



# City of Sugar Land

## Sugar Land Development Corporation Agenda

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

Tuesday, May 5, 2026

**Sugar Land Development Corporation Meeting  
Meeting of the Sugar Land Development  
Corporation and the Governing Body of the City of  
Sugar Land  
Cane Room 161  
4:00 PM**

### I. Attention

Members of the City Council, Board and/or Commission may participate in deliberations of posted agenda items through video conferencing means. A quorum of the City Council, Board and/or Commission will be physically present at the above-stated location, and said location is open to the public. Audio/Video of open deliberations will be available for the public to hear/view; and are recorded as per the Texas Open Meetings Act.

The meeting will live stream at <https://youtube.com/live/3enx6coJX44?feature=share>.

### II. Call to Order

### III. Public Comment

Pursuant to Texas Government Code section 551.007, citizens are permitted to address the City Council, Board and/or Commission in person with regard to matters posted for consideration on the agenda. Each speaker must complete a "Request to Speak" form and give it to the City Secretary or designee, prior to the beginning of the meeting.

Each speaker is limited to 3 minutes, speakers requiring a translator will have 6 minutes, regardless of the number of agenda items to be addressed. Comments or discussion by City Council, Board, and/or Commission members, will only be made at the time the subject is scheduled for consideration.

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

### IV. Minutes

#### A. MINUTES

Consideration of and action on the approval of the minutes of the April 7, 2026 meeting.

**Linda Mendenhall, City Clerk**

### V. Workshop

#### A. ECONOMIC DEVELOPMENT INCENTIVE POLICY REVIEW

Review of and discussion on existing Economic Development incentive policies, focusing on the Tax Abatement, Direct Incentive, Office Readiness, and Innovation Fund programs.

**Elizabeth Huff, Director of Economic Development and Tourism**

### VI. Director's Report

A.

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

**Elizabeth Huff, Director of Economic Development and Tourism**

## **VII. Adjournment**

The Sugar Land Development Corporation reserves the right to adjourn into Executive Session at any time during this meeting for the purpose of consultation with the Attorney as authorized by Texas Government Code Sections 551.071 to discuss any of the matters listed above.

If you plan to attend this public meeting and you have a disability that requires special arrangements at the meeting, please contact the City Secretary, (281) 275-2730. Requests for special services must be received 48 hours prior to the meeting time. Reasonable accommodations will be made to assist your needs.

The agenda and supporting documentation is located on the [City Website](#) under meeting agendas.

**Posted on this 29th day of April 2026, at 12:15 P.M.**



## **Sugar Land Development Corporation Agenda Request**

### **May 5, 2026**

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

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

**Initiated by:** Nicole Fontenette, Agenda & Public Meeting Coordinator

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

**Responsible Department:** Admin

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**Agenda Caption:**

**MINUTES**

Consideration of and action on the approval of the minutes of the April 7, 2026 meeting.

**Recommended Action:**

Consideration of and action on the approval of the minutes of the April 7, 2026 meeting.

**Executive Summary:**

### **Budget**

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**Expenditure Required:** n/a

**Current Budget:** n/a

**Additional Funding:** n/a

**Funding Source:** n/a

**Account Number (ORG-OBJ-Project):** n/a

### **Attachments**

1. 4.7.26 -Sugar Land Development Corporation Meeting Minutes



## City of Sugar Land

# Sugar Land Development Corporation Minutes

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

Tuesday, April 7, 2026

Sugar Land Development Corporation Meeting  
Meeting of the Sugar Land Development Corporation and the  
Governing Body of the City of Sugar Land Minutes  
City Council Chamber  
4:00 PM

### I. Attention

Members of the City Council, Board and/or Commission may participate in deliberations of posted agenda items through video conferencing means. A quorum of the City Council, Board and/or Commission will be physically present at the above-stated location, and said location is open to the public. Audio/Video of open deliberations will be available for the public to hear/view; and are recorded as per the Texas Open Meetings Act.

The meeting will live stream at <https://youtube.com/live/BcQDX-qjeOM?feature=share>.

### II. Call to Order

#### QUORUM PRESENT

Suzanne Whatley, Stewart Jacobson, Robert Boettcher, Rick Miller, Carol McCutcheon, Sanjay Singhal, and Jim Vonderhaar were present.

### 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.

No members of the public addressed the Board.

### IV. Minutes

#### A. MINUTES

Consideration of and action on the approval of the minutes of the March 3, 2026 meeting.

**Linda Mendenhall, City Clerk**

A motion to **Approve the minutes of the March 3, 2026 meeting**, was made by Rick Miller and seconded by Carol McCutcheon; the motion **Passed**.

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

## V. Workshop

### A. **PUBLIC WORKS CAPITAL IMPROVEMENT PROJECTS**

Review of and discussion on Public Works capital improvement projects funded by the Sugar Land Development Corporation.

**Henry Vavrecka, Right of Way Services Manager**

Henry Vavrecka, Right of Way Services Manager, and Keisha Seals, Assistant Director of Public Works, gave a presentation, made comments, and answered questions from the Board.

## VI. Director's Report

### A.

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

**Elizabeth Huff, Director of Economic Development and Tourism**

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

## VII. Adjournment

A motion to **Adjourn at 4:26 p.m.**, was made by Sanjay Singhal and seconded by Stewart Jacobson; the motion **Passed**.

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

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**Linda Mendenhall, City Clerk**





## **Sugar Land Development Corporation Agenda Request**

### **May 5, 2026**

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

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

**Initiated by:** Colby Millenbruch, Business Recruitment Manager

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

**Responsible Department:** Economic Development

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**Agenda Caption:**

**ECONOMIC DEVELOPMENT INCENTIVE POLICY REVIEW**

Review of and discussion on existing Economic Development incentive policies, focusing on the Tax Abatement, Direct Incentive, Office Readiness, and Innovation Fund programs.

**Recommended Action:**

Review and discuss existing Economic Development incentive policies, focusing on the Tax Abatement, Direct Incentive, Office Readiness, and Innovation Fund programs.

**Executive Summary:**

The Sugar Land Office of Economic Development offers a portfolio of incentive programs designed to support business recruitment, expansion, and retention while advancing the City's economic development priorities. These programs, including Tax Abatement and Direct Incentives, serve as key tools to attract investment, encourage job creation, and strengthen the targeted industry ecosystem.

Type A economic development corporations in the State of Texas, including the Sugar Land Development Corporation, are funded through the dedication of city Sales Tax dollars. In 1993, Sugar Land residents voted to create the Sugar Land Development Corporation (4A) and the Sugar Land 4B corporation (4B) which each receive a quarter of the sales tax, with the other half of the sales tax going to the general fund. The use of these economic development funds is governed by state statute, which requires that expenditures support corporate attraction and retention. Some factors considered during incentive negotiations are job creation and capital investment. As a result, all programs funded through the Type A sales tax must meet strict eligibility criteria and demonstrate a clear public benefit, ensuring that investments align with statutory requirements and contribute to long-term economic growth for Sugar Land.

The current incentive framework is anchored by the Direct Incentive Program, which serves as the primary funding mechanism for a range of performance-based initiatives. The Office Readiness Program and the Innovation Fund Program operate as targeted components of this

broader program and are funded through the Direct Incentives budget line. Together, these programs are structured to align with market conditions and the City's strategic goals. The Tax Abatement and Direct Incentive Programs are designed to attract high-impact projects that generate significant capital investment and high-quality jobs, while the Office Readiness Program supports the activation and modernization of existing office space, and the Innovation Fund Program targets high-growth startups and our target industries to establish Sugar Land as a regional innovation ecosystem.

The Tax Abatement Program remains a key component of the City's incentive toolkit, supporting large-scale capital investment and the expansion of the local tax base. In accordance with state law, the City of Sugar Land reviews and updates its tax abatement guidelines every two years to ensure continued competitiveness and alignment with economic development priorities. As part of this regular cycle, updated guidelines will be presented this fall for City Council consideration, providing an opportunity to refine policy direction, respond to market conditions, and reinforce the City's commitment to strategic growth.

As Sugar Land continues to experience growth with limited available land, it is critical to ensure that incentive programs are effectively deployed to maximize economic returns and support long-term fiscal sustainability. Clear program guidelines and defined performance metrics help position the City competitively while providing transparency for developers, site selectors, and business stakeholders.

## **Budget**

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**Expenditure Required:** N/A

**Current Budget:** N/A

**Additional Funding:** N/A

**Funding Source:** Sugar Land Development Corporation Incentive Line

**Account Number (ORG-OBJ-Project):** 1041185-56110

## **Attachments**

None



## **Sugar Land Development Corporation Agenda Request**

### **May 5, 2026**

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

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

**Initiated by:** Nicole Fontenette, Agenda & Public Meeting Coordinator

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

**Responsible Department:** Admin

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#### **Agenda Caption:**

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

#### **Recommended Action:**

#### **Executive Summary:**

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

#### **Budget**

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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