTI-USE PLAY STRUCTURE AND OTHER RELATED PARK IMPROVEMENTS TO BE LOCATED IN A PRIVATELY OWNED COMMUNITY PARK LOCATED AT 13130 STANCLIFF OAKS ST., UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.**

WHEREAS, by Resolution No. 20-03 the City Council of the City of Sugar Land adopted a Council Policy Regarding Participation with Community-Based Organizations in Capital Improvements Projects Using Sugar Land 4B Corporation Funds (JCIP Policy); and

WHEREAS, by Resolution No. 23-28 the City Council of the City of Sugar Land repealed the JCIP Policy and adopted a Council Policy For a Fostering Unique Neighborhoods Reimbursement Grant Program Using Sugar Land 4B Corporation Funds (FUN Grant Policy); and

WHEREAS, pursuant to the FUN Grant Policy, Barrington Place Homeowner's Association, Inc. (Association) has submitted an application to the City, requesting funding for park improvements consisting of a multi-use play structure and pavilion (the "Improvements"); and

WHEREAS, the Corporation's Board of Directors finds that the park is open and available for use by the general public, and the park's location on private property does not diminish or change the public benefit of the project; and

WHEREAS, the proposed Improvements will be visible from W. Airport Blvd., which is an arterial road in the City; and

WHEREAS, under Section 5.02 (a) of the Sugar Land 4B Corporation's bylaws, the City is requesting that the Corporation fund a portion of the costs of the Improvements, subject to the Association entering into an agreement with the City regarding the Improvement, in a form acceptable to the City, by December 31, 2026; and

WHEREAS, infrastructure and beautification projects in parks improve, enhance, and promote development of the City and lead to attraction of new and expanded business within the City; and

WHEREAS, the Corporation's Board of Directors finds that the described projects or activities are authorized under the Development Corporation Act codified in Chapters 501 to 505, Tex. Loc. Gov't Code (Act); and

WHEREAS, notice of the projects or general types of project were published on the dates described below, as required by Section 505.160 of the Act; and

WHEREAS, the City of Sugar Land city council did not receive within 60 days of the date of the published notices a petition from more than 10 percent of the City’s registered voters requesting that an election be held before the specific project or general type of project for which notice was published is undertaken; and

WHEREAS, the Corporation held a public hearing on this project on the date described below, as required by section 505.159 of the Act; NOW THEREFORE,

**BE IT RESOLVED BY THE BOARD OF DIRECTORS  
OF THE SUGAR LAND 4B CORPORATION:**

**Section 1.** That it adopts the findings, recitals, and defined terms set forth in the preamble to this Resolution.

**Section 2.** That, subject to the provisions of this Resolution, it approves the City’s request for funding as follows:

Description of Project or Activity: Park improvements consisting of a multi-use play structure and pavilion.

Date of Published Notices: November 15, 1995  
August 2, 2017  
January 5, 2011

Date of Hearing: January 21, 2026

Amount Funded: \$75,000.00

Statutory Authorizations: Project includes land, buildings, equipment, facilities and improvements found by the board of directors to be required or suitable for use professional and amateur sports, including children’s sports, athletic, entertainment, tourist, convention, and public park purposes and events, including stadiums, ball parks, auditoriums, amphitheaters, concert halls, parks and park facilities, open space improvements, museums, exhibition facilities, and related store, restaurant, concession, and automobile parking facilities, relate area transportation facilities and related streets, roads, and water and sewer facilities, and other relations and other related improvements that enhance any of the items described by this section. (Local Gov’t Code §505.152)

“Cost” with respect to a project has the meaning as specified in Local Gov’t Code § 501.152.

**Section 3.** That approval of this Resolution authorizes the City to pay the costs of the Project or activity from the Corporation's funds, as described in this Resolution, as authorized by Section 5.02 of the Corporation's bylaws; subject to the Association entering into an Agreement with the City, in a form acceptable to the City, by December 31, 2026.

**Section 4.** That the general manager or its designee is herein authorized to grant the Association one (1) additional three (3) month extension of time to comply with the requirements of Section 3, to March 31, 2027.

**Section 5.** That if the conditions of Sections 3 and 4 are not met, this Resolution shall be of no force and effect.

**Section 6.** That approval of this Resolution authorizes the general manager to enter into subsequent contracts related to this Project in accordance with section 3.06 of the Corporation's bylaws provided that the contract is for a "project cost" as defined in section 501.152 of the Act.

APPROVED ON \_\_\_\_\_, 2026.

\_\_\_\_\_  
Kurt Kirchof, President  
Sugar Land 4B Corporation

ATTEST:

\_\_\_\_\_  
Linda Mendenhall, City Clerk

APPROVED AS TO FORM:

*DAnn Shea Smith*



## Sugar Land Development Corporation Agenda Request January 21, 2026

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**Agenda Request No:** VI.B.

**Agenda of:** Sugar Land Development Corporation Meeting

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

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

**Responsible Department:** Redevelopment

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**Agenda Caption:**

**PUBLIC HEARING 4:00 P.M.:** Receive and hear all persons desiring to be heard on **SUGAR LAND 4B CORPORATION RESOLUTION NO. SL4B-R-26-02:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND A SUN SHADE FOR A MULTI-USE PLAY STRUCTURE TO BE LOCATED IN A PRIVATELY OWNED COMMUNITY PARK LOCATED AT 2431 PLANTERS ROW, UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

Consideration of and action on **SUGAR LAND 4B CORPORATION RESOLUTION NO. SL4B-R-26-02:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND A SUN SHADE FOR A MULTI-USE PLAY STRUCTURE TO BE LOCATED IN A PRIVATELY OWNED COMMUNITY PARK LOCATED AT 2431 PLANTERS ROW, UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

**Recommended Action:**

Hold a Public Hearing and approve Resolution No. SL4B-R-26-02 approving Sugar Land 4B Corporation funding for the Community Association of the Highlands's F.U.N. Grant project as part of the Fiscal Year 2026 F.U.N. Grant Program

**Executive Summary:**

The Sugar Land 4B Corporation's (SL4B) Fostering Unique Neighborhoods (F.U.N.) Grant program is an opportunity for community-based organizations to enhance the community through public improvement projects in which SL4B participation will increase the quality or scope and/or decrease the time of development. The program was established by City Council Resolution No. 23-28. This policy establishes the use of SL4B funds and a budget for the

program, subject to available funds. The policy also establishes guidelines that \$75,000.00 is the maximum dollar amount awarded per project and that the SL4B funding participation is limited to no more than 50% of the total project budget. Furthermore, projects must comply with the policy and State statute, not conflict with any other City policies or plans, must be located within the City's corporate limits, must be located on, adjacent to or visible from a minor collector street, major collector street, arterial street, state highway or freeway, and can be located on public property or private property if the SL4B determines that private ownership does not diminish or change the public benefit of the project.

For the Fiscal Year 2026 period, the program opened for applications on October 1, 2025, and closed on November 30, 2025. During this application period, staff conducted robust marketing efforts in partnership with Community Engagement to effectively communicate the program to home owners associations (HOAs), property owners associations (POAs), and other recognized community groups (RCGs).

Staff received a total of eight applications. A City Staff committee reviewed the projects and determined that many projects complied with the program criteria and were eligible to move forward for SL4B consideration.

In December 2025, the SL4B board reviewed the eight projects during a workshop and made a recommendation about six projects moving forward for a Funding Resolution consideration and action. These projects were determined by the SL4B board to be eligible for 4B funding and comply with the F.U.N. Grant program policy and criteria. Each organization has confirmed their ability to fund the remaining project costs not funded by the SL4B and will manage the project and maintain all project improvements.

Resolution No. SL4B-R-26-02 dictates funding to the eligible project listed below:

A sun shade for a multi-use play structure to be located in a privately owned community park located at 2431 Planters Row.

The Community Association of the Highlands has requested \$17,208.00 for this project.

Approval of the resolution authorizes the City to use 4B funds for the project subject to the organization entering into the agreement with the City by December 31, 2026, extendable at the general manager or their designee's discretion through a three (3) month extension to March 31, 2027.

If the resolution is approved, staff will move forward with drafting and approving agreements between the City and each approved applicant that outline terms for project reimbursement.

Staff recommends that SL4B hold a public hearing and approve Resolution No. SL4B-R-26-02 approving SL4B funding in the amount of \$17,208.00 for the Community Association of the Highlands's F.U.N. Grant project as part of the Fiscal Year 2026 SL4B F.U.N. Grant Program.

**Budget**

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**Expenditure Required:** \$17,208.00

**Current Budget:** \$300,000.00

**Additional Funding:** \$10,256.00

**Funding Source:** FY26 Joint Participation in CIP Project and Reserve for Opportunities

**Account Number (ORG-OBJ-Project):** -

**Attachments**

1. Resolution No. SL4B-R-26-02

**RESOLUTION NO. SL4B-R-26-02**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND A SUN SHADE FOR A MULTI-USE PLAY STRUCTURE TO BE LOCATED IN A PRIVATELY OWNED COMMUNITY PARK LOCATED AT 2431 PLANTERS ROW, UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.**

WHEREAS, by Resolution No. 20-03 the City Council of the City of Sugar Land adopted a Council Policy Regarding Participation with Community-Based Organizations in Capital Improvements Projects Using Sugar Land 4B Corporation Funds (JCIP Policy); and

WHEREAS, by Resolution No. 23-28 the City Council of the City of Sugar Land repealed the JCIP Policy and adopted a Council Policy For a Fostering Unique Neighborhoods Reimbursement Grant Program Using Sugar Land 4B Corporation Funds (FUN Grant Policy); and

WHEREAS, pursuant to the FUN Grant Policy, the Community Association of the Highlands (Association) has submitted an application to the City, requesting funding for a park improvement consisting of a sun shade for a multi-use play structure (the “Improvement”); and

WHEREAS, the Corporation’s Board of Directors finds that the park is open and available for use by the general public, and the park’s location on private property does not diminish or change the public benefit of the project; and

WHEREAS, the proposed Improvement will be located near the intersection of Highland Hills Drive and State Highway 6, which is a state highway in the City; and

WHEREAS, under Section 5.02 (a) of the Sugar Land 4B Corporation’s bylaws, the City is requesting that the Corporation fund a portion of the costs of the Improvement, subject to the Association entering into an agreement with the City regarding the Improvement, in a form acceptable to the City, by December 31, 2026; and

WHEREAS, infrastructure and beautification projects in parks improve, enhance, and promote development of the City and lead to attraction of new and expanded business within the City; and

WHEREAS, the Corporation’s Board of Directors finds that the described projects or activities are authorized under the Development Corporation Act codified in Chapters 501 to 505, Tex. Loc. Gov’t Code (Act); and

WHEREAS, notice of the projects or general types of project were published on the dates described below, as required by Section 505.160 of the Act; and

WHEREAS, the City of Sugar Land city council did not receive within 60 days of the date of the published notices a petition from more than 10 percent of the City’s registered voters requesting that an election be held before the specific project or general type of project for which notice was published is undertaken; and

WHEREAS, the Corporation held a public hearing on this project on the date described below, as required by section 505.159 of the Act; NOW THEREFORE,

**BE IT RESOLVED BY THE BOARD OF DIRECTORS  
OF THE SUGAR LAND 4B CORPORATION:**

**Section 1.** That it adopts the findings, recitals, and defined terms set forth in the preamble to this Resolution.

**Section 2.** That, subject to the provisions of this Resolution, it approves the City’s request for funding as follows:

Description of Project or Activity: Park improvement consisting of a sun shade for a multi-use play structure.

Date of Published Notices: November 15, 1995  
August 2, 2017  
January 5, 2011

Date of Hearing: January 21, 2026

Amount Funded: \$17,208.00

Statutory Authorizations: Project includes land, buildings, equipment, facilities and improvements found by the board of directors to be required or suitable for use professional and amateur sports, including children’s sports, athletic, entertainment, tourist, convention, and public park purposes and events, including stadiums, ball parks, auditoriums, amphitheaters, concert halls, parks and park facilities, open space improvements, museums, exhibition facilities, and related store, restaurant, concession, and automobile parking facilities, relate area transportation facilities and related streets, roads, and water and sewer facilities, and other relations and other related improvements that enhance any of the items described by this section. (Local Gov’t Code §505.152)

“Cost” with respect to a project has the meaning as specified in Local Gov’t Code § 501.152.

**Section 3.** That approval of this Resolution authorizes the City to pay the costs of the Project or activity from the Corporation's funds, as described in this Resolution, as authorized by Section 5.02 of the Corporation's bylaws; subject to the Association entering into an Agreement with the City, in a form acceptable to the City, by December 31, 2026.

**Section 4.** That the general manager or its designee is herein authorized to grant the Association one (1) additional three (3) month extension of time to comply with the requirements of Section 3, to March 31, 2027.

**Section 5.** That if the conditions of Sections 3 and 4 are not met, this Resolution shall be of no force and effect.

**Section 6.** That approval of this Resolution authorizes the general manager to enter into subsequent contracts related to this Project in accordance with section 3.06 of the Corporation's bylaws provided that the contract is for a "project cost" as defined in section 501.152 of the Act.

APPROVED ON \_\_\_\_\_, 2026.

\_\_\_\_\_  
Kurt Kirchof, President  
Sugar Land 4B Corporation

ATTEST:

\_\_\_\_\_  
Linda Mendenhall, City Clerk

APPROVED AS TO FORM:

*DAnn Shea Smith*



## Sugar Land Development Corporation Agenda Request January 21, 2026

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**Agenda Request No:** VI.C.

**Agenda of:** Sugar Land Development Corporation Meeting

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

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

**Responsible Department:** Redevelopment

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**Agenda Caption:**

**PUBLIC HEARING 4:00 P.M.:** Receive and hear all persons desiring to be heard on **SUGAR LAND 4B CORPORATION RESOLUTION NO. SL4B-R-26-03:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND A MULTI-USE PLAY STRUCTURE AND OTHER RELATED PARK IMPROVEMENTS TO BE LOCATED IN A PRIVATELY OWNED COMMUNITY PARK LOCATED AT 2475 ROBINSONS FERRY, UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

Consideration of and action on **SUGAR LAND 4B CORPORATION RESOLUTION NO. SL4B-R-26-03:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND A MULTI-USE PLAY STRUCTURE AND OTHER RELATED PARK IMPROVEMENTS TO BE LOCATED IN A PRIVATELY OWNED COMMUNITY PARK LOCATED AT 2475 ROBINSONS FERRY, UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

**Recommended Action:**

Hold a Public Hearing and approve Resolution No. SL4B-R-26-03 approving Sugar Land 4B Corporation funding for Colony Grant Homeowners Association, Inc.'s F.U.N. Grant project as part of the Fiscal Year 2026 F.U.N. Grant Program.

**Executive Summary:**

The Sugar Land 4B Corporation's (SL4B) Fostering Unique Neighborhoods (F.U.N.) Grant program is an opportunity for community-based organizations to enhance the community through public improvement projects in which SL4B participation will increase the quality or scope and/or decrease the time of development. The program was established by City Council

Resolution No. 23-28. This policy establishes the use of SL4B funds and a budget for the program, subject to available funds. The policy also establishes guidelines that \$75,000.00 is the maximum dollar amount awarded per project and that the SL4B funding participation is limited to no more than 50% of the total project budget. Furthermore, projects must comply with the policy and State statute, not conflict with any other City policies or plans, must be located within the City's corporate limits, must be located on, adjacent to or visible from a minor collector street, major collector street, arterial street, state highway or freeway, and can be located on public property or private property if the SL4B determines that private ownership does not diminish or change the public benefit of the project.

For the Fiscal Year 2026 period, the program opened for applications on October 1, 2025, and closed on November 30, 2025. During this application period, staff conducted robust marketing efforts in partnership with Community Engagement to effectively communicate the program to home owners associations (HOAs), property owners associations (POAs), and other recognized community groups (RCGs).

Staff received a total of eight applications. A City Staff committee reviewed the projects and determined that many projects complied with the program criteria and were eligible to move forward for SL4B consideration.

In December 2025, the SL4B board reviewed the eight projects during a workshop and made a recommendation about six projects moving forward for a Funding Resolution consideration and action. These projects were determined by the SL4B board to be eligible for 4B funding and comply with the F.U.N. Grant program policy and criteria. Each organization has confirmed their ability to fund the remaining project costs not funded by the SL4B and will manage the project and maintain all project improvements.

Resolution No. SL4B-R-26-03 dictates funding to the eligible project listed below:  
A multi-use play structure and other related park improvements to be located in a privately owned community park located at 2475 Robinsons Ferry.  
Colony Grant Homeowners Association, Inc. has requested \$53,870.00 for this project.

Approval of the resolution authorizes the City to use 4B funds for the project subject to the organization entering into the agreement with the City by December 31, 2026, extendable at the general manager or their designee's discretion through a three (3) month extension to March 31, 2027.

If the resolution is approved, staff will move forward with drafting and approving agreements between the City and each approved applicant that outline terms for project reimbursement.

Staff recommends that SL4B hold a public hearing and approve Resolution No. SL4B-R-26-03 approving SL4B funding in the amount of \$53,870.00 for Colony Grant Homeowners Association, Inc.'s F.U.N. Grant project as part of the Fiscal Year 2026 SL4B F.U.N. Grant Program.

**Budget**

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**Expenditure Required:** \$53,870.00

**Current Budget:** \$300,000.00

**Additional Funding:** \$10,256.00

**Funding Source:** FY26 Joint Participation in CIP Project and Reserve for Opportunities

**Account Number (ORG-OBJ-Project):** -

**Attachments**

1. Resolution No. SL4B-R-26-03

**RESOLUTION NO. SL4B-R-26-03**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND A MULTI-USE PLAY STRUCTURE AND OTHER RELATED PARK IMPROVEMENTS TO BE LOCATED IN A PRIVATELY OWNED COMMUNITY PARK LOCATED AT 2475 ROBINSONS FERRY, UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.**

WHEREAS, by Resolution No. 20-03 the City Council of the City of Sugar Land adopted a Council Policy Regarding Participation with Community-Based Organizations in Capital Improvements Projects Using Sugar Land 4B Corporation Funds (JCIP Policy); and

WHEREAS, by Resolution No. 23-28 the City Council of the City of Sugar Land repealed the JCIP Policy and adopted a Council Policy For a Fostering Unique Neighborhoods Reimbursement Grant Program Using Sugar Land 4B Corporation Funds (FUN Grant Policy); and

WHEREAS, pursuant to the FUN Grant Policy, Colony Grant Homeowners Association, Inc. (Association) has submitted an application to the City, requesting funding for park improvements consisting of a multi-use play structure, benches, and trash receptacles (the “Improvements”); and

WHEREAS, the Corporation’s Board of Directors finds that the park is open and available for use by the general public, and the park’s location on private property does not diminish or change the public benefit of the project; and

WHEREAS, the proposed Improvements will be near the intersection of Robinsons Ferry and Williams Grant, which is a minor collector road in the City; and

WHEREAS, under Section 5.02 (a) of the Sugar Land 4B Corporation’s bylaws, the City is requesting that the Corporation fund a portion of the costs of the Improvements, subject to the Association entering into an agreement with the City regarding the Improvement, in a form acceptable to the City, by December 31, 2026; and

WHEREAS, infrastructure and beautification projects in parks improve, enhance, and promote development of the City and lead to attraction of new and expanded business within the City; and

WHEREAS, the Corporation’s Board of Directors finds that the described projects or activities are authorized under the Development Corporation Act codified in Chapters 501 to 505, Tex. Loc. Gov’t Code (Act); and

WHEREAS, notice of the projects or general types of project were published on the dates described below, as required by Section 505.160 of the Act; and

WHEREAS, the City of Sugar Land city council did not receive within 60 days of the date of the published notices a petition from more than 10 percent of the City’s registered voters requesting that an election be held before the specific project or general type of project for which notice was published is undertaken; and

WHEREAS, the Corporation held a public hearing on this project on the date described below, as required by section 505.159 of the Act; NOW THEREFORE,

**BE IT RESOLVED BY THE BOARD OF DIRECTORS  
OF THE SUGAR LAND 4B CORPORATION:**

**Section 1.** That it adopts the findings, recitals, and defined terms set forth in the preamble to this Resolution.

**Section 2.** That, subject to the provisions of this Resolution, it approves the City’s request for funding as follows:

Description of Project or Activity: Park improvements consisting of a multi-use play structure, benches, and trash receptacles.

Date of Published Notices: November 15, 1995  
August 2, 2017  
January 5, 2011

Date of Hearing: January 21, 2026

Amount Funded: \$53,870.00

Statutory Authorizations: Project includes land, buildings, equipment, facilities and improvements found by the board of directors to be required or suitable for use professional and amateur sports, including children’s sports, athletic, entertainment, tourist, convention, and public park purposes and events, including stadiums, ball parks, auditoriums, amphitheaters, concert halls, parks and park facilities, open space improvements, museums, exhibition facilities, and related store, restaurant, concession, and automobile parking facilities, relate area transportation facilities and related streets, roads, and water and sewer facilities, and other relations and other related improvements that enhance any of the items described by this section. (Local Gov’t Code §505.152)

“Cost” with respect to a project has the meaning as specified in Local Gov’t Code § 501.152.

**Section 3.** That approval of this Resolution authorizes the City to pay the costs of the Project or activity from the Corporation's funds, as described in this Resolution, as authorized by Section 5.02 of the Corporation's bylaws; subject to the Association entering into an Agreement with the City, in a form acceptable to the City, by December 31, 2026.

**Section 4.** That the general manager or its designee is herein authorized to grant the Association one (1) additional three (3) month extension of time to comply with the requirements of Section 3, to March 31, 2027.

**Section 5.** That if the conditions of Sections 3 and 4 are not met, this Resolution shall be of no force and effect.

**Section 6.** That approval of this Resolution authorizes the general manager to enter into subsequent contracts related to this Project in accordance with section 3.06 of the Corporation's bylaws provided that the contract is for a "project cost" as defined in section 501.152 of the Act.

APPROVED ON \_\_\_\_\_, 2026.

\_\_\_\_\_  
Kurt Kirchof, President  
Sugar Land 4B Corporation

ATTEST:

\_\_\_\_\_  
Linda Mendenhall, City Clerk

APPROVED AS TO FORM:

*DAnn Shea Smith*



## Sugar Land Development Corporation Agenda Request January 21, 2026

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**Agenda Request No:** VI.D.

**Agenda of:** Sugar Land Development Corporation Meeting

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

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

**Responsible Department:** Redevelopment

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**Agenda Caption:**

**PUBLIC HEARING 4:00 P.M.:** Receive and hear all persons desiring to be heard on **SUGAR LAND 4B CORPORATION RESOLUTION NO. SL4B-R-26-04:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND PERIMETER FENCING TO BE LOCATED ALONG THE NORTH SIDE OF JESS PIRTLE BLVD., RUNNING EAST FROM THE INTERSECTION OF JESS PIRTLE BLVD. AND MILL SHADOW DRIVE TO THE SIDEWALK TRAIL ALONG THE BAYOU NEAR SUGAR MILL ELEMENTARY SCHOOL, UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

Consideration of and action on **SUGAR LAND 4B CORPORATION RESOLUTION NO. SL4B-R-26-04:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND PERIMETER FENCING TO BE LOCATED ALONG THE NORTH SIDE OF JESS PIRTLE BLVD., RUNNING EAST FROM THE INTERSECTION OF JESS PIRTLE BLVD. AND MILL SHADOW DRIVE TO THE SIDEWALK TRAIL ALONG THE BAYOU NEAR SUGAR MILL ELEMENTARY SCHOOL, UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

**Recommended Action:**

Hold a Public Hearing and approve Resolution No. SL4B-R-26-04 approving Sugar Land 4B Corporation funding for Sugar Mill Community Association Inc.'s F.U.N. Grant project as part of the Fiscal Year 2026 F.U.N. Grant Program.

**Executive Summary:**

The Sugar Land 4B Corporation's (SL4B) Fostering Unique Neighborhoods (F.U.N.) Grant program is an opportunity for community-based organizations to enhance the community

through public improvement projects in which SL4B participation will increase the quality or scope and/or decrease the time of development. The program was established by City Council Resolution No. 23-28. This policy establishes the use of SL4B funds and a budget for the program, subject to available funds. The policy also establishes guidelines that \$75,000.00 is the maximum dollar amount awarded per project and that the SL4B funding participation is limited to no more than 50% of the total project budget. Furthermore, projects must comply with the policy and State statute, not conflict with any other City policies or plans, must be located within the City's corporate limits, must be located on, adjacent to or visible from a minor collector street, major collector street, arterial street, state highway or freeway, and can be located on public property or private property if the SL4B determines that private ownership does not diminish or change the public benefit of the project.

For the Fiscal Year 2026 period, the program opened for applications on October 1, 2025, and closed on November 30, 2025. During this application period, staff conducted robust marketing efforts in partnership with Community Engagement to effectively communicate the program to home owners associations (HOAs), property owners associations (POAs), and other recognized community groups (RCGs).

Staff received a total of eight applications. A City Staff committee reviewed the projects and determined that many projects complied with the program criteria and were eligible to move forward for SL4B consideration.

In December 2025, the SL4B board reviewed the eight projects during a workshop and made a recommendation about six projects moving forward for a Funding Resolution consideration and action. These projects were determined by the SL4B board to be eligible for 4B funding and comply with the F.U.N. Grant program policy and criteria. Each organization has confirmed their ability to fund the remaining project costs not funded by the SL4B and will manage the project and maintain all project improvements.

Resolution No. SL4B-R-26-04 dictates funding to the eligible project listed below:  
Perimeter fencing to be located on the north side of Jess Pirtle Blvd., running east from the intersection of Jess Pirtle Blvd. and Mill Shadow Drive to the sidewalk trail along the bayou near Sugar Mill Elementary School.  
Sugar Mill Community Association Inc. has requested \$75,000.00 for this project.

Approval of the resolution authorizes the City to use 4B funds for the project subject to the organization entering into the agreement with the City by December 31, 2026, extendable at the general manager or their designee's discretion through a three (3) month extension to March 31, 2027.

If the resolution is approved, staff will move forward with drafting and approving agreements between the City and each approved applicant that outline terms for project reimbursement.

Staff recommends that SL4B hold a public hearing and approve Resolution No. SL4B-R-26-04 approving SL4B funding in the amount of \$75,000.00 for Sugar Mill Community Association Inc.'s F.U.N. Grant project as part of the Fiscal Year 2026 SL4B F.U.N. Grant Program.

**Budget**

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**Expenditure Required:** \$75,000.00

**Current Budget:** \$300,000.00

**Additional Funding:** \$10,256.00

**Funding Source:** FY26 Joint Participation in CIP Project and Reserve for Opportunities

**Account Number (ORG-OBJ-Project):** -

**Attachments**

- 1. Resolution No. SL4B-R-26-04

**RESOLUTION NO. SL4B-R-26-04**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND PERIMETER FENCING TO BE LOCATED ALONG THE NORTH SIDE OF JESS PIRTLE BLVD., RUNNING EAST FROM THE INTERSECTION OF JESS PIRTLE BLVD. AND MILL SHADOW DRIVE TO THE SIDEWALK TRAIL ALONG THE BAYOU NEAR SUGAR MILL ELEMENTARY SCHOOL, UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.**

WHEREAS, by Resolution No. 20-03 the City Council of the City of Sugar Land adopted a Council Policy Regarding Participation with Community-Based Organizations in Capital Improvements Projects Using Sugar Land 4B Corporation Funds (JCIP Policy); and

WHEREAS, by Resolution No. 23-28 the City Council of the City of Sugar Land repealed the JCIP Policy and adopted a Council Policy For a Fostering Unique Neighborhoods Reimbursement Grant Program Using Sugar Land 4B Corporation Funds (FUN Grant Policy); and

WHEREAS, pursuant to the FUN Grant Policy, the Sugar Mill Community Association, Inc. (Association) has submitted an application to the City requesting funding for perimeter fencing (Improvements) to be located on the north side of Jess Pirtle Blvd., running east from the intersection of Jess Pirtle Blvd. and Mill Shadow Drive to the sidewalk trail along the bayou near Sugar Mill Elementary School; and

WHEREAS, the Improvements will replace the existing deteriorating fencing located on the north side of Jess Pirtle Blvd., running east from the intersection of Jess Pirtle Blvd. and Mill Shadow Drive to the sidewalk trail along the bayou near Sugar Mill Elementary School; and

WHEREAS, the Association will be required to obtain a survey to show the exact location of the perimeter fencing; and

WHEREAS, the Corporation's Board of Directors finds that, to the extent that any of the Improvements are found to be located on private property, the fence's location on private property does not diminish or change the public benefit of the project; and

WHEREAS, if the survey determines that any portion of the perimeter fencing is located within an existing public utility easement, any other easement, or is located on private property, the Association will be required to: (1) obtain a "No Objection" letter or consent to encroachment from each entity with utility facilities located with the public utility easement evidencing that the entity does not object to the perimeter fencing being located within the public utility easement; (2) obtain an easement or consent to encroachment from any easement holder or private property owner, evidencing that they do not object to the perimeter fencing being located within their easement or on their private property; (3) submit to the City the "No Objection" letter or consent to encroachment from each entity with utility facilities located with the public utility easement evidencing that the entity does not object to the perimeter fencing being located within the public

utility easement; (4) submit to the City any easements or consents to encroachment from any easement holders or private property owners evidencing that they do not object to the perimeter fencing being located within their easement or on their private property; and

WHEREAS, under Section 5.02 (a) of the Sugar Land 4B Corporation's bylaws, the City is requesting that the Corporation fund a portion of the costs of the Improvements, subject to the following being accomplished by December 31, 2026: (1) the Association obtaining a survey for the Improvements; (2) if applicable, the Association obtaining a "No Objection" letter or consent to encroachment from each entity with utility facilities located within any public utility easement evidencing that the entity does not object to the perimeter fencing being located within the public utility easement; (3) if applicable, the Association obtaining an easement or consent to encroachment from any easement holder or private property owner, evidencing that they do not object to the perimeter fencing being located within their easement or on their private property; (4) if applicable, the Association submitting to the City the "No Objection" letter or consent to encroachment from each entity with utility facilities located with the public utility easement evidencing that the entity does not object to the perimeter fencing being located within the public utility easement; (5) if applicable, the Association submitting to the City any easements or consents to encroachment from any easement holders or private property owners evidencing that they do not object to the perimeter fencing being located within their easement or on their private property; and (6) the Association entering into an agreement with the City regarding the perimeter fencing in a form acceptable to the City; and

WHEREAS, the proposed Improvements will be visible from Jess Pirtle Blvd., which is a major collector in the City; and

WHEREAS, infrastructure and beautification projects along the City's roadways improve, enhance, and promote development of the City and lead to attraction of new and expanded business within the City; and

WHEREAS, the expenditures for the Improvements to be located on the north side of Jess Pirtle Blvd., running east from the intersection of Jess Pirtle Blvd. and Mill Shadow Drive to the sidewalk trail along the bayou near Sugar Mill Elementary School, are required or suitable for street and related infrastructure necessary to promote or develop new or expanded business enterprises within the City; and

WHEREAS, the Corporation's Board of Directors finds that the described project or activity is authorized under the Development Corporation Act codified in Chapters 501 to 505, Tex. Loc. Gov't Code (Act); and

WHEREAS, notice of the project or general type of project was published on the dates described below, as required by Section 505.160 of the Act; and

WHEREAS, the City of Sugar Land city council did not receive within 60 days of the date of the published notice a petition from more than 10 percent of the City's registered voters requesting that an election be held before the specific project or general type of project for which notice was published is undertaken; and

WHEREAS, the Corporation held a public hearing on this project on the date described below, as required by section 505.159 of the Act; NOW THEREFORE,

**BE IT RESOLVED BY THE BOARD OF DIRECTORS  
OF THE SUGAR LAND 4B CORPORATION:**

**Section 1.** That it adopts the findings, recitals, and defined terms set forth in the preamble to this Resolution.

**Section 2.** That, subject to the provisions of this Resolution, it approves the City’s request for funding as follows:

Description of Project or Activity: Perimeter fencing to be located on the on the north side of Jess Pirtle Blvd., running east from the intersection of Jess Pirtle Blvd. and Mill Shadow Drive to the sidewalk trail along the bayou near Sugar Mill Elementary School

Date of Published Notices: November 22, 1995  
August 2, 2017

Date of Hearing: January 21, 2026

Amount Funded: \$75,000.00

Statutory Authorizations: Project includes expenditures that are found by the board of directors to be required or suitable for infrastructure necessary to promote or develop new or expanded business enterprises, limited to streets and roads, water and sewer utilities, electric utilities, or gas utilities, drainage, site improvements, and related improvements. (Local Gov’t Code § 501.103)

“Cost” with respect to a project has the meaning as specified in Local Gov’t Code § 501.152.

**Section 3.** That approval of this Resolution authorizes the City to pay the costs of the Project or activity from the Corporation’s funds, as described in this Resolution, as authorized by Section 5.02 of the Corporation’s bylaws; subject, however, to occurrence of the following by December 31, 2026:

- (1) the Association obtaining a survey for the Improvements;
- (2) if applicable, the Association obtaining a “No Objection” letter or consent to encroachment from each entity with utility facilities located within any public utility easement evidencing

that the entity does not object to the perimeter fencing being located within the public utility easement;

- (3) if applicable, the Association obtaining an easement or consent to encroachment from any easement holder or private property owner, evidencing that they do not object to the perimeter fencing being located within their easement or on their private property;
- (4) if applicable, the Association submitting to the City the “No Objection” letter or consent to encroachment from each entity with utility facilities located with the public utility easement evidencing that the entity does not object to the perimeter fencing being located within the public utility easement;
- (5) if applicable, the Association submitting to the City any easements or consents to encroachment from any easement holders or private property owners evidencing that they do not object to the perimeter fencing being located within their easement or on their private property; and
- (6) the Association entering into an agreement with the City regarding the perimeter fencing in a form acceptable to the City.

**Section 4.** That the general manager or its designee is herein authorized to grant the Association one (1) additional three (3) month extension of time to comply with the requirements of Section 3, to March 31, 2027.

**Section 5.** That if the conditions of Sections 3 and 4 are not met, this Resolution shall be of no force and effect.

**Section 6.** That approval of this Resolution authorizes the general manager to enter into subsequent contracts related to this Project in accordance with section 3.06 of the Corporation’s bylaws provided that the contract is for a “project cost” as defined in section 501.152 of the Act.

APPROVED ON \_\_\_\_\_, 2026.

\_\_\_\_\_  
Kurt Kirchof, President  
Sugar Land 4B Corporation

ATTEST:

\_\_\_\_\_  
\_\_\_\_\_  
Linda Mendenhall, City Clerk

APPROVED AS TO FORM:

*DAnn Shea Smith*



## Sugar Land Development Corporation Agenda Request January 21, 2026

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**Agenda Request No:** V.I.E.

**Agenda of:** Sugar Land Development Corporation Meeting

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

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

**Responsible Department:** Redevelopment

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**Agenda Caption:**

**PUBLIC HEARING 4:00 P.M.:** Receive and hear all persons desiring to be heard on **SUGAR LAND 4B CORPORATION RESOLUTION NO. SL4B-R-26-05:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND A MULTI-USE PLAY STRUCTURE AND RELATED PARK IMPROVEMENTS TO BE LOCATED IN A PRIVATELY OWNED COMMUNITY PARK LOCATED AT 4809 NEW TERRITORY BLVD., UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

Consideration of and action on **SUGAR LAND 4B CORPORATION RESOLUTION NO. SL4B-R- 26-05:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND A MULTI-USE PLAY STRUCTURE AND RELATED PARK IMPROVEMENTS TO BE LOCATED IN A PRIVATELY OWNED COMMUNITY PARK LOCATED AT 4809 NEW TERRITORY BLVD., UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

**Recommended Action:**

Hold a Public Hearing and approve Resolution No. SL4B-R- 26-05 approving Sugar Land 4B Corporation funding for New Territory Residential Community Association's F.U.N. Grant project as part of the Fiscal Year 2026 F.U.N. Grant Program.

**Executive Summary:**

The Sugar Land 4B Corporation's (SL4B) Fostering Unique Neighborhoods (F.U.N.) Grant program is an opportunity for community-based organizations to enhance the community through public improvement projects in which SL4B participation will increase the quality or scope and/or decrease the time of development. The program was established by City Council

Resolution No. 23-28. This policy establishes the use of SL4B funds and a budget for the program, subject to available funds. The policy also establishes guidelines that \$75,000.00 is the maximum dollar amount awarded per project and that the SL4B funding participation is limited to no more than 50% of the total project budget. Furthermore, projects must comply with the policy and State statute, not conflict with any other City policies or plans, must be located within the City's corporate limits, must be located on, adjacent to or visible from a minor collector street, major collector street, arterial street, state highway or freeway, and can be located on public property or private property if the SL4B determines that private ownership does not diminish or change the public benefit of the project.

For the Fiscal Year 2026 period, the program opened for applications on October 1, 2025, and closed on November 30, 2025. During this application period, staff conducted robust marketing efforts in partnership with Community Engagement to effectively communicate the program to home owners associations (HOAs), property owners associations (POAs), and other recognized community groups (RCGs).

Staff received a total of eight applications. A City Staff committee reviewed the projects and determined that many projects complied with the program criteria and were eligible to move forward for SL4B consideration.

In December 2025, the SL4B board reviewed the eight projects during a workshop and made a recommendation about six projects moving forward for a Funding Resolution consideration and action. These projects were determined by the SL4B board to be eligible for 4B funding and comply with the F.U.N. Grant program policy and criteria. Each organization has confirmed their ability to fund the remaining project costs not funded by the SL4B and will manage the project and maintain all project improvements.

Resolution No. SL4B-R-26-05 dictates funding to the eligible project listed below:  
Multi-use play structure and related park improvements to be located in a privately owned community park located at 4809 New Territory Blvd.  
New Territory Residential Community Association has requested \$57,969.00 for this project.

Approval of the resolution authorizes the City to use 4B funds for the project subject to the organization entering into the agreement with the City by December 31, 2026, extendable at the general manager or their designee's discretion through a three (3) month extension to March 31, 2027.

If the resolution is approved, staff will move forward with drafting and approving agreements between the City and each approved applicant that outline terms for project reimbursement.

Staff recommends that SL4B hold a public hearing and approve Resolution No. SL4B-R-26-05 approving SL4B funding in the amount of \$57,969.00 for New Territory Residential Community Association's F.U.N. Grant project as part of the Fiscal Year 2026 SL4B F.U.N. Grant Program.

**Budget**

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**Expenditure Required:** \$57,969.00

**Current Budget:** \$300,000.00

**Additional Funding:** \$10,256.00

**Funding Source:** FY26 Joint Participation in CIP Project and Reserve for Opportunities

**Account Number (ORG-OBJ-Project):** -

**Attachments**

1. Resolution No. SL4B-R-26-05

**RESOLUTION NO. SL4B-R-26-05**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND A MULTI-USE PLAY STRUCTURE AND RELATED PARK IMPROVEMENTS TO BE LOCATED IN A PRIVATELY OWNED COMMUNITY PARK LOCATED AT 4809 NEW TERRITORY BLVD., UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.**

WHEREAS, by Resolution No. 20-03 the City Council of the City of Sugar Land adopted a Council Policy Regarding Participation with Community-Based Organizations in Capital Improvements Projects Using Sugar Land 4B Corporation Funds (JCIP Policy); and

WHEREAS, by Resolution No. 23-28 the City Council of the City of Sugar Land repealed the JCIP Policy and adopted a Council Policy For a Fostering Unique Neighborhoods Reimbursement Grant Program Using Sugar Land 4B Corporation Funds (FUN Grant Policy); and

WHEREAS, pursuant to the FUN Grant Policy, the New Territory Residential Community Association (Association) has submitted an application to the City, requesting funding for park improvements consisting of a multi-use play structure and related park improvements (the “Improvements”); and

WHEREAS, the Corporation’s Board of Directors finds that the park is open and available for use by the general public, and the park’s location on private property does not diminish or change the public benefit of the project; and

WHEREAS, the proposed Improvements will be visible from New Territory Blvd., which is an arterial road in the City; and

WHEREAS, under Section 5.02 (a) of the Sugar Land 4B Corporation’s bylaws, the City is requesting that the Corporation fund a portion of the costs of the Improvements, subject to the Association entering into an agreement with the City regarding the Improvements, in a form acceptable to the City, by December 31, 2026; and

WHEREAS, infrastructure and beautification projects in parks improve, enhance, and promote development of the City and lead to attraction of new and expanded business within the City; and

WHEREAS, the Corporation’s Board of Directors finds that the described projects or activities are authorized under the Development Corporation Act codified in Chapters 501 to 505, Tex. Loc. Gov’t Code (Act); and

WHEREAS, notice of the projects or general types of project were published on the dates described below, as required by Section 505.160 of the Act; and

WHEREAS, the City of Sugar Land city council did not receive within 60 days of the date of the published notices a petition from more than 10 percent of the City’s registered voters requesting that an election be held before the specific project or general type of project for which notice was published is undertaken; and

WHEREAS, the Corporation held a public hearing on this project on the date described below, as required by section 505.159 of the Act; NOW THEREFORE,

**BE IT RESOLVED BY THE BOARD OF DIRECTORS  
OF THE SUGAR LAND 4B CORPORATION:**

**Section 1.** That it adopts the findings, recitals, and defined terms set forth in the preamble to this Resolution.

**Section 2.** That, subject to the provisions of this Resolution, it approves the City’s request for funding as follows:

Description of Project or Activity: Park improvements consisting of a multi-use play structure and related improvements.

Date of Published Notices: November 15, 1995  
August 2, 2017  
January 5, 2011

Date of Hearing: January 21, 2026

Amount Funded: \$57,969.00

Statutory Authorizations: Project includes land, buildings, equipment, facilities and improvements found by the board of directors to be required or suitable for use professional and amateur sports, including children’s sports, athletic, entertainment, tourist, convention, and public park purposes and events, including stadiums, ball parks, auditoriums, amphitheaters, concert halls, parks and park facilities, open space improvements, museums, exhibition facilities, and related store, restaurant, concession, and automobile parking facilities, relate area transportation facilities and related streets, roads, and water and sewer facilities, and other relations and other related improvements that enhance any of the items described by this section. (Local Gov’t Code §505.152)

“Cost” with respect to a project has the meaning as specified in Local Gov’t Code § 501.152.

**Section 3.** That approval of this Resolution authorizes the City to pay the costs of the Project or activity from the Corporation's funds, as described in this Resolution, as authorized by Section 5.02 of the Corporation's bylaws; subject to the Association entering into an Agreement with the City, in a form acceptable to the City, by December 31, 2026.

**Section 4.** That the general manager or its designee is herein authorized to grant the Association one (1) additional three (3) month extension of time to comply with the requirements of Section 3, to March 31, 2027.

**Section 5.** That if the conditions of Sections 3 and 4 are not met, this Resolution shall be of no force and effect.

**Section 6.** That approval of this Resolution authorizes the general manager to enter into subsequent contracts related to this Project in accordance with section 3.06 of the Corporation's bylaws provided that the contract is for a "project cost" as defined in section 501.152 of the Act.

APPROVED ON \_\_\_\_\_, 2026.

\_\_\_\_\_  
Kurt Kirchof, President  
Sugar Land 4B Corporation

ATTEST:

\_\_\_\_\_  
Linda Mendenhall, City Clerk

APPROVED AS TO FORM:

*DAnn Shea Smith*



## Sugar Land Development Corporation Agenda Request January 21, 2026

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**Agenda Request No:** VI.F.

**Agenda of:** Sugar Land Development Corporation Meeting

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

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

**Responsible Department:** Redevelopment

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**Agenda Caption:**

**PUBLIC HEARING 4:00 P.M.:** Receive and hear all persons desiring to be heard on **SUGAR LAND 4B CORPORATION RESOLUTION NO. SL4B-R- 26-06:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND MEDIAN WALKWAYS AND RELATED IMPROVEMENTS TO BE LOCATED IN THE COUNTRY CLUB BLVD. RIGHT-OF-WAY: (1) BETWEEN 2203 COUNTRY CLUB BLVD. AND 2327 COUNTRY CLUB BLVD. UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

Consideration of and action on **SUGAR LAND 4B CORPORATION RESOLUTION NO. SL4B-R- 26-06:** A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND MEDIAN WALKWAYS AND RELATED IMPROVEMENTS TO BE LOCATED IN THE COUNTRY CLUB BLVD. RIGHT-OF-WAY: (1) BETWEEN 2203 COUNTRY CLUB BLVD. AND 2327 COUNTRY CLUB BLVD., UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.

**Recommended Action:**

Hold a Public Hearing and approve Resolution No. SL4B-R-26-06 approving Sugar Land 4B Corporation funding for Sugar Creek Homes Association's F.U.N. Grant project as part of the Fiscal Year 2026 F.U.N. Grant Program.

**Executive Summary:**

The Sugar Land 4B Corporation's (SL4B) Fostering Unique Neighborhoods (F.U.N.) Grant program is an opportunity for community-based organizations to enhance the community through public improvement projects in which SL4B participation will increase the quality or scope and/or decrease the time of development. The program was established by City Council

Resolution No. 23-28. This policy establishes the use of SL4B funds and a budget for the program, subject to available funds. The policy also establishes guidelines that \$75,000.00 is the maximum dollar amount awarded per project and that the SL4B funding participation is limited to no more than 50% of the total project budget. Furthermore, projects must comply with the policy and State statute, not conflict with any other City policies or plans, must be located within the City's corporate limits, must be located on, adjacent to or visible from a minor collector street, major collector street, arterial street, state highway or freeway, and can be located on public property or private property if the SL4B determines that private ownership does not diminish or change the public benefit of the project.

For the Fiscal Year 2026 period, the program opened for applications on October 1, 2025, and closed on November 30, 2025. During this application period, staff conducted robust marketing efforts in partnership with Community Engagement to effectively communicate the program to home owners associations (HOAs), property owners associations (POAs), and other recognized community groups (RCGs).

Staff received a total of eight applications. A City Staff committee reviewed the projects and determined that many projects complied with the program criteria and were eligible to move forward for SL4B consideration.

In December 2025, the SL4B board reviewed the eight projects during a workshop and made a recommendation about six projects moving forward for a Funding Resolution consideration and action. These projects were determined by the SL4B board to be eligible for 4B funding and comply with the F.U.N. Grant program policy and criteria. Each organization has confirmed their ability to fund the remaining project costs not funded by the SL4B and will manage the project and maintain all project improvements.

Resolution No. SL4B-R-26-06 dictates funding to the eligible project listed below:

Median walkways and related improvements to be located in the Country Club Blvd. right-of-way (ROW): (1) Between 2203 Country Club Blvd. and 2327 Country Club Blvd.

Sugar Creek Homes Association has requested \$62,418 for this project.

Approval of the resolution authorizes the City to use 4B funds for the project subject to the organization entering into the agreement with the City by December 31, 2026, extendable at the general manager or their designee's discretion through a three (3) month extension to March 31, 2027.

If the resolution is approved, staff will move forward with drafting and approving agreements between the City and each approved applicant that outlines terms for project reimbursement.

Staff recommends the SL4B hold a public hearing and approve Resolution No. SL4B-R-26-06 approving SL4B funding in the amount of \$31,209.00 for Sugar Creek Homes Association's F.U.N. Grant project as part of the Fiscal Year 2026 SL4B F.U.N. Grant Program

## **Budget**

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**Expenditure Required:** \$31,209.00

**Current Budget:** \$300,000.00

**Additional Funding:** \$10,256.00

**Funding Source:** FY26 Joint Participation in CIP Project and Reserve for Opportunities

**Account Number (ORG-OBJ-Project):** -

### **Attachments**

1. Resolution No. SL4B-R-26-06

**RESOLUTION NO. SL4B-R-26-06**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUGAR LAND 4B CORPORATION APPROVING A REQUEST BY THE CITY OF SUGAR LAND TO FUND MEDIAN WALKWAYS AND RELATED IMPROVEMENTS TO BE LOCATED IN THE COUNTRY CLUB BLVD. RIGHT-OF-WAY: (1) BETWEEN 2203 COUNTRY CLUB BLVD. AND 2327 COUNTRY CLUB BLVD., UNDER THE COUNCIL POLICY FOR A FOSTERING UNIQUE NEIGHBORHOODS REIMBURSEMENT GRANT PROGRAM USING SUGAR LAND 4B CORPORATION FUNDS.**

WHEREAS, by Resolution No. 20-03 the City Council of the City of Sugar Land adopted a Council Policy Regarding Participation with Community-Based Organizations in Capital Improvements Projects Using Sugar Land 4B Corporation Funds (JCIP Policy); and

WHEREAS, by Resolution No. 23-28 the City Council of the City of Sugar Land repealed the JCIP Policy and adopted a Council Policy For a Fostering Unique Neighborhoods Reimbursement Grant Program Using Sugar Land 4B Corporation Funds (FUN Grant Policy); and

WHEREAS, pursuant to the FUN Grant Policy, the Sugar Creek Homes Association (Association) has submitted an application to the City, requesting funding for median walkways and related improvements (Improvements) to be located in the Country Club Blvd. right-of-way (ROW): (1) between 2203 Country Club Blvd. and 2327 Country Club Blvd.; and

WHEREAS, the Improvements will be located within City (ROW); and

WHEREAS, under Section 5.02 (a) of the Sugar Land 4B Corporation's bylaws, the City is requesting that the Corporation fund a portion of the costs of the Improvements, subject to the Association entering into an agreement with the City regarding the Improvements, in a form acceptable to the City, by December 31, 2026; and

WHEREAS, the proposed Improvements will be visible from Country Club Blvd., that is a minor collector in the City; and

WHEREAS, infrastructure and beautification projects along the City's roadways improve, enhance, and promote development of the City and lead to attraction of new and expanded business within the City; and

WHEREAS, the expenditures for the Improvements are required or suitable for street and related infrastructure necessary to promote or develop new or expanded business enterprises within the City; and

WHEREAS, the Corporation's Board of Directors finds that the described project or activity is authorized under the Development Corporation Act codified in Chapters 501 to 505, Tex. Loc. Gov't Code (Act); and

WHEREAS, notice of the project or general type of project was published on the dates

described below, as required by Section 505.160 of the Act; and

WHEREAS, the City of Sugar Land city council did not receive within 60 days of the date of the published notices a petition from more than 10 percent of the City’s registered voters requesting that an election be held before the specific project or general type of project for which notice was published is undertaken; and

WHEREAS, the Corporation held a public hearing on this project on the date described below, as required by section 505.159 of the Act; NOW THEREFORE,

**BE IT RESOLVED BY THE BOARD OF DIRECTORS  
OF THE SUGAR LAND 4B CORPORATION:**

**Section 1.** That it adopts the findings, recitals, and defined terms set forth in the preamble to this Resolution.

**Section 2.** That, subject to the provisions of this Resolution, it approves the City’s request for funding as follows:

Description of Project or Activity: Median walkways and related improvements to be located in the Country Club Blvd. right-of-way: (1) Between 2203 Country Club Blvd. and 2327 Country Club Blvd.

Date of Published Notices: November 22, 1995  
August 2, 2017

Date of Hearing: January 21, 2026

Amount Funded: \$31,209.00

Statutory Authorizations: Project includes expenditures that are found by the board of directors to be required or suitable for infrastructure necessary to promote or develop new or expanded business enterprises, limited to streets and roads, water and sewer utilities, electric utilities, or gas utilities, drainage, site improvements, and related improvements. (Local Gov’t Code § 501.103)

“Cost” with respect to a project has the meaning as specified in Local Gov’t Code § 501.152.

**Section 3.** That approval of this Resolution authorizes the City to pay the costs of the Project or activity from the Corporation’s funds, as described in this Resolution, as authorized by Section 5.02 of the Corporation’s bylaws; subject to the Association entering into an Agreement with the City, in a form acceptable to the City, by December 31, 2026.

**Section 4.** That the general manager or its designee is herein authorized to grant the Association one (1) additional three (3) month extension of time to comply with the requirements of Section 3, to March 31, 2027.

**Section 5.** That if the conditions of Sections 3 and 4 are not met, this Resolution shall be of no force and effect.

**Section 6.** That approval of this Resolution authorizes the general manager to enter into subsequent contracts related to this Project in accordance with section 3.06 of the Corporation's bylaws provided that the contract is for a "project cost" as defined in section 501.152 of the Act.

APPROVED ON \_\_\_\_\_, 2026.

\_\_\_\_\_  
Kurt Kirchof, President  
Sugar Land 4B Corporation

ATTEST:

\_\_\_\_\_  
Linda Mendenhall, City Secretary

APPROVED AS TO FORM:

*DAnn Shea Smith*