

Meeting Minutes

Alvarado Economic Development Corporation Board Meeting

Date: December 16, 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

Jennifer Drysdale, City Attorney

2. Invocation: The invocation was given by Jonathan Webb.

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: Tom During informed Hillary Cromer that although there are more meetings than in the past, he appreciates the work she is doing.

6. New Business

- i. Update and Discussion on the Food Truck Incubator Program, Including Transition and Plans for Future Participants

The Board President informed the Board that this item would be discussed in Executive Session to receive legal advice from the City Attorney.

- ii. Discussion Regarding Attendance at the ICSC Red River Conference in San Antonio, February 17–19, Including Reassignment of an Available Registration and Lodging Reservation

Jonathan Webb stated that he will review his calendar and follow up with staff regarding the potential use of the existing ICSC conference registration and hotel accommodations.

- iii. Discussion and Possible Action Regarding Review and Selection of the AEDC's 2026 Regular Meeting Schedule

The Economic Development Director, Hillary Cromer, presented the two schedule options listed below:

Schedule Option 1

First Monday of January, April, July, and October (2026)

- January 5, 2026

- April 6, 2026

- July 6, 2026

- October 5, 2026

Holiday Check:

None of these dates fall on a federal holiday. This option also aligns well with City Council timelines and provides sufficient runway to place items on upcoming Council agendas.

Schedule Option 2

Second Monday of January, April, July, and October (2026)

(Adjusted only if a holiday occurs)

- January 12, 2026

- April 13, 2026

- July 13, 2026

- October 12, 2026 → Observed holiday; recommended alternate: October 13, 2026 (Tuesday)

Motion: Cherry Bryant made a motion to approve schedule option 1.

Second: The motion was seconded by Jonathan Webb.

Vote: Motion carried unanimously, 5-0.

7. Executive Session

The Board entered Executive Session at 7:05 P.M. pursuant to the following sections of the Texas Government Code:

- § 551.071: Consultation with Attorney (Any item on the agenda): The Board received legal advice from City Attorney regarding the Food Truck Incubator Program.
- § 551.087: Deliberation regarding economic development negotiations (Project Meatball, Project Massey's BBQ, Project Ascend, Project Inspire)

The Executive Session concluded at 6:40 P.M.

10. Reconvene into Open Session

The Board reconvened into open session at 6:44 P.M. to consider and take action, if any, on items discussed in Executive Session.

iv. Project Massey's BBQ

Jonathan Webb made a motion to approve Project Massey's BBQ and authorize the Economic Development Director and/or City Manager to negotiate and execute all necessary documents to advance the project, consistent with the updated guidance received in executive session.

Second: The motion was seconded by Carrie Keeton.

Vote: Motion carried unanimously, 5-0

v. Project Inspire

Motion: Jonathan Webb made a motion to approve the Corporation's financial participation in Project Inspire through a performance-based rebate funded from the Corporation's sales tax revenues, in an amount and structure consistent with the Board's direction in executive session, and authorize the Economic Development Director and/or City Manager to negotiate and execute all necessary agreements.

Second: The motion was seconded by Tom Durington.

Vote: Motion carried unanimously, 5-0

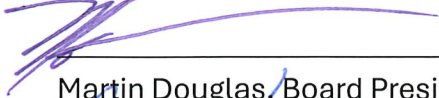
11. Adjournment

With no further business to discuss, the meeting was adjourned at 6:46 P.M.

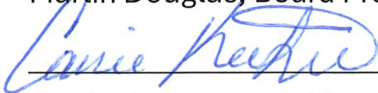
Respectfully submitted by:



Hillary Cromer, Economic Development Director



Martin Douglas, Board President



Carrie Keeton, Board Secretary