

Meeting Minutes

Alvarado Economic Development Corporation Board Meeting

Date: August 25, 2025

Location: City Council Chambers, 104 W. College Avenue, Alvarado, Texas 76009

Time: 6:30 P.M.

1. Call to Order

President Martin Douglas called the meeting to order at 6:30 P.M. The following board members were present:

Name	Title	Present	Absent
Tom Durlington	Place 1	✓	
Martin Douglas	Place 2	✓	
Jonathan Webb	Place 3	✓	
Carrie Keeton	Place 4	✓	
Jerry Pritchard	Place 5		✓
Cherry Bryant	Place 6	✓	
Vacant	Place 7		

Staff present:

Hillary Cromer, Economic Development Director

Jessica Hill, Strategic Initiatives Manager

2. Invocation

The invocation was given by Tom Durlington.

3. Pledge of Allegiance

The Pledge of Allegiance was led by Marty Douglas and recited by all present.

4. Citizen Participation and Public Input

No citizens addressed the Board.

5. Board Comments

No Board comments were made.

6. Introduction to New Employees

Jessica Hill, Strategic Initiatives Manager, was introduced to the board by the Economic Development Director, Hillary Cromer. She will serve as support to the Economic Development Department.

7. New Business

1. i. Oath of Office

Jessica Hill administered the Oath of Office to the appointed and reappointed members of the Alvarado Economic Development Corporation Board. No action was required.

2. ii. Consideration and Possible Action to Elect Officer Positions for the Alvarado Economic Development Corporation (AEDC): President, Vice President, Secretary, and Treasurer.

Economic Development Director Hillary Cromer facilitated the election of the following positions.

PRESIDENT:

Motion: Tom Durlington moved to nominate Marty Douglas as President.

Second: Motion seconded by Cherry Bryant.

Vote: Motion carried unanimously, 4–0–1 (Marty Douglas).

VICE PRESIDENT:

Motion: Marty Douglas moved to nominate Tom Durlington as Vice President.

Second: Motion seconded by Carrie Keeton.

Vote: Motion carried unanimously, 4–0–1 (Tom Durlington).

SECRETARY:

Motion: Marty Douglas moved to nominate Carrie Keeton as Secretary.

Second: Motion seconded by Cherry Bryant.

Vote: Motion carried unanimously, 4–0–1 (Carrie Keeton).

TREASURER:

Motion: Marty Douglas moved to table the nomination until the September 2nd meeting.

Second: Motion seconded by Tom Durlington.

Vote: Motion carried unanimously, 5–0.

3. iii. Discussion and review of the draft FY2025-2026 Economic Development Corporation budget, including revenue projections, potential expenditures and funding priorities:

Workshop; no action taken.

Economic Development Director, Hillary Cromer, presented the proposed draft Fiscal Year 2025–2026 budget for the Alvarado Economic Development Corporation.

The board asked for staff to research cost of two Welcome to Alvarado signs to be placed on the North and South bound on Highway I-35W, wished to postpone EDC branding until FY 26-27, and is not interested in moving forward with the Texas Downtown Study. The board would also like to keep reviewing business incentives on a case-by-case basis.

Economic Development Director Hillary Cromer will make the agreed upon changes to the draft budget and present the updated version to the board at the September 2nd meeting.

6. Executive Session

The Board entered Executive Session at 7:12 P.M. pursuant to the following sections of the Texas Government Code:

- § 551.071: Consultation with Attorney (Any item on the agenda)
- § 551.087: Deliberation regarding economic development negotiations (Project Red-C-6)

The Executive Session concluded at 7:34 P.M.

7. Reconvene into Open Session

The Board reconvened into open session at 7:34 P.M. to consider and take action, if any, on items discussed in Executive Session.

i. Project Red-C-6

Consideration and possible action to authorize the Economic Development Director to negotiate and execute the Project Red-C-6 incentive agreement in accordance with the terms discussed in Executive Session.

Motion: Carrie Keeton moved to approve the authorization.

Second: Tom Durlington

Vote: Motion carried unanimously, 5-0.

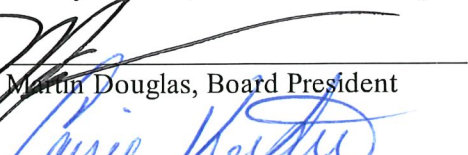
8. Adjournment

With no further business to discuss, the meeting was adjourned at 7:35 P.M.

Respectfully submitted by:



Hillary Cromer, Economic Development Director



Martin Douglas, Board President



Carrie Keeton, Board Secretary