



CITY OF ALVARADO
County of Johnson
State of Texas
09/15/2025
City Council Minutes

The City Council of the City of Alvarado met in a Regular Called Session on Monday, September 15, 2025, at 6:30 p.m. The following were present:

Name	Title	Present	Absent	Excused
Jacob Wheat	Mayor	✓		
Carrie Keeton	Council Ward 1	✓		
Beverly Short	Council Ward 1	✓		
Lydia Moon	Council Ward 2	✓		
Cherry Bryant	Council Ward 2	✓		
Scott Arthur	Council Ward 3	✓		
Kevin Thomas	Mayor Pro-Tem Ward 3	✓		

Others Present:

Paul DeBuff	City Manager
Bobbie Jo Taylor	City Secretary
Beth Walls	Director of Human Resources
Ashley Dierker	City Attorney
Donielle Suber	Director of Administrative Services
Laura Cox	Chief Financial Officer
Hillary Cromer	Director of Economic Development
Justin French	Community Development Director
John Rodgers	Fire Chief
Anthony Tucker	Park Superintendent
Ben Moore	Assistant Police Chief
Michael Dwigins	Public Works Director
Gus Chavarria	City Engineer
Ryan Edgar	Finance Manager
Chelsea Goodwin	Events Manager
Precious Moore	Library Director
Adam Sharp	Fire Marshal
Tom Griffith	Deputy City Marshal
David Fain	Interim Director of Public Services

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Mayor Jacob Wheat called the meeting to order at 6:30 p.m. and led the invocation.

PLEDGE OF ALLEGIANCE

CITIZEN PARTICIPATION AND PUBLIC INPUT

- Jameye Jones - Upcoming community events.
- Jim South - In support of roadway improvements.

COUNCIL COMMENTS

No comments at this time.

EMPLOYEE RECOGNITION

1. Retired Fire Captain Archie Gerbine (Rodgers)

The City Council, City Staff, and the City of Alvarado Fire Department honored retiring Fire Captain Archie Gerbine.

INTRODUCTION OF NEW EMPLOYEES

New employees, David Fain and Chelsea Goodwin, were introduced to City Council.

CONSENT AGENDA

- 2. August 18, 2025, City Council Minutes. (Taylor)**
- 3. September 4, 2025, City Council Minutes, Special Called Budget Workshop. (Taylor)**
- 4. Ordinance No. 2025-0022; An Ordinance amending Division 5, "Speed Limits," of Article II, "Traffic Regulations," of Chapter 38, "Traffic and Vehicles," of the Code of Ordinances, City of Alvarado, Texas, by amending Section 38-129, "School Zones," by modifying the school zone along a portion of FM 1807/Davis Avenue; directing the City manager to indicate the school zone location and times with appropriate signage; providing that this ordinance shall be cumulative of all ordinances; providing a severability clause; providing a penalty clause; providing a savings clause;**

providing for publication in the official newspaper; and providing an effective date. (Suber)

- 5. First reading of City of Alvarado - Resolution R2025-0036; A Resolution of the City of Alvarado, Texas, approving the Alvarado Economic Development Corporation's authorization of a \$15,000 economic development incentive for Leap of Faith and ratifying the Board's direction for the Economic Development Director and/or City Manager to negotiate and execute the agreement. (Cromer)**
- 6. Fiscal Year 2025/2026 Johnson County Emergency Service District #1 Contract. (Rodgers)**

Mayor Wheat requested item 4 be removed for individual consideration.

Councilmember Moon requested item 5 be removed for individual consideration.

Councilmember Moon motioned to approve all other consent agenda items.

Councilmember Keeton seconded the motion.

No opposition, No abstentions

Vote: Motion passed 6-0

The following items were discussed and considered individually.

- 4. Ordinance No. 2025-0022; An Ordinance amending Division 5, "Speed Limits," of Article II, "Traffic Regulations," of Chapter 38, "Traffic and Vehicles," of the Code of Ordinances, City of Alvarado, Texas, by amending Section 38-129, "School Zones," by modifying the school zone along a portion of FM 1807/Davis Avenue; directing the City manager to indicate the school zone location and times with appropriate signage; providing that this ordinance shall be cumulative of all ordinances; providing a severability clause; providing a penalty clause; providing a savings clause; providing for publication in the official newspaper; and providing an effective date. (Suber)**

Administrative Services Director Donielle Suber advised that the Alvarado Independent School District has opted not to utilize Alvarado Elementary South, located at 1000 E. Davis Avenue, for instructional purposes during the 2025–26 school year.

As a result, the staff has requested a realignment of the School Zone for Alvarado Intermediate School, located at 1401 E. Davis Avenue (FM 1807). The proposed adjustment would eliminate the existing School Zone associated with Alvarado Elementary South and shorten the School Zone near Alvarado Intermediate School

accordingly.

Councilmember Bryant motioned to approve Ordinance No. 2025-0022; An Ordinance amending Division 5, "Speed Limits," of Article II, "Traffic Regulations," of Chapter 38, "Traffic and Vehicles," of the Code of Ordinances, City of Alvarado, Texas, by amending Section 38-129, "School Zones," by modifying the school zone along a portion of FM 1807/Davis Avenue; directing the City manager to indicate the school zone location and times with appropriate signage; providing that this ordinance shall be cumulative of all ordinances; providing a severability clause; providing a penalty clause; providing a savings clause; providing for publication in the official newspaper; and providing an effective date as amended.

Councilmember Moon seconded the motion.

No opposition, No abstentions

Vote: Motion passed Unanimously

- 5. First reading of City of Alvarado - Resolution R2025-0036; A Resolution of the City of Alvarado, Texas, approving the Alvarado Economic Development Corporation's authorization of a \$15,000 economic development incentive for Leap of Faith and ratifying the Board's direction for the Economic Development Director and/or City Manager to negotiate and execute the agreement. (Cromer)**

Economic Development Director Hillary Cromer provided a brief overview of the Leap of Faith incentive to the City Council, noting that Leap of Faith is an upcoming upscale resale shop planning to open at 200A N. Parkway Drive, Alvarado, TX 76009.

Although the business has not yet opened, it has already acquired \$30,000 in inventory. Leap of Faith will offer clothing, houseware items, and small furniture and is expected to employ four individuals upon opening..

NEW BUSINESS

- 7. Public Hearing on the fiscal year 2026 Annual Operating Budget beginning October 1, 2025, and ending September 30, 2026. (Cox)**

Mayor Wheat opened the public hearing at 7:00 p.m.

Chief Financial Officer Laura Cox presented the Fiscal Year 2026 Annual Operating Budget. Ms. Cox explained that the City's budget process began in April, with departments submitting base budget and supplemental funding requests to the Finance Department.

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The City Manager met with departments throughout June, July, and August to review and discuss projected revenues and expenditures.

In compliance with Local Government Code §102.006, Ms. Cox noted that the public hearing provides an opportunity for interested persons to comment on and discuss the proposed budget prior to its adoption.

Mayor Wheat closed the public hearing at 7:12 p.m.

8. **Consideration and action to hold a roll call vote related to the City of Alvarado - Ordinance No. 2025-0020; an Ordinance of the City of Alvarado, Texas adopting the budget for the fiscal year beginning October 1, 2025, and ending September 30, 2026; appropriating resources for each department, project, operation, activity, purchase account, and other expenditures; providing for emergency expenditures as allowed by applicable state law; providing for the filing and posting of the budget as required by state law; providing for the filing and posting of the budget as required by state laws; providing a severability clause; providing an effective date. (Cox)**

Councilmember Moon motioned to approve City of Alvarado - Ordinance No. 2025-0020; an Ordinance of the City of Alvarado, Texas adopting the budget for the fiscal year beginning October 1, 2025, and ending September 30, 2026; appropriating resources for each department, project, operation, activity, purchase account, and other expenditures; providing for emergency expenditures as allowed by applicable state law; providing for the filing and posting of the budget as required by state law; providing for the filing and posting of the budget as required by state laws; providing a severability clause; providing an effective date.

Councilmember Short seconded the motion.
A roll-call vote of the Council followed.

Scott Arthur – Yes
Cherry Bryant – Yes
Beverly Short – Yes
Carrie Keeton – Yes
Lydia Moon – Yes
Kevin Thomas – Yes
Vote: Motion Passed 6-0

9. **Public Hearing on the proposed tax rate of \$0.806010 per \$100; fixing and levying municipal ad valorem taxes on all taxable property within the corporate limits of the City of Alvarado, Texas for the fiscal year beginning October 1, 2025, and ending September 30, 2026. (Cox)**

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Mayor Wheat opened the public hearing at 7:15 p.m.

Chief Finance Officer Laura Cox reviewed the proposed tax rate of \$0.806010 with the City Council.

Mayor Wheat closed the public hearing at 7:16 p.m.

- 10. Consideration and action to hold a roll call vote related to the City of Alvarado - Ordinance No. 2025-0021; an Ordinance of the City of Alvarado, Texas affixing and levying municipal ad valorem taxes on all taxable property within the corporate limits of the City of Alvarado, Texas for the fiscal year beginning October 1, 2025, and ending September 30, 2026, and for each year thereafter until otherwise provided, at the rate of \$0.806010 per one hundred dollars (\$100.00), and for directing the assessment thereof; providing for a date on which such taxes become due and delinquent together with penal ties and interest thereon; providing for place of payment; providing for approval of the tax rolls presented to the City Council; providing for repealing, savings, and severability clauses; providing for an effective date. (Cox)**

Councilmember Moon motioned to approve City of Alvarado - Ordinance No. 2025-0021; an Ordinance of the City of Alvarado, Texas affixing and levying municipal ad valorem taxes on all taxable property within the corporate limits of the City of Alvarado, Texas for the fiscal year beginning October 1, 2025, and ending September 30, 2026, and for each year thereafter until otherwise provided, at the rate of \$0.806010 per one hundred dollars (\$100.00), and for directing the assessment thereof; providing for a date on which such taxes become due and delinquent together with penal ties and interest thereon; providing for place of payment; providing for approval of the tax rolls presented to the City Council; providing for repealing, savings, and severability clauses; providing for an effective date.

Councilmember Keeton seconded the motion.
A roll-call vote of the Council followed.

Scott Arthur – Yes
Cherry Bryant – Yes
Beverly Short – Yes
Carrie Keeton – Yes
Lydia Moon – Yes
Kevin Thomas – Yes
Vote: Motion Passed 6-0

- 11. Consideration and action related to taking a roll call vote to ratify the City of Alvarado Tax Rate of \$0.806010 per \$100.00 reflected in the City of Alvarado**

budget approved for the fiscal year beginning October 1, 2025, and ending September 30, 2026, in accordance with Texas Local Government Code Section 102.007. (Cox)

Councilmember Moon motioned to ratify the City of Alvarado Tax Rate of \$0.806010 per \$100.00 reflected in the City of Alvarado budget approved for the fiscal year beginning October 1, 2025, and ending September 30, 2026, in accordance with Texas Local Government Code Section 102.007.

Mayor Pro Tem Thomas seconded the motion.
A roll-call vote of the Council followed.

Scott Arthur – Yes
Cherry Bryant – Yes
Beverly Short – Yes
Carrie Keeton – Yes
Lydia Moon – Yes
Kevin Thomas – Yes
Vote: Motion Passed 6-0

- 12. Consideration and action related to the second reading of Resolution R2025-0035; A Resolution of the City of Alvarado, Texas, approving the Alvarado Economic Development Corporation's authorization of a \$150,000 economic development incentive for United Southwest Components and ratifying the Board's direction for the Economic Development Director and/or City Manager to negotiate and execute the agreement. (Cromer)**

Economic Development Director Hillary Cromer presented the second reading of Resolution R2025-0035, authorizing an incentive agreement for United Southwest Components (USWC).

Ms. Cromer reported that United Southwest Components established operations in Alvarado on September 1, 2025, and currently employs 37 full-time individuals. The company is experiencing rapid growth and, in preparation for its expansion, plans to construct a new laydown yard.

In accordance with City Code requirements, the project must include the installation of fencing and landscaping, along with a topography survey, engineered drainage plan, and engineered construction plans. USWC anticipates an estimated project cost of approximately \$300,000.

Ms. Cromer further advised that on August 28, the Alvarado Economic Development Board approved authorizing the Economic Development Director and/or City Manager to negotiate and execute an agreement providing a \$150,000 incentive. The Board

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determined that the request aligns with the EDC's mission to support existing businesses and promote job creation and retention in Alvarado.

Councilmember Moon motioned to approve Resolution R2025-0035 authorizing the Alvarado Economic Development Corporation's \$150,000 economic development incentive for United Southwest Components, and ratifying the Board's direction for the Economic Development Director and/or City Manager to negotiate and execute the agreement.

Councilmember Keeton seconded the motion.

No opposition, No abstentions

Vote: Motion passed Unanimously

- 13. Public Hearing, consideration and action related to Ordinance No. 2025-0019; An Ordinance of the City of Alvarado, Texas, potentially approving a Specific Use Permit in the General Commercial (C-2) District with the Floodplain (FP) Overlay District for secondhand store uses on 0.204 acres known as tract 110 of the I. Glaze Survey, A-313, addressed at 200 N. Parkway Drive; an application of Judy Frazier on behalf of Alvarado Old Pueblo Ltd. (Leap of Faith) (French)**

Mayor Wheat opened the public hearing at 7:25 p.m.

Community Development Director Justin French explained that the Future Land Use (FLU) Map within the Alvarado Comprehensive Plan designates the subject site for Interstate Business, which generally includes big box retail and lifestyle shopping centers. This type of development is intended to increase non-residential tax revenue for the City and attract both residents and visitors. Mr. French noted that the use is consistent with the Comprehensive Plan.

Councilmember Moon motioned to approve Ordinance No. 2025-0019; An Ordinance of the City of Alvarado, Texas, approving a Specific Use Permit in the General Commercial (C-2) District with the Floodplain (FP) Overlay District for secondhand store uses on 0.204 acres known as tract 110 of the I. Glaze Survey, A-313, addressed at 200 N. Parkway Drive; an application of Judy Frazier on behalf of Alvarado Old Pueblo Ltd. (Leap of Faith)

Councilmember Arthur seconded the motion.

No opposition, No abstentions

Vote: Motion passed Unanimously

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14. Consideration and action related to the appointment of a Committee to draft a Policy for approval of a City of Alvarado Code of Conduct and Ethics Policy for Council, Boards, and Commission Members. (Wheat)

Mayor Wheat requested that the City Council appoint a committee to draft a policy that would establish a Code of Conduct and Ethics Policy for City Council Members as well as other boards and commissions in the City of Alvarado.

Councilmember Short motioned to appoint Mayor Wheat, Mayor Pro Tem Thomas, and Councilmember Arthur to draft a policy for approval of a City of Alvarado Code of Conduct and Ethics Policy for Council, Boards, and Commission Members.

Seconded by Councilmember Arthur

No opposition, No abstentions

Vote: Motion passed Unanimously

EXECUTIVE SESSION

EXECUTIVE SESSION: Pursuant to the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, the City Council may convene in executive session to deliberate regarding the following matters:

Mayor Wheat adjourned into Executive Session at 7:38 p.m.

15. § 551.071. Consultation with Attorney. The City Council may convene in executive session to conduct a private consultation with its attorney on any legally posted agenda item, when the City Council seeks the advice of its attorney about pending or contemplated litigation, a settlement offer, or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the provisions of Chapter 551, including the following items:

- Any item on the agenda
- Project Avalon
- North Cummings Drive Overlay Project Change Order

16. §551.087. Deliberation Regarding Economic Development Negotiations. To discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or to deliberate the offer of a financial or

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other incentive to a business prospect described by Subdivision (1).

- Project Cayetano

**RECONVENE INTO OPEN SESSION AND TAKE ANY ACTION NECESSARY
PURSUANT TO EXECUTIVE SESSION**

Mayor Wheat adjourned from Executive Session at 8:55 p.m.

Councilmember Keeton made a motion to approve the North Cummings Drive Overlay Project Change Order.

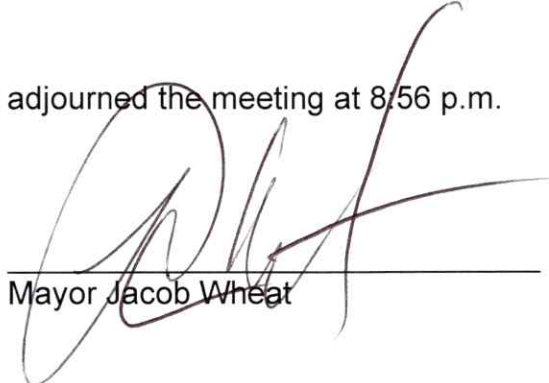
Mayor Pro Tem Thomas seconded the motion.

No opposition, No abstentions

Vote: Motion passed Unanimously

ADJOURNMENT

There being no further business, Mayor Wheat adjourned the meeting at 8:56 p.m.



Mayor Jacob Wheat



Bobbie Jo Taylor, City Secretary

