



CITY OF ALVARADO
County of Johnson
State of Texas
3/16/2026
City Council REGULAR Meeting Minutes

CALL TO ORDER

Roll Call

The City Council of the City of Alvarado met in a REGULAR Session on Monday, March 16, 2026, at 6:30 PM. The following were present:

PRESENT: Councilmember Ward II Cherry Bryant
Councilmember Ward II Lydia Moon
Councilmember Ward I Beverly Short
Mayor Pro Tem Ward III Kevin Thomas
Councilmember Ward I Carrie Keeton

ABSENT: Councilmember Ward III Scott Arthur

OTHERS PRESENT: City Manager, Paul DeBuff
City Secretary, Bobbie Jo Taylor
City Attorney, Jennifer Drysdale
Chief of Police, Teddy May
Fire Chief, John Rodgers
Administrative Services Director, Donielle Suber
Human Resources Manager, Sarah Licitra
Chief Financial Officer, Laura Cox
Director of Economic Development, Hillary Cromer
Community Development Director, Justin French
City Engineer, Gus Chavarria
Director of Public Services, John Harris

INVOCATION

Marty Douglas led the invocation.

PLEDGE OF ALLEGIANCE

CITIZEN PARTICIPATION AND PUBLIC INPUT

This is an opportunity for citizens to address the convened City Council of this meeting on any matter. The presiding officer may ask for the citizen to hold his or her comment on an agenda item until that agenda item is reached. Any response from a member of the convened City Council to comments related to items not on the agenda is limited to a statement of specific factual information, a recitation of existing policy, or direction to staff to place the subject on the agenda for a future meeting. Citizens may obtain a form to speak by requesting it from the City Secretary or the City Marshal prior to the start of the meeting.

- Jameye Jones, Community Events

COUNCIL COMMENTS

Pursuant to LGC Section 551.0415, City Council Members may make a report about items of community interest during a meeting of the governing body without having given notice of the report. Items of community interest include:

- Expressions of thanks, congratulations, or condolence;
- Information regarding holiday schedules;
- An honorary or salutory recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of the person's public office of public employment is not an honorary or salutory recognition for purposes of this subdivision;
- A reminder about an upcoming event organized or sponsored by the governing body;
- Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and
- Announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.
 - Councilmember Keeton announced that she completed the Certified Municipal Officer training through the Texas Municipal League in December 2025.

INTRODUCTION OF NEW EMPLOYEES

- Director of Public Services John Harris was introduced to the City Council.

CONSENT AGENDA

1. **Ordinance No. 2026-0004; An Ordinance of the City of Alvarado, Texas, amending Chapter 2, "Administration", of the City of Alvarado Code by creating a New Article VI, "Code of Ethics and Conduct", establishing a Code of Ethics and Conduct for Elected Officials and Board and Committee Members. (Wheat)**
2. **Resolution No. R2026-0011; A Resolution of the City of Alvarado, Texas, authorizing membership in the Atmos Cities Steering Committee; and authorizing the payment of four cents per capita to the Atmos Cities Steering Committee to fund regulatory and related activities related to Atmos Energy Corporation. (Taylor)**
3. **February 16, 2026, City Council Minutes. (Taylor)**

Councilmember Keeton requested that Item 1 be pulled from the Consent Agenda.

Councilmember Moon moved to approve the remaining items on the consent agenda, with corrections to the minutes.

Councilmember Keeton seconded the motion.

No opposition, No abstentions

Vote: Motion passed unanimously.

The following item was discussed and considered individually:

1. **Ordinance No. 2026-0004; An Ordinance of the City of Alvarado, Texas, amending Chapter 2, "Administration", of the City of Alvarado Code by creating a New Article VI, "Code of Ethics and Conduct", establishing a Code of Ethics and Conduct for Elected Officials and Board and Committee Members. (Wheat)**

The City Council discussed the proposed Ordinance No. 2026-0004, with discussion focusing on standards of professional conduct, ethical decision-making, and accountability for all Council, Board, and Commission members. The proposed

policy addressed topics including respectful communication, conflicts of interest, compliance with applicable laws and regulations, and adherence to the City's governance framework. Following the discussion, the Council agreed to continue the discussion in executive session with the City Attorney.

No action was taken at this time.

NEW BUSINESS

4. Presentation and discussion regarding the Texas Enterprise Zone Program and the potential nomination of a qualifying business located within the City of Alvarado; providing an overview of program requirements, benefits, and nomination process. (Cromer)

Jansen Givens of Ryan, LLC, presented to the City Council on behalf of Sabre Industries regarding the Texas Enterprise Zone Program, administered by the Texas Governor's Office of Economic Development and Tourism. Mr. Givens explained that the program provides state sales and use tax refunds to eligible companies that make significant capital investments and create or retain jobs within their communities. He further advised that participation in the program does not require any financial contribution from the City; however, it does require Council nomination of Sabre Industries for designation within the Texas Enterprise Zone Program.

No action needed at this time.

Mayor Wheat moved item 13 to be discussed and presented prior to item 5.

13. Public hearing, consideration, and action related to Ordinance 2026-0003; an Ordinance adopting the Comprehensive Plan for the City of Alvarado, including the Downtown Master Plan and the Park Master Plan. (French, LJA)

Mayor Wheat continued the public hearing from the previous meeting at 6:54 p.m.

Abra Nusser of LJA Engineering presented the updated Comprehensive Plan to the City Council, including an overview of the Downtown and Parks Master Plans. Ms. Nusser advised that the City received federal grant funding, which enabled the update of these plans for the first time since 2017. She noted that multiple public forums were held to gather community input, with key concerns including traffic and Alvarado's rapid growth.

Don Neilan spoke during the public hearing, addressing traffic concerns.

Mayor Wheat closed the public hearing at 7:20 p.m.

Councilmember Moon motioned to approve Ordinance 2026-0003, an Ordinance adopting the Comprehensive Plan for the City of Alvarado, including the Downtown Master Plan and the Park Master Plan.

Mayor Pro Tem Thomas seconded the motion.

No opposition, No abstentions

Vote: Motion passed unanimously.

The Council returned to Item 5.

5. First Reading of Resolution No. R2026-0004; A Resolution of the City of Alvarado, Texas, authorizing the Alvarado Economic Development Corporation (AEDC) to negotiate and execute an Economic Development Agreement with Empire Investments, LLC., regarding Project Hearth for the development of a restaurant named Empire Steaks and Burgers to 209 E College Ave; providing an effective date; and establishing that this project is a business attraction and downtown revitalization effort. (Cromer)

Economic Development Director Hillary Cromer presented the first reading of Resolution No. R2026-0004, which proposes an Economic Development Agreement with Empire Investment, LLC., for a restaurant, Empire Steaks and Burgers, to establish a location in downtown Alvarado. As this was the first reading of the resolution, no action was taken.

6. Consideration and action related to Resolution No. R2026-0012; A Resolution of the City of Alvarado, Texas; Authorizing the Submission of an Application to the Texas Department of Agriculture for Funding Under the Texas Community Development Block Grant (TxCDBG) Program – Downtown Revitalization (DR) Category. (Cromer)

Hillary Cromer presented the resolution to the City Council, which authorizes the City of Alvarado to submit an application to the Texas Department of Agriculture. Ms. Cromer advised that the purpose of the application is to seek funding for downtown revitalization, which, if awarded, would support infrastructure improvements within the downtown area.

Councilmember Keeton motioned to approve Resolution No. R2026-0012; A Resolution of the City of Alvarado, Texas; Authorizing the Submission of an Application to the Texas Department of Agriculture for funding under the Texas Community Development Block Grant (TxCDBG) Program – Downtown Revitalization (DR) Category.

Councilmember Short seconded the motion.

No opposition, No abstentions

Vote: Motion passed unanimously.

7. First Reading of Resolution No. R2026-0013; A Resolution of the City of Alvarado, Texas, authorizing the Alvarado Economic Development Corporation (AEDC) to negotiate and execute an Economic Development Agreement with Halfie's Rambles, LLC regarding Project Yellow Submarine for the development of a café called Den Chan Cafe to 110 W College Ave; providing an effective date; and establishing that this project is a business attraction and downtown revitalization effort. (Cromer)

Hillary Cromer presented a resolution to the City Council on first reading. The resolution authorizes the City to proceed with negotiations related to Den Chan Cafe, which is proposed to open at 110 W. College Avenue.

No action was taken at this time.

Mayor Wheat adjourned for a short recess at 7:50 p.m.

Mayor Wheat reconvened the City Council meeting at 8:00 p.m.

8. Consideration and action related to Resolution No. R2026-0014; A Resolution of the City Council of the City of Alvarado, Texas, approving a purchase of approximately 0.539 acres of surplus real property identified as Tract No. 2, located at Business Highway 67 (West College Street); and authorizing the City Manager to execute all necessary documents to complete the transaction. (Cromer)

Hillary Cromer presented Resolution No. R2026-0014 to the City Council, explaining that the Texas Department of Transportation has approached the City regarding the potential purchase of a 0.539-acre tract of land located along Business Highway 67. Ms. Cromer advised that the Texas Department of Transportation has declared the property surplus and offered it to the City for purchase.

Councilmember Moon motioned to approve Resolution No. R2026-0014 approving a purchase of approximately 0.539 acres of surplus real property identified as Tract No. 2, located at Business Highway 67 (West College Street); and authorizing the City Manager to execute all necessary documents to complete the transaction.

Mayor Pro Tem Thomas seconded the motion.

No opposition, No abstentions

Vote: Motion passed unanimously.

9. Consideration and action related to Resolution No. R2026-0015; A Resolution of the City Council of the City of Alvarado, Texas, accepting a quitclaim deed from the Texas Department of Transportation (TxDot) conveying any right, title, and interest of the State in approximately 0.718 acres identified as

Tract No. 1, located at Business Highway 35 (N. Parkway Drive); and authorizing the City Manager to execute all necessary documents to complete the transaction. (Cromer)

Hillary Cromer presented a resolution regarding a proposed quitclaim conveyance from the Texas Department of Transportation to the City of Alvarado of a 0.718-acre tract that TxDOT declared to be surplus property.

Councilmember Keeton motioned to approve Resolution No. R2026-0015; accepting a quitclaim deed from the Texas Department of Transportation (TxDot) conveying any right, title, and interest of the State in approximately 0.718 acres identified as Tract No. 1, located at Business Highway 35 (N. Parkway Drive); and authorizing the City Manager to execute all necessary documents to complete the transaction.

Councilmember Short seconded the motion.

No opposition, No abstentions

Vote: Motion passed unanimously.

10. Consideration and action related to the approval of the reconstruction of the Alvarado Boat Ramp. (Chavarria)

Gus Chavarria presented the City Council with an option to approve the reconstruction of the Alvarado Boat Ramp, discussing proposed materials, project area, pricing, and related considerations.

Councilmember Moon motioned to approve the reconstruction of the Alvarado Boat Ramp in an amount not to exceed \$179,435.00.

Councilmember Keeton seconded the motion.

No opposition, No abstentions

Vote: Motion passed unanimously.

11. Consideration and action related to a Development Agreement between Alvarado 228 Development LLC, Avalon Development Group, LLC, and the City of Alvarado for the Chambers Creek Development. (DeBuff, French)

City Manager Paul DeBuff introduced Ted Murphy, who presented a proposed Development Agreement for Avalon Development Group LLC. Mr. Murphy discussed the Chambers Creek development, a ±228-acre master-planned community located adjacent to Alvarado High School, with access from I-35 frontage roads and Maple Avenue.

No action taken.

12. Consideration and action on approving Resolution R2026-0016 of the City Council of the City of Alvarado, Texas, accepting a petition for the creation of the Chambers Creek Public Improvement District within the extraterritorial jurisdiction of the City of Alvarado and calling a public hearing. (DeBuff, French)

Councilmember Moon motioned to approve Resolution R2026-0016 of the City Council of the City of Alvarado, Texas, accepting a petition for the creation of the Chambers Creek Public Improvement District within the extraterritorial jurisdiction of the City of Alvarado and calling a public hearing to be held on April 20, 2026.

Mayor Pro Tem Thomas seconded the motion.

Councilmember Keeton opposed, No abstentions

Vote: Motion passed.

13. Public hearing, consideration, and action related to Ordinance 2026-0003; an Ordinance adopting the Comprehensive Plan for the City of Alvarado, including the Downtown Master Plan and the Park Master Plan. (French, LJA)

Item moved prior to Item 5.

EXECUTIVE SESSION

Mayor Wheat adjourned the meeting into Executive Session at 8:56 p.m.

14. **§ 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.

15. **§ 551.072. Deliberation Regarding Real Property; Closed Meeting.** A governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

- 210 S. Parkway Dr. (Cromer)

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

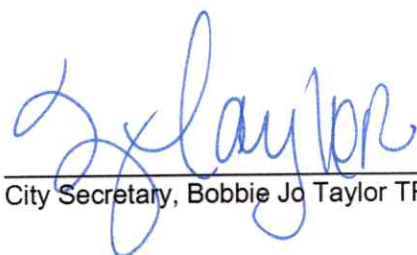
- 203 S. Friou (Cromer)
- Project 200 Maple (Cromer)

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

Mayor Wheat reconvened into open session at 9:37 p.m.

ADJOURNMENT

Mayor Wheat adjourned the meeting at 9:37 p.m.



City Secretary, Bobbie Jo Taylor TRMC, MM

