City of Sugar Land

Sugar Land Town Square Development Authority Agenda

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

Tuesday, September 1, 2026
Sugar Land Town Square Development Authority Meeting

Cane Room 161
3:30 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://www.sugarlandtx.gov/1238/SLTV-16-Live-Video or https://youtube.com/live/WaZoGkF458Y?feature=share. Sugar Land Comcast/Xfinity Cable Subscribers can also tune-in on Channel 16.

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 regarding matters posted for consideration or workshop 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 Clerk at (281) 275-2730.

IV. Minutes

A. **MINUTES**
Consideration of and action on the approval of the minutes from the January 20, 2026 meeting.
Linda Mendenhall, City Clerk

V. Contracts and Agreements

A. **LEASE ESTOPPEL CERTIFICATE**
Consideration of and action on authorization of a Lease Estoppel Certificate regarding the Conference Center and Parking Lease Agreement, as amended, between the Sugar Land Town Square Development Authority and HH Texas Hotel Associates, L.P. (f/k/a Sugar Land Hotel Associates, L.P.).
Ana Rodriguez, Community Development Coordinator

VI. Adjournment

The Sugar Land Town Square Development Authority Meeting 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 Clerk, (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 26th day of August 2026 at 2:00 P.M.

Sugar Land Development Corporation Agenda Request

September 1, 2026

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:

Agenda Caption:
MINUTES
Consideration of and action on the approval of the minutes from the January 20, 2026 meeting.

Recommended Action:

Executive Summary:

Budget

Expenditure Required: NA

Current Budget: NA

Additional Funding: NA

Funding Source: NA

Account Number (ORG-OBJ-Project): NA

Attachments
1. 1.20.26 Sugar Land Town Square Development Authority Meeting Minutes

City of Sugar Land

Sugar Land Town Square Development Authority Minutes

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

Tuesday, January 20, 2026
Sugar Land Town Square Development Authority Meeting Minutes
City Council Chamber
4:30 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/E2Ce58Rjatc?feature=share

II. Call to Order

QUORUM PRESENT

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

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 from the December 5, 2023, meeting.
Linda Mendenhall, City Clerk

A motion to **Approve the minutes of the December 5, 2023 meeting**, was made by Stewart Jacobson and seconded by Sanjay Singhal; the motion **Passed**.
Ayes: Suzanne Whatley, Stewart Jacobson, Robert Boettcher, Rick Miller, Carol McCutcheon, Sanjay Singhal, Jim Vonderhaar

V. Election of Officers

A. <u>ELECTION OF OFFICERS</u>

Consideration of and action on election of a Vice Chairperson from the Board of Directors, as well as appoint a President, Vice President, Treasurer, Secretary, and other officers as deemed necessary.
Jessica Huble, Assistant Director of Redevelopment

Jessica Huble, Assistant Director of Redevelopment, gave a presentation, made comments, and answered questions from the Board.

The Sugar Land Town Square Development Authority nominated Suzanne Whatley to be Vice Chair of the Board.
A motion to **Approve Suzanne Whatley as the Vice Chair for SLTSDA**, was made by Carol McCutcheon and seconded by Jim Vonderhaar; the motion **Passed**.
Ayes: Suzanne Whatley, Stewart Jacobson, Robert Boettcher, Rick Miller, Carol McCutcheon, Sanjay Singhal, Jim Vonderhaar

The Sugar Land Town Square Development Authority nominated Mike Goodrum to be President of the Board.
A motion to **Approve Mike Goodrum as the President for SLTSDA**, was made by Sanjay Singhal and seconded by Suzanne Whatley; the motion **Passed**.
Ayes: Suzanne Whatley, Stewart Jacobson, Robert Boettcher, Rick Miller, Carol McCutcheon, Sanjay Singhal, Jim Vonderhaar

The Sugar Land Towns Square Development Authority nominated Elizabeth Huff to be Vice President of the Board.
A motion to **Approve Elizabeth Huff as the Vice President for SLTSDA**, was made by Rob Boettcher and seconded by Jim Vonderhaar; the motion **Passed**.
Ayes: Suzanne Whatley, Stewart Jacobson, Robert Boettcher, Rick Miller, Carol McCutcheon, Sanjay Singhal, Jim Vonderhaar

The Sugar Land Towns Square Development Authority nominated Jing Xiao to be Treasurer of the Board.
A motion to **Approve Jing Xiao as the Vice President for SLTSDA**, 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

The Sugar Land Towns Square Development Authority nominated Linda Mendenhall to be Secretary of the Board.
A motion to **Approve Linda Mendenhall as the Secretary for SLTSDA**, was made by Jim Vonderhaar and seconded by Robert Boettcher; the motion **Passed**.
Ayes: Suzanne Whatley, Stewart Jacobson, Robert Boettcher, Rick Miller, Carol McCutcheon, Sanjay Singhal, Jim Vonderhaar

VI. Contracts and Agreements

A. **<u>LEASE ESTOPPEL CERTIFICATE</u>**
Consideration of and action on the authorization of a Lease Estoppel Certificate regarding the Master Lease Agreement for the Sugar Land Town Square Plaza Kiosks, as amended, between the Sugar Land Town Square Development Authority and LCFRE Sugar Land Town Square LLC.
Jessica Huble, Assistant Director of Redevelopment

Jessica Huble, Assistant Director of Redevelopment, gave a presentation, made comments, and answered questions from the Board.
A motion to **Approve a lease estoppel certificate regarding the Master Lease Agreement for the Sugar Land Town Square Plaza Kiosks**, was made by Suzanne Whatley and seconded by Sanjay Singhal, the motion **Passed**.
Ayes: Suzanne Whatley, Stewart Jacobson, Robert Boettcher, Rick Miller, Carol McCutcheon, Sanjay Singhal, Jim Vonderhaar

VII. Adjournment

A motion to **Adjourn at 4:41 p.m.**, was made by Sanjay Singhal and seconded by Carol McCutcheon; 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

CITY OF SUGAR LAND TEXAS

Sugar Land Town Square Development Authority Agenda Request
September 1, 2026

Agenda Request No: V.A.

Agenda of: Sugar Land Town Square Development Authority Meeting

Initiated by: Jonathan Soriano, Community Development Manager

Presented by: Ana Rodriguez, Community Development Coordinator

Responsible Department: Redevelopment

Agenda Caption:
Consideration of and action on authorization of a Lease Estoppel Certificate regarding the Conference Center and Parking Lease Agreement, as amended, between the Sugar Land Town Square Development Authority and HH Texas Hotel Associates, L.P. (f/k/a Sugar Land Hotel Associates, L.P.).

Recommended Action:
Consideration of and action on authorization of a Lease Estoppel Certificate regarding the Conference Center and Parking Lease Agreement, as amended, between the Sugar Land Town Square Development Authority and HH Texas Hotel Associates, L.P. (f/k/a Sugar Land Hotel Associates, L.P.).

Executive Summary:
In 2001, the City of Sugar Land's ("City") City Council authorized the creation of the Sugar Land Town Square Development Authority ("SLTSDA"), a local government corporation ("LGC"), to assist the City with the Sugar Land Town Square project. The SLTSDA is the owner of public infrastructure associated with the project, including the Conference Center located inside the Marriott hotel and certain portions of the Town Square parking garages. In 2002, SLTSDA ("Landlord") entered into a Conference Center and Parking Lease Agreement ("Lease") with HH Texas Hotel Associates, L.P. (f/k/a Sugar Land Hotel Associates, L.P.) ("Tenant") for a term of 99 years. The Tenant is in the process of a financial transaction, which includes the refinancing of the Sugar Land Marriott, and the lender has requested an Estoppel Certificate from the Landlord.

Pursuant to section 27.3 of the Lease, the Tenant may request the Landlord to provide an estoppel certificate to certify that the Lease is unmodified and in full force and effect, the dates to which Rent has been paid and whether or not to the best knowledge of the Landlord the Lease is in default.

Staff recommends consideration and approval of the Lease Estoppel Certificate regarding the

Conference Center and Parking Lease Agreement, as amended, between the Sugar Land Town Square Development Authority and HH Texas Hotel Associates, L.P. (f/k/a Sugar Land Hotel Associates, L.P.).

Budget

Expenditure Required: N/A

Current Budget: N/A

Additional Funding: N/A

Funding Source: N/A

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

Attachments

1. Marriott Sugar Land - Ground Lease Estoppel 2026

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:

____
____
____
Attention: ________________

LEASE ESTOPPEL CERTIFICATE

RE: Conference Center and Parking Lease Agreement, dated February 28, 2002, by and between Sugar Land Town Square Development Authority, as landlord ("**Landlord**"), and HH Texas Hotel Associates, L.P. (f/k/a Sugar Land Hotel Associates, L.P.), as tenant ("**Tenant**"), as amended by that certain First Amendment to Conference Center and Parking Lease Agreement dated August 3, 2003, that certain Second Amendment to Conference Center and Parking Garage Lease Agreement dated April 19, 2005 (as so amended, the "**Lease**"), pursuant to which Landlord has leased to Tenant, Unit 2 — Conference Unit, Conference Parking Unit and Additional Conference Parking Unit, each as more particularly described in <u>Exhibit A</u> attached hereto and made a part hereof, together with Landlord's allocated interest in the common elements related thereto, the improvements located thereon, the easements and appurtenances pertaining thereto, and the furniture, fixtures and equipment existing thereon (collectively, the "**Property**"), which Property is owned by Landlord.

THIS LEASE ESTOPPEL CERTIFICATE (this "**Estoppel**") is executed and delivered by Landlord in accordance with Section 27.3 of the Lease.

Landlord certifies as follows:

1. <u>Lease</u>. Pursuant to the terms of the Lease, Landlord currently leases to Tenant, and Tenant currently leases from Landlord, the Property. The Lease, as defined above, is in full force and effect and, other than as set forth above, has not been modified, supplemented, or amended, orally or in writing. Except for the Lease, there are no agreements between Landlord and Tenant in any way concerning the subject matter of the Lease or the occupancy or use of the Property, and the interests of Landlord and Tenant under the Lease have not been assigned. A true, correct and complete description of the Lease, as amended, is attached as <u>Exhibit B</u> attached hereto and made a part hereof.

2. <u>No Known Claims of Default</u>. To the best of Landlord's knowledge, as of the date hereof neither Landlord nor Tenant has asserted any claim of default against the other party.

3. <u>Lease Term</u>. The term of the Lease commenced on October 1, 2003, and is scheduled to terminate on September 30, 2102, subject to earlier termination as provided in the Lease.

4. Rent. The Minimum Rent currently being paid by Tenant under the Lease is $1.00 per Lease Year and has been paid (including interest) through December 31, 2026.

5. Deposits. Tenant does not make any type of escrow deposits with Landlord, and Landlord does not hold any type of deposit from Tenant (for security or otherwise).

6. Recording. This instrument shall be recorded in the applicable recording office in the County and State in which the Property is located.

7. All capitalized terms used herein but not otherwise defined shall have the meaning ascribed to such term in the Lease.

IN WITNESS WHEREOF, Landlord has executed this Estoppel as of ___________, ____, 2026.

LANDLORD:

SUGAR LAND TOWN SQUARE DEVELOPMENT AUTHORITY, a local government corporation organized and existing under Subchapter D of Chapter 431, Texas Transportation Code

By:________________________________
Name: ______________________________
Its: ________________________________

STATE OF TEXAS §
§
COUNTY OF FORT BEND §

This instrument was acknowledged before me on _____________, 2026 by ______________________, __________________of Sugar Land Town Square Development Authority, on behalf of said Authority.

____

[SEAL]

My Commission Expires:

EXHIBIT A

THE PROPERTY

Conference Unit:

Being the "Unit 2-Conference Unit" of the SUGAR LAND HOTEL AND CONFERENCE CENTER, a Condominium, together with a thirty percent (30%) interest in the Common Elements, more particularly described in the Condominium Declaration for Sugar Land Hotel and Conference Center recorded under Clerk's File No. 2002020609 in the Official Public Records of Fort Bend County, Texas.

Conference Parking Unit:

Being the "Conference Parking Unit" of the SUGAR LAND TOWN SQUARE PARKING CONDOMINIUM, together with a 29.412% interest in the Common Elements, more particularly described in the Condominium Declaration for Sugar Land Town Square Parking Condominium recorded under Clerk's File No. 2003119601 in the Official Public Records of Fort Bend County, Texas.

Additional Conference Parking Unit:

Being the 200 Parking Spaces for Conference Parking Unit F, as defined and shown in the Third Amendment to Condominium Declaration for Sugar Land Town Square Parking Condominium recorded in File No. 2009028341 of the Fort Bend County Official Public Records, which are located in the parking garage constructed on Reserve F2 and F3 out of the Sugar Land Town Square Second Amending Plat recorded in Slide Nos. 2464B and 2465A and B in the Plat Records of Fort Bend County, Texas

EXHIBIT B

LEASE

Memorandum of Lease:

Being the Memorandum of Lease executed on February 28, 2002, between SUGAR LAND TOWN SQUARE DEVELOPMENT AUTHORITY, a local government corporation organized and existing under Subchapter D of Chapter 431, Texas. Transportation Code and SUGAR LAND HOTEL ASSOCIATES, L.P, a Delaware limited partnership recorded under Clerks File No. 2002020618 in the Official Public Records of Fort Bend County, Texas.

Memorandum of First Amendment:

Being the Memorandum of First Amendment to Conference Center and Parking Lease Agreement ("Memorandum") executed as of August 21, 2003, between SUGAR LAND TOWN SQUARE DEVELOPMENT AUTHORITY, a local government corporation organized and existing under Subchapter D of Chapter 431, Texas Transportation Code and SUGAR LAND HOTEL ASSOCIATES, L.P, a Delaware limited partnership recorded under Clerks File No. 2003125801 in the Official Public Records of Fort Bend County, Texas.

Second Amendment to Conference Center and Parking Garage Lease Agreement:

Being the Second Amendment to Conference Center and Parking Lease Agreement executed as of April 19, 2005 between SUGAR LAND TOWN SQUARE DEVELOPMENT AUTHORITY, a local government corporation organized and existing under Subchapter D of Chapter 431, Texas Transportation Code and HH Texas Hotel Associates, L.P. (f / k / a Sugar Land Hotel Associates, L.P.), as filed in the Official Public Records of Fort Bend County, Texas.