



# City of Sugar Land

## Tax Increment Reinvestment Zone 3 Agenda

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

Wednesday, September 9, 2026  
Tax Increment Reinvestment Zone 3 Meeting  
Cane Room 161  
4:00 PM

### I. Attention

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

The meeting will live stream at <https://youtube.com/live/RF8GidU1Rbk?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 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 (281) 275-2730.

### IV. Minutes

#### A. MINUTES

Consideration of and action on the approval of the minutes of the December 10, 2025, meeting.

**Linda Mendenhall, City Clerk**

### V. Orientation

#### A. ORIENTATION

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

**Ana Rodriguez, Community Development Coordinator**

### VI. Election of Officers

#### A. ELECTION OF OFFICERS

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

**Ana Rodriguez, Community Development Coordinator**

### VII. Annual Ethics Training

A. **ANNUAL ETHICS TRAINING**

Receive training related to the Sugar Land Code of Ethical Conduct and state laws regulating ethics and reporting responsibilities of city officials.

**Meredith Riede, City Attorney**

**VIII. Budget**

A. **AMEND FY26 BUDGET AND APPROVE FY27 BUDGET**

Consideration of and action on amending the Fiscal Year 2026 Budget to Projections; adoption of the proposed Fiscal Year 2027 Budget; and a recommendation of the proposed Fiscal Year 2027 Budget to the Members of City Council.

**Justyn Mejorado, Assistant Director of Budget**

**IX. Adjournment**

If you plan to attend this public meeting and you have a disability that requires special arrangements at the meeting, please contact the City 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 2nd day of September 2026 at 2:00 P.M.**



## **Tax Increment Reinvestment Zone 3 Agenda Request**

### **September 9, 2026**

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

**Agenda of:** Tax Increment Reinvestment Zone 3 Meeting

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

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

**Responsible Department:** Admin

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**Agenda Caption:**

#### **MINUTES**

Consideration of and action on the approval of the minutes of the December 10, 2025, meeting.

**Recommended Action:**

Consideration of and action on the approval of the minutes of the December 10, 2025, meeting.

**Executive Summary:**

Consider the minutes of the December 10, 2025, meeting.

#### **Budget**

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**Expenditure Required:** n/a

**Current Budget:** n/a

**Additional Funding:** n/a

**Funding Source:** n/a

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

#### **Attachments**

1. 12.10.25-Tax Increment Reinvestment Zone No. 3Minutes



## City of Sugar Land

### Tax Increment Reinvestment Zone 3 Minutes

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

Wednesday, December 10, 2025  
Tax Increment Reinvestment Zone 3 Meeting  
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/oVxJlgpp\\_r8?feature=share](https://youtube.com/live/oVxJlgpp_r8?feature=share)

#### II. Call to Order

##### QUORUM PRESENT

Jim Vonderhaar, Suzanne Whatley, Sanjay Singhal, and Jay Neal were present. Chris Barnett was absent.

#### 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 minutes of the September 10, 2025 meeting.

**Linda Mendenhall, City Clerk**

A motion to **Approve the minutes of the September 10, 2025 meeting**, was made by Sanjay Singhal and seconded by Suzanne Whatley; the motion **Passed**.

Ayes: Jim Vonderhaar, Suzanne Whatley, Sanjay Singhal, Jay Neal

Absent: Chris Barnett

**V. Development Update**

A. **FY25 DEVELOPMENT UPDATE**

Review of and discussion on the 2025 Annual Tax Increment Reinvestment Zone No. Three Development Update.

**Ana Rodriguez, Community Development Coordinator**

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

**VI. Annual Report**

A. **ANNUAL REPORT**

Consideration of and action on a recommendation to the City Council for approval of Tax Increment Reinvestment Zone Number Three Fiscal Year 2025 Annual Report.

**Ana Rodriguez, Community Development Coordinator**

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

A motion to **Approve the recommendation to the City Council for approval of the Tax Increment Reinvestment Zone Number Three Fiscal Year 2025 Annual Report**, was made by Suzanne Whatley and seconded by Jay Neal; the motion **Passed**.

Ayes: Jim Vonderhaar, Suzanne Whatley, Sanjay Singhal, Jay Neal

Absent: Chris Barnett

**VII. Adjournment**

A motion to **Adjourn at 4:19 p.m.**, was made by Sanjay Singhal and seconded by Jim Vonderhaar; the motion **Passed**.

Ayes: Jim Vonderhaar, Suzanne Whatley, Sanjay Singhal, Jay Neal

Absent: Chris Barnett

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**Linda Mendenhall, City Clerk**





## **Tax Increment Reinvestment Zone 3 Agenda Request**

### **September 9, 2026**

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

**Agenda of:** Tax Increment Reinvestment Zone 3 Meeting

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

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

**Responsible Department:** Redevelopment

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#### **Agenda Caption:**

##### **ORIENTATION**

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

#### **Recommended Action:**

Receive and discuss Tax Increment Reinvestment Zone No. Three annual orientation for 2026.

#### **Executive Summary:**

The purpose of Tax Increment Reinvestment Zone No. Three (TIRZ 3) annual orientation is to familiarize the Board Members with the purposes, roles, and functions of the Zone as well as their duties and responsibilities as Board Members. Annual orientation is required for all Board Members by City Council Resolution No. 21-17, which established procedures for all City Boards.

#### **Budget**

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**Expenditure Required:** N/A

**Current Budget:** N/A

**Additional Funding:** N/A

**Funding Source:** N/A

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

#### **Attachments**

None



## **Tax Increment Reinvestment Zone 3 Agenda Request**

### **September 9, 2026**

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

**Agenda of:** Tax Increment Reinvestment Zone 3 Meeting

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

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

**Responsible Department:** Redevelopment

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#### **Agenda Caption:**

#### **ELECTION OF OFFICERS**

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

#### **Recommended Action:**

Elect officers for Tax Increment Reinvestment Zone No. Three for 2026, including Vice Chairman, Secretary, and any other officers the Board sees fit.

#### **Executive Summary:**

Per Ordinance No. 1910, which amends certain language in Ordinance No. 1667 that created Tax Increment Reinvestment Zone No. Three (TIRZ 3), the City Council authorized the Board of Directors to elect from its members a Vice Chairman, Secretary, and any other such officers that the Board sees fit. The ordinance reserves the right for the City Council to annually nominate and appoint the position of Chair. Mr. Jim Vonderhaar was selected to serve as Chairman for the term ending December 31, 2026.

The Vice Chairman and Secretary positions were last elected in September 2025 when the Board elected Suzanne Whatley to serve as Vice Chairman and Chris Barnett to serve as Secretary for FY25. Based on the Zone's rules and procedures, all officers serve for a one-year term. It is necessary to elect officers annually.

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

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

## Budget

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**Expenditure Required:** N/A

**Current Budget:** N/A

**Additional Funding:** N/A

**Funding Source:** N/A

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

## Attachments

None



## **Tax Increment Reinvestment Zone 3 Agenda Request**

### **September 9, 2026**

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

**Agenda of:** Tax Increment Reinvestment Zone 3 Meeting

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

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

**Responsible Department:** Budget

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#### **Agenda Caption:**

#### **AMEND FY26 BUDGET AND APPROVE FY27 BUDGET**

Consideration of and action on amending the Fiscal Year 2026 Budget to Projections; adoption of the proposed Fiscal Year 2027 Budget; and a recommendation of the proposed Fiscal Year 2027 Budget to the Members of City Council.

#### **Recommended Action:**

Consideration of and action on amending the Fiscal Year 2026 Budget to Projections; adoption of the proposed Fiscal Year 2027 Budget; and a recommendation of the proposed Fiscal Year 2027 Budget to the Members of City Council.

#### **Executive Summary:**

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

#### **Fiscal Year 2026**

FY26 total revenues are projected at \$2,090,222 which is \$27,103 less than anticipated, primarily due to the change in the final City tax rate for tax year 2025. Expenditures are projected at \$2,090,765, which is \$26,560 lower than budgeted based on the revised budget for the IRD assignment. The Tri-Party agreement assigns 98% of TIRZ revenues to the Imperial Redevelopment District in support of contract revenue bonds. TIRZ revenues are defined as tax increments and any investment income thereon. Based on the latest tax roll supplements in FY26, the IRD is anticipated to be assigned \$2,048,418. The remaining 2% is designated for administrative costs of the TIRZ. The ending fund balance is anticipated to be \$24,117.

#### **Fiscal Year 2027**

Revenues for FY27 are projected at \$2,173,245, including interest income. This estimate is based on fifty percent of the property tax collections generated from the incremental real property value within TIRZ No. 3. The calculation assumes the proposed tax rates for each participating entity. The FY27 property tax revenues are derived from incremental values—adjusted to reflect properties still under review at 92%, along with applicable abatements and exemptions—using the proposed City and County tax rates.

| Taxing Entity         | Total Net AssessedBase Value<br>Value* |              | Incremental<br>Value | Proposed<br>Tax Rate | Tax Increment<br>at 98.5% |
|-----------------------|----------------------------------------|--------------|----------------------|----------------------|---------------------------|
| City of Sugar<br>Land | \$577,714,453                          | \$5,602,490  | \$572,111,963        | \$0.381116           | \$1,073,852               |
| Fort Bend<br>County   | \$552,142,791                          | \$11,757,620 | \$540,950,590        | \$0.412000           | \$1,097,643               |

*\*difference in Net Assessed Values due to differences between City and County exemptions.*

In accordance with the 2016 Tri-Party Agreement between the City, Zone, and District, 2% of TIRZ revenues will be allocated to administrative services for the TIRZ, with the remaining 98% assigned to the Imperial Redevelopment District to support debt payments for infrastructure reimbursements. Total expenditures for FY27 are \$2,196,522, including \$2,129,780 estimated to be assigned to the District.

The remaining \$66,743 includes \$43,930 reserved for potential legal services and \$22,812 for City administrative services under the City’s Support Services Agreement with the Zone. Funding for legal and administrative services includes \$43,465 from the City’s 2% share of revenues and \$23,277 from existing fund balance resulting from prior unspent City administrative allocations.

Staff recommends the Board amend the Fiscal Year 2026 budget to projections and approve the Fiscal Year 2027 Budget as proposed. Following approval by the Board, in accordance with the TIRZ No. 3 creation ordinance, the budget will be approved by City Council before it becomes effective.

## Budget

**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. FY27 TIRZ3 Income Statement

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

|                                      | FY25<br>Actuals | FY26<br>Adopted<br>Budget | FY26<br>Current<br>Budget | FY26<br>Projections | FY27<br>Base<br>Budget | Changes | FY27<br>Budget |
|--------------------------------------|-----------------|---------------------------|---------------------------|---------------------|------------------------|---------|----------------|
| <b>REVENUES</b>                      |                 |                           |                           |                     |                        |         |                |
| Incremental Property Taxes - County  | \$ 1,024,781    | \$ 1,094,577              | \$ 1,094,577              | \$1,086,194         | \$1,097,643            | -       | \$1,097,643    |
| Incremental Property Taxes - City    | 925,836         | 1,021,248                 | 1,021,248                 | 1,002,278           | 1,073,852              | -       | 1,073,852      |
| Interest Income                      | 6,257           | 1,500                     | 1,500                     | 1,750               | 1,750                  | -       | 1,750          |
| Total Revenues                       | 1,956,874       | 2,117,325                 | 2,117,325                 | 2,090,222           | 2,173,245              | -       | 2,173,245      |
| <b>EXPENDITURES</b>                  |                 |                           |                           |                     |                        |         |                |
| Legal Services                       | -               | 41,541                    | 41,541                    | 41,541              | 43,930                 | -       | 43,930         |
| Admin Services                       | 16,177          | 806                       | 806                       | 806                 | 22,812                 | -       | 22,812         |
| Assignment to IRD- TIRZ Revenue Fund | 1,917,326       | 2,074,978                 | 2,074,978                 | 2,048,418           | 2,129,780              | -       | 2,129,780      |
| Total Expenditures                   | 1,933,503       | 2,117,325                 | 2,117,325                 | 2,090,765           | 2,196,522              | -       | 2,196,522      |
| Fund Balance - Beginning             | 1,288           | 24,660                    | 24,660                    | 24,660              | 24,117                 | -       | 24,117         |
| Revenues Over/(Under) Expenditures   | 23,371          | -                         | -                         | (543)               | (23,277)               | -       | (23,277)       |
| Fund Balance - Ending                | \$ 24,660       | \$ 24,660                 | \$ 24,660                 | \$24,117            | \$840                  | -       | \$840          |