



TAX INCREMENT REINVESTMENT ZONE No. 1

AGENDA

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

FRIDAY, SEPTEMBER 3, 2021

TAX INCREMENT REINVESTMENT ZONE NO. ONE

CANE ROOM 161

<https://youtu.be/uD7sXuQ0YWA>

8:00 AM

I. ATTENTION

- A.** *Members of the City Council, Board and/or Commission may participate in deliberations of posted agenda items through videoconferencing 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://youtu.be/uD7sXuQ0YWA>.

II. CALL TO ORDER

III. PUBLIC COMMENT

- A. Option 1:** Members of the public desiring to submit written comments to be read during the Public Comment or Public Hearing portions of the meeting, will be allowed to submit their comments to the Office of the City Secretary (citysec@sugarlandtx.gov). Written/e-mailed comments must be received by 4:00 p.m., Thursday, September 2, 2021. The City of Sugar Land reserves the right to remove any written/mailed comments deemed inappropriate or not adhering to the public comment rules outlined in this notice. The City reserves the right to not read any comments containing -

- Links to for-profit sites
- Advertising
- Promotion of illegal activities
- Sexual oriented/explicit comments and sites
- Information promoting discrimination/harassment
- Political/religious rhetoric, advocacy, or commentary

Members of the public desiring to participate virtually during the set/posted time of the Public Comment or Public Hearing must e-mail (citysec@sugarlandtx.gov) or call ((281) 275-2730) the Office of the City Secretary by 4:00 p.m., Thursday, September 2, 2021. Once properly registered, the Office of the City Secretary will provide instructions for direct participation during the Public Hearing.

Option 2: Citizens who desire to address the City Council, Board and/or Commission in person with regard to matters on the agenda 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 three (3) minutes, and speakers requiring a translator will have six minutes, regardless of the number of agenda items to be addressed. Comments or discussion by the 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. Consideration of and action on the minutes of the June 4, 2021 meeting.

Thomas Harris III, City Secretary

V. BUDGET

- A. Consideration of and action on a recommendation to amend the Fiscal Year 2021 budget to projections; and adopt the proposed Fiscal Year 2022 Budget, to the Mayor and Members of City Council.

Jennifer Brown, Director of Finance

VI. ANNUAL ETHICS TRAINING

- A. 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

TAX INCREMENT REINVESTMENT ZONE NO. ONE RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION AT ANY TIME DURING THE COURSE OF THIS MEETING TO DISCUSS ANY OF THE MATTERS LISTED ABOVE, AS AUTHORIZED BY TEXAS GOVERNMENT CODE, SECTION 551.071 (CONSULTATION WITH ATTORNEY).

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 FORTY-EIGHT (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 (WWW.SUGARLANDTX.GOV) UNDER MEETING AGENDAS.

Posted on this 27th day of August, 2021 at 4:25 p.m.





**TAX INCREMENT REINVESTMENT ZONE NO. 1
SEPTEMBER 3, 2021**

AGENDA REQUEST NO: IV.A.

AGENDA OF: TIRZ 1

INITIATED BY: *Thomas Harris III, City Secretary*

PRESENTED BY: *Thomas Harris III, City Secretary*

RESPONSIBLE DEPARTMENT: City Secretary

AGENDA CAPTION:

Consideration of and action on the minutes of the June 4, 2021 meeting.

RECOMMENDED ACTION:

Consider the minutes of the June 4, 2021 meeting.

EXECUTIVE SUMMARY:

Consider the minutes of the June 4, 2021 meeting.

BUDGET

EXPENDITURE REQUIRED:

CURRENT BUDGET:

ADDITIONAL FUNDING:

FUNDING SOURCE:

ATTACHMENTS:

Description

▣ 060421tirz1_minutes

Type

Other Supporting Documents



TAX INCREMENT REINVESTMENT ZONE NO. 1

MINUTES

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

FRIDAY, JUNE 4, 2021

TAX INCREMENT REINVESTMENT ZONE NO. ONE

<https://youtu.be/oaWOHbomcho>

8:00 AM

QUORUM PRESENT

All members were present except Director Jameson.

I. ATTENTION:

- A. *City of Sugar Land will limit meetings to City of Sugar Land Staff and Essential Personnel in order to limit the spread of COVID-19. Members of the City Council, Board and/or Commission may participate in deliberations of posted agenda items through telephonic/videoconferencing means. Audio/Video of open deliberations will be available for the public to hear/view, and recorded as per the Texas Open Meetings Act.*

The meeting will live stream at <https://youtu.be/oaWOHbomcho>.

Members of the public desiring to submit written comments to be read during the Public Comment and/or Public Hearing portions of the meeting, will be allowed to submit their comments to the Office of City Secretary (citysec@sugarlandtx.gov). Written/e-mailed comments must be received by 3:00 p.m., Thursday, June 3, 2021. The City of Sugar Land reserves the right to remove any written/e-mailed comments deemed inappropriate and/or not adhering to the public comment rules outlined in this notice. The City reserves the right to not read any comments containing-

- Links to for-profit sites*
- Advertising*
- Promotion of illegal activities*
- Sexual oriented/explicit comments and sites*
- Information promoting discrimination/harassment*
- Political/religious rhetoric, advocacy, or commentary*

Members of the public desiring to participate during the set/posted time of the Public Comment and/or Public Hearing must e-mail (citysec@sugarlandtx.gov) or call ((281) 275-2730) the Office of the City Secretary by 3:00 p.m., Thursday, June 3, 2021. Once properly registered, the Office of the City Secretary will provide instructions for direct participation during the Public Comment and/or Public Hearing.

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

II. CALL TO ORDER

III. PUBLIC COMMENT

- A. Citizens who desire to address the City Council, Board and/or Commission with regard to matters on

the agenda will be read and/or received at this time. Members of the public desiring to make comments during this portion of the meeting will be allowed to submit their comments (as outlined above) to the Office of the City Secretary (citysec@sugarlandtx.gov). Written/e-mailed comments and/or requests to participate during this portion of the meeting must be received by 3:00 p.m. on Thursday, June 3, 2021. The City of Sugar Land reserves the right to remove any written/e-mailed comments deemed inappropriate (as outlined above) and/or not related to matters posted on the agenda. Comments or discussion by the City Council, Board, and/or Commission Members, will only be made at the time the subject is scheduled for consideration.

No member of the public addressed the Board.

IV. MINUTES

- A.** Consideration of and action on the minutes of the December 4, 2020 meeting.

A motion to **Approve**, Item IV-A Minutes, was made by Robert Sawchuk and seconded by Malvern Lusky, the motion **Passed**.

Ayes: Bogard, Ford, Khan, Lusky, Richard, Sawchuk, Smithers

Absent: Jameson

V. ORIENTATION

- A.** Review of and discussion on purpose, roles, responsibilities, and functions of the Tax Increment Reinvestment Zone No. One.

Cam Yearty, Public Private Partnership Manager

Cam Yearty, Public Private Partnership Manager, gave a presentation, comments and answered questions from the Board.

VI. ELECTION OF OFFICERS

- A.** Consideration of and action on election of a Vice Chairman, and other officers as deemed necessary.

Cam Yearty, Public Private Partnership Manager

Cam Yearty, Public Private Partnership Manager, gave a presentation, comments, and answered questions from the Board.

A motion to **Approve**, Item VI-A Tax Increment Reinvestment Zone No. 1 appointing Laura Richard as Vice Chairman, was made by Donald Smithers and seconded by Allen Bogard, the motion **Passed**.

Ayes: Bogard, Ford, Khan, Lusky, Richard, Sawchuk, Smithers

Absent: Jameson

VII. SUGAR LAND TOWN SQUARE POA CONTRACT

- A.** Consideration of and action on the Fiscal Year 2021 Plaza Events annual payment, in the amount of \$250,000.00, to Sugar Land Property Owners Association, Inc.; and request expenditures, in the amount of \$250,000.00, for Sugar Land Property Owners Association, Inc. events in the Fiscal Year 2022 budget.

Taylor Scott, Marketing and Event Manager, Sugar Land Town Square; and Wende Lewis-Buckley, Managing Director, Planned Community Developers Ltd.

Taylor Scott, Marketing and Event Manager, Sugar Land Town Square gave a presentation, comments and answered questions from the Board.

Wende Lewis-Buckley, Managing Director, Planned Community Developers, Ltd. gave a presentation,

comments and answered questions from the Board.

A motion to **Approve**, Item VII-A The Fiscal Year 2021 Plaza Events Annual Payment, in the amount of \$250,000.00, to Sugar Land Property Owners Association, Inc.; and request expenditures, in the amount of \$250,000.00, for Sugar Land Property Owners Association, Inc., events in the Fiscal Year 2022 budget, was made by Malvern Lusky and seconded by Robert Sawchuk, the motion **Passed**.

Ayes: Bogard, Ford, Khan, Lusky, Richard, Sawchuk, Smithers

Absent: Jameson

VIII. DEVELOPMENT UPDATE

- A.** Review of and discussion on the 2020 Tax Increment Reinvestment Zone No. One Development Update and Economic Performance Report.

Cam Yearty, Public Private Partnership Manager

Cam Yearty, Public Private Partnership Manager, gave a presentation, comments and answered questions from the Board.

IX. ADJOURNMENT

A motion to **Approve**, Adjournment 9:04 A.M., was made by Malvern Lusky and seconded by Laura Richard, the motion **Passed**.

Ayes: Bogard, Ford, Khan, Lusky, Richard, Sawchuk, Smithers

Absent: Jameson

Donald Smithers, Chairman





**TAX INCREMENT REINVESTMENT ZONE NO. 1
SEPTEMBER 3, 2021**

AGENDA REQUEST NO: V.A.

AGENDA OF: TIRZ 1

INITIATED BY: *Jennifer Brown, Director of Finance*

PRESENTED BY: *Jennifer Brown, Director of Finance*

RESPONSIBLE DEPARTMENT: Budget

AGENDA CAPTION:

Consideration of and action on a recommendation to amend the Fiscal Year 2021 budget to projections; and adopt the proposed Fiscal Year 2022 Budget, to the Mayor and Members of City Council.

RECOMMENDED ACTION:

Consideration and approval of amendment to FY21 budget to projections and approval and recommendation of a FY22 budget to City Council.

EXECUTIVE SUMMARY:

Each year, the Board will adopt a budget for the upcoming fiscal year, which runs from October 1st to September 30th. 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 2021

Fiscal Year 2021 revenues are projected to come in at \$1,855,394, which is \$150,312 less than budgeted based on participation payments made to date and expected refunds due to lawsuits. Expenditures are projected at \$1,950,602; lower than the budgeted amount by \$125,063 due to a reduced assignment to the SLDC to offset the decrease in assigned revenues. The ending fund balance is expected to be \$4,636.

Fiscal Year 2022

Fiscal Year 2022 total revenues are estimated at \$2,031,964 including interest income. The property tax revenues are based on the following incremental values and proposed tax rates for the participating entities:

Taxing Entity	Total Net Assessed Value*	Base Value	Incremental Value	Tax Rates**	Tax Increment at 99.5%
City of Sugar Land	\$221,663,149	\$5,570,200	\$216,092,949	\$0.34650	\$ 745,018
Fort Bend County	220,087,291	\$5,570,200	\$214,517,091	\$0.45280	966,477
LID #2	\$ 221,663,149	\$5,570,200	\$216,092,949	\$0.14900	320,369

**Total Net Assessed Values for City and LID #2 based on City's certified grand total tax roll while County is based on the County's certified grand total tax roll due to the City and County having different exemptions and abatements.*

*** City, County, and LID #2 tax rates are proposed rates and may be subject to change pending adoption / approval by the governing body.*

The proposed budget for FY22 includes operating expenditures that cover contractual services, support services, and insurance. Also included are the annual plaza event payments to the Town Square Property Owners Association (POA) and to the City's Parks and Recreation Department.

The POA is required to provide an annual update of events and the next year's plan prior to receiving the \$250,000 allocation from the TIRZ. During the budget presentation, the Parks Department will provide an overview of planned City-sponsored Town Square plaza events to meet their annual contract requirements. Finally, the proposed FY22 budget also includes expenditures for assignments to the SLDC and SL4B Corporations to support debt issued for Town Square infrastructure and a portion of the Texas Garage.

Expenditure	Proposed Amount
Operating Expenses	
Insurance	\$ 1,896
Contractual Services	130
Support Services	2,594
Plaza Events	

Town Square POA Plaza Events	\$ 250,000
City-Sponsored Plaza Events	70,000
Corporation Assignments	
SLDC	\$1,500,000
SL4B	146,863
TOTAL	\$ 1,971,483

The FY22 proposed budget shows an ending fund balance of \$65,117, which is an increase of \$60,481 from the beginning fund balance. Depending on final adopted tax rates, actual revenues from participating entities may differ from the estimated amounts shown.

Staff recommends amending the FY21 budget to projections and approval of the FY22 budget as proposed. The budget must be approved by City Council before it becomes effective.

BUDGET

EXPENDITURE REQUIRED:

CURRENT BUDGET:

ADDITIONAL FUNDING:

FUNDING SOURCE:

ATTACHMENTS:

Description	Type
☐ Income Statement	Contracts

CITY OF SUGAR LAND
TAX INCREMENT REINVESTMENT ZONE No. 1
INCOME STATEMENT

	FY20 Actuals	FY21 Current Budget	FY21 Projections	FY22 Base Budget	FY22 Changes	FY22 Budget
REVENUES						
Property Taxes	\$ 1,717,993	\$ 2,003,706	\$ 1,855,344	\$ 2,031,864	\$ -	\$ 2,031,864
Interest Income	1,768	2,000	50	100	-	100
Total Revenues	1,719,761	2,005,706	1,855,394	2,031,964	-	2,031,964
EXPENDITURES						
Insurance	1,896	1,896	1,804	1,896	-	1,896
Town Square POA Events	250,000	250,000	250,000	250,000	-	250,000
Contractual Services	1,000	100	128	130	-	130
Support Services Reimb	8,370	8,370	8,370	2,594	-	2,594
Operating Expenditures	261,266	260,366	260,302	254,620	-	254,620
Plaza Events - Transfer to General Fund	70,000	170,000	170,000	70,000	-	70,000
Assignment to SLDC/SL4B	1,406,886	1,645,300	1,520,300	1,646,863	-	1,646,863
Non-Operating Expenditures	1,476,886	1,815,300	1,690,300	1,716,863	-	1,716,863
Total Expenditures	1,738,152	2,075,666	1,950,602	1,971,483	-	1,971,483
Revenues Over/(Under) Expenditures	(18,391)	(69,960)	(95,208)	60,481	-	60,481
Fund Balance - Beginning	118,235	99,844	99,844	4,636	-	4,636
Fund Balance - Ending	\$ 99,844	\$ 29,884	\$ 4,636	\$ 65,117	\$ -	\$ 65,117



**TAX INCREMENT REINVESTMENT ZONE NO. 1
SEPTEMBER 3, 2021**

AGENDA REQUEST NO: VI.A.

AGENDA OF: TIRZ 1

INITIATED BY: *Jon Soriano, Economic Development Coordinator*

PRESENTED BY: *Meredith Riede, City Attorney*

RESPONSIBLE DEPARTMENT: Economic Development

AGENDA CAPTION:

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

RECOMMENDED ACTION:

Receive annual ethics training.

EXECUTIVE SUMMARY:

In September 2015, the City Council adopted Resolution No. 15-24, creating a City policy that establishes procedures for the City Boards, Commissions, and Committees. Tax Increment Reinvestment Zone Number One is subject to this policy. The policy outlines a requirement for all Board directors to receive an annual ethics training, provided by the City Attorney. This presentation fulfills that requirement.

BUDGET

EXPENDITURE REQUIRED: N/A

CURRENT BUDGET: N/A

ADDITIONAL FUNDING: N/A

FUNDING SOURCE:N/A

ATTACHMENTS:

Description	Type
▣ Annual Ethics Training Presentation	Presentation

Annual Ethics Training for TIRZ Boards



Ethics



images are the property of Hasbro





What am I required to do?
What happens if I don't?





Local Government Code chapter 171

Local Government Code chapter 176

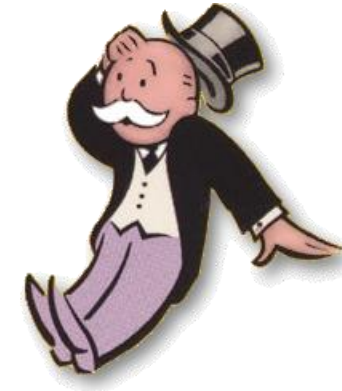


Local Government Code Chapter 171

REGULATION OF CONFLICTS OF INTEREST OF OFFICERS OF MUNICIPALITIES, COUNTIES, AND CERTAIN OTHER LOCAL GOVERNMENTS



What am I prohibited from doing?



- Failing to file an affidavit and abstain from voting on matters in which you have a Substantial Interest
- Acting as surety for a business entity that has work, business, or a contract with the TIRZ





Substantial Interest in a business entity

You have a Substantial Interest in a business entity if you, your spouse, your parent or your child:

- Own 10% or more of the voting stock, shares or fair market value
- Own \$15,000 or more of the fair market value
- Received funds from the business entity exceeding 10% of your gross income for the previous year

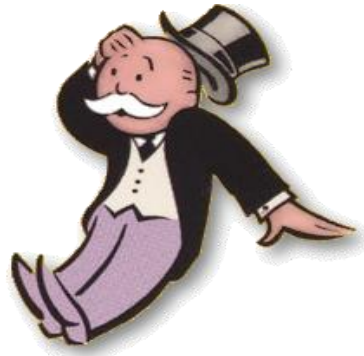




Substantial Interest in real property

You have a Substantial Interest in real property if you, your spouse, your parent, or your child's interest is an equitable or legal ownership with a fair market value of \$2,500 or more





What do I do if I have a Substantial Interest?

- File an affidavit stating the nature and extent of your interest in the matter
- Abstain from participation in, discussion of and vote on the matter
- Affidavit must be filed PRIOR to discussion or vote on the matter





What happens if I don't comply?





- Class A Misdemeanor
- A fine not to exceed \$4,000
- Confinement in jail for up to 1 year
- Both a fine and confinement



Local Government Code Chapter 176

DISCLOSURE OF CERTAIN RELATIONSHIPS BETWEEN LOCAL GOVERNMENT OFFICERS AND VENDORS



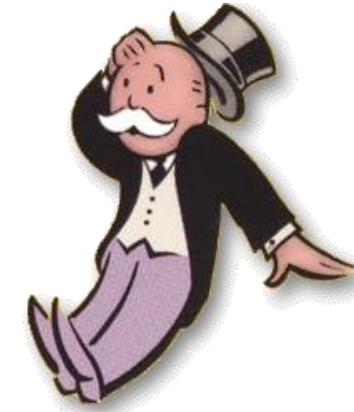
What am I required to do?



- File a Conflicts Disclosure Statement reporting certain business relationships and receipt of certain gifts
- Statement must be filed not later than 5 pm on the 7th business day after the date you become aware of the Conflict or received the gift



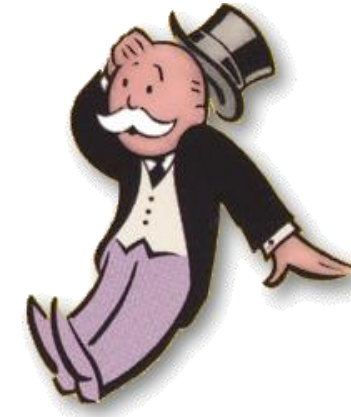
When must I disclose Business Relationships?



- When you are related to the vendor within the 3rd degree by blood or 2nd degree by marriage
- When you or a family member receive taxable income equal or greater than \$2,500 during the 12 month period prior to your becoming aware that a contract has been considered or entered into by the TIRZ



When must I disclose Gifts?



- When the cumulative value of Gifts received from the vendor reaches \$100
- Gifts include lodging, transportation and entertainment
- Gifts also include food when the vendor is not present





What happens if I don't comply?





- Class C misdemeanor
- Contract could be declared void





Questions





Thank you for your time

