ALVARADO ECONOMIC DEVELOPMENT BOARD
AGENDA
REGULAR - JULY 6, 2026 - 6:30 PM
CITY COUNCIL CHAMBERS - 104 W COLLEGE AVE.
ALVARADO, TEXAS 76009

CALL TO ORDER

Roll Call

INVOCATION

PLEDGE OF ALLEGIANCE

CITIZEN PARTICIPATION AND PUBLIC INPUT

This is an opportunity for citizens to address the convened Alvarado Economic Development Corporation Board 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 Economic Development Corporation 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 Board Secretary prior to the start of the meeting.

BOARD COMMENTS

The Board 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 salutary 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 salutary 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.

STAFF UPDATES AND REPORTS

1. FY2026 First Quarter Financial Report (October 1, 2025 – December 31, 2025)
2. Food Truck Entrepreneur Program Participant Update

CONSENT AGENDA

3. Consideration and Possible Action of the April 13, 2026 AEDC Board Meeting Minutes.
4. Consideration and Possible Action of the May 4, 2026 AEDC Board Meeting Minutes.

NEW BUSINESS

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

6. Consider Approval of AEDC Participation in the Parkway Drive Sanitary Sewer Project to Support Business Expansion and Future Economic Development Opportunities.
7. Consideration and Possible Action of the Downtown Concept Design and Downtown Code Amendment Project, Authorizing Expenditure of AEDC Funds for Consultant Services Related to the Project, Authorizing Issuance of a Request for Qualifications (RFQ), and Authorizing Staff to Negotiate and Execute a Professional Services Agreement.
8. Update, Consideration and Guidance on the Design of the Downtown Welcome Sign at 303 E. College Street.

EXECUTIVE SESSION

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

§ 551.071. Consultation with Attorney. The AEDC Board of Directors may conduct a private consultation with its attorney when the Board seeks advice from its attorney concerning any item on this agenda, about pending and contemplated litigation, or a settlement offer, or on a matter in which the duty of the attorney to the Board under the Texas Disciplinary Rules of Professional Conduct of the State Board of Texas clearly conflicts with Chapter 551.

Any item on the agenda

§ 551.087. Deliberation regarding economic development negotiations. The Board may convene in Executive Session to discuss or deliberate regarding commercial or financial information that the city has received from a business prospect that the city seeks to have locate, stay, or expand in or near the city and with which the city is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect as described above.

"Project Purple Orchid"
"Project Blue-E-1"
"Project Bliss"
"Project Yellow Submarine"
"Project Lavender"

§ 551.072. Deliberation regarding real property; A governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease, or value or 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.

"Project Align"

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

9. Consider and take possible action regarding Project Purple Orchid, including approval of an economic development agreement and authorization for the Economic Development Director and/or City Manager to finalize and execute all necessary documents consistent with the direction provided by the Board.
10. Consider and take possible action regarding Project Align, including approval of the purchase of real property and authorization for the Economic Development Director and/or City Manager to finalize and execute all necessary documents consistent with the direction provided by the Board.
11. Consider and take possible action regarding Project Bliss, including approval of an economic development agreement and authorization for the Economic Development Director to finalize and execute all necessary documents consistent with the direction provided by the Board.
12. Consider and take possible action regarding Project Yellow Submarine, including approval of an economic development agreement and authorization for the Economic Development

Director and/or City Manager to finalize and execute all necessary documents consistent with the direction provided by the Board.

ADJOURNMENT

I, the undersigned authority do hereby certify that the above Agenda was posted on the bulletin board in the City Hall of the City of Alvarado, Texas, a place convenient and readily accessible to the general public at all times and said Agenda was posted on June 29, 2026, and remained so posted continuously for three (3) business days prior to the date of the meeting.

Hillary Cromer
EDC Director

ACCESSIBILITY STATEMENT
The Alvarado City Hall and Council Chamber are wheelchair accessible. The exit and parking ramps are located in the front of the building. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at 817-790-3351, FAX: 817-783-7925, e-mail: taylorb@cityofalvarado.org Please call at least two (2) working days prior to the meeting so that appropriate arrangements can be made.

NON-DISCRIMINATION STATEMENT The City of Alvarado does not discriminate on the basis of race, color, national origin, sex, religion, or disability in the employment or the provision of services.

A quorum of the Alvarado Planning and Zoning Commission, Alvarado City Council, Alvarado Board of Adjustment, Alvarado Parks and Recreation Advisory Board, Alvarado Library Advisory Board, or Alvarado Animal Control Advisory Board may be present at this Alvarado City Council meeting. While members of these boards may attend and participate in discussion, no action will be taken by any board listed above.

ALVARADO ECONOMIC DEVELOPMENT CORPORATION MANAGEMENT REPORT

Date: July 6, 2026

Agenda Item: FY2026 First Quarter Financial Report (October 1, 2025 – December 31, 2025)

Background
During the first quarter, the AEDC recorded total revenues of $59,366 and total expenditures of $195,160, resulting in a net decrease in fund balance of $135,794. Revenue collections are lower than the annual budget percentage due to the timing of sales tax receipts and the planned use of fund balance for approved projects and initiatives.

Despite the net decrease during the quarter, the AEDC remains in a strong financial position with an ending fund balance of $3,823,915 as of December 31, 2025. Expenditures remain below budgeted levels and are largely attributable to the timing of project implementation and planned capital investments.

Financial Impact:
As of December 31, 2025:

- Beginning Fund Balance: $3,959,709
- Total Revenues: $59,366
- Total Expenditures: $195,160
- Net Change: ($135,794)
- Ending Fund Balance: $3,823,915

Recommendation:
This item is presented for informational purposes. No action is required.

City of Alvarado

Quarterly Financial Report

For the Period Ended December 31, 2025
(Unaudited)

Prepared by: City of Alvarado Finance Department

City of Alvarado
104 W. College ⬩ Alvarado, TX 76009
817-790-3351 ⬩ Fax 817-783-7925 ⬩ www.cityofalvarado.org

To: Hillary Cromer, Economic Development Director

From: Laura Cox, Chief Financial Officer

Re: First Quarter Financial Review

Date: 4/06/2026

This is the first quarter report for the 2025-2026 fiscal year. Revenues and expenditures reflect activity from October 1, 2025 through December 31, 2025 or 25 percent of the fiscal year.

ECONOMIC DEVELOPMENT CORPORATION FUND

- Fiscal year-to-date revenue totals $59 thousand, which is 4.5 percent of the overall budget amount. The low revenue percentage is due to the planned utilization of fund balance of $752,785, which is 56.7 percent of total budgeted revenues. Sales tax collections on this report reflect one month (October) since the funds are received two months after the month to which they pertain. In other words, the sales taxes collected on October sales were received in December. Based on a 3-year historical trend, the City collects 7.6 percent for the month of October and 24.2 percent for the months of October through December. Including the amounts received for November and December that will be reflected on the second quarter report, sales tax collections are tracking approximately $3K below budget.

- Fiscal year-to-date expenditures and transfers total approximately $195 thousand, which is 14.7 percent of budget due to the timing of projects.

CITY OF ALVARADO

ALVARADO ECONOMIC DEVELOPMENT CORPORATION FUND

FY2026 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET

With Comparative Information from Prior Fiscal Year

CATEGORY	FY 2024-25 ACTUAL PRIOR YEAR*	FY 2025-26 REVISED BUDGET	FY 2025-26 ACTUAL YTD*	ACTUAL YTD as a % of Budget
Operating revenues:				
Sales taxes	505,959	513,900	38,725	7.5%
Interest earnings and miscellaneous	74,099	60,000	20,641	34.4%
Planned utilization of FB	-	752,785	-	0.0%
Total Operating Revenues:	**580,058**	**1,326,685**	**59,366**	**4.5%**
Operating expenses:				
Personnel costs	172,128	204,076	47,654	23.4%
Contractual services	103,615	142,901	24,325	17.0%
General services	35,573	111,400	19,509	17.5%
Maintenance	1,042	26,400	6,029	22.8%
Capital outlay:				
EDC Grants	40,415	150,000	15,735	10.5%
Special Purpose Equipment	64,983	-	15,958	100.0%
Pecan Orchard	-	250,000	-	0.0%
Capital outlay	5,279	40,000	-	0.0%
Other expenses:				
303 E College	-	80,000	-	0.0%
Projects	-	-	-	100.0%
Incentives	-	80,000	-	0.0%
Administrative costs	31,063	77,014	12,996	16.9%
Debt service transfers	-	164,894	52,954	32.1%
Total Operating Expenses:	**454,098**	**1,326,685**	**195,160**	**14.7%**
Net Change in Fund Balance	125,960	-	(135,794)	
Fund Balance at Beginning of Year	3,833,749	3,959,709	3,959,709	
Fund Balance at End of Year	3,959,709	3,206,924	3,823,915	

* Unaudited - information subject to change

ALVARADO ECONOMIC DEVELOPMENT CORPORATION MANAGEMENT REPORT

Date: July 6, 2026

Agenda Item: Food Truck Entrepreneur Program Participant Update

Background

The Food Truck Entrepreneur will provide the Board with a brief update on the Food Truck Program, including recent activities, progress, and upcoming initiatives. Following the presentation, Board Members are invited to take a brief recess to tour the food truck and view the completed improvements.

Recommendation:

This item is presented for informational purposes. No action is required.

CITY OF ALVARADO
County of Johnson
State of Texas
4/13/2026
Economic Development Board Special Meeting Minutes

CALL TO ORDER

Roll Call

President Marty Douglas called the meeting to order at 6:31 p.m.

Board Members Present:

- Tom Durington, Vice President, Place 1
- Marty Douglas, President, Place 2
- Jonathan Webb, Place 3
- Carrie Keeton, Secretary, Place 4
- Jerry Pritchard, Place 5
- Charry Bryant, Place 6
- William Plemmons, Place 7

Staff Present:

- Hillary Cromer, Economic Development / Downtown Revitalization Director
- Jennifer Drysdale, City Attorney

INVOCATION

Marty Douglas led the invocation.

PLEDGE OF ALLEGIANCE

Tom Durington led the pledge of allegiance.

CITIZEN PARTICIPATION AND PUBLIC INPUT

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Jameye Jones shared a list of community events.

BOARD COMMENTS

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- Information regarding holiday schedules;
- An honorary or salutary 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 salutary 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.

No Board comments were made.

STAFF UPDATES AND REPORTS

1. Discuss Upcoming Alvarado Job Fair Scheduled for Wednesday, May 6, 2026.

Staff provided an update on the May 6, 2026 Community Job Fair, highlighting employer recruitment efforts, partnerships with Alvarado ISD and the Chamber, and planned services for job seekers. The event is intended to connect residents with employment opportunities and support local workforce development.

CONSENT AGENDA

The Board considered approval of the Consent Agenda. Approval would formally accept the minutes as presented. Tom Durington made a motion to approve the Consent Agenda as written. Jonathan Webb seconded the motion. The motion passed 7-0.

2. Consideration and possible action of the January 5, 2026 AEDC Board Meeting Minutes.

3. Consideration and possible action of the February 3, 2026 AEDC Board Meeting Minutes.

4. Consideration and possible action of the March 2, 2026 AEDC Board Meeting Minutes.

NEW BUSINESS

5. Consideration and possible action regarding approval of a Professional Services Agreement between the Alvarado Economic Development Corporation, City of Alvarado and Innovative Transportation Solutions, Inc. (ITS) for transportation consulting services related to TxDOT and other transportation projects.

The Board considered a transportation consulting agreement with Innovative Transportation Solutions to assist the City with TxDOT coordination, transportation planning, funding opportunities, and major infrastructure initiatives. The agreement includes a $3,500 monthly retainer, not to exceed $42,000 annually, and supports projects such as Business 67, the US 67/I-35W corridor, and other transportation priorities.

Jonathan Webb made a motion to approve the Professional Services Agreement between the Alvarado Economic Development Corporation, the City of Alvarado, and Innovative Transportation Solutions, Inc. for transportation consulting services related to TxDOT and other transportation projects, and to authorize the appropriate parties to execute the agreement. Tom Durington seconded the motion. The motion passes, 7-0.

6. Consideration and possible action regarding the presentations by the finalist(s) for the Alvarado Economic Development Corporation's (AEDC) Food Truck Incubator Program and selection of the next participant based on these presentations.

The Board received a presentation from the only finalist, Casey Wiley, for the AEDC Food Truck Incubator Program and selected the next participant. Following presentations and discussion, Henderson Chicken was chosen as the program's next operator, with the goal of testing the concept locally and potentially expanding into a permanent Alvarado location.

William Plemmons made a motion to select Casey Wiley with Henderson Chicken as the next Food Truck Entrepreneur. Tom Durington seconded the motion. The motion passed 7-0.

7. Consideration and possible action to approve the Downtown Refresh Initiative as an Alvarado Economic Development Corporation (AEDC) project and authorize associated expenditures in an amount not to exceed $300,000.

The Board considered authorizing the Downtown Refresh Initiative as an official AEDC project with expenditures not to exceed $300,000. The initiative includes temporary but impactful downtown improvements such as planters, seating, lighting, gateway features, public art, and other placemaking enhancements intended to support revitalization and future investment.

After discussion, the Board approved select components of the proposed Downtown Refresh Initiative, including decorative planters and landscaping, gateway features, screening of the electrical box, and the creation of a public seating area at 201 E. College Avenue (formerly the Senior Center site).

Jerry Pritchard made a motion to approve the Downtown Refresh initiative as an Alvarado Economic Development Corporation project and authorize expenditures not to exceed $165,000. Carrie Keeton seconded the motion, and the motion carried 7-0.

8. Consideration and possible action related to amending the Alvarado Economic Development Corporation (AEDC) Food Truck Entrepreneur Program to establish a program participation fee structure.

The Board considered amendments to the Food Truck Entrepreneur Program fee structure to improve accessibility while encouraging participant commitment. The proposed changes reduced the monthly fee from $500 to $300 and established a $1,000 upfront deposit prior to participation.

Jonathan Webb made a motion to approve the amendment to the Alvarado Economic Development Corporation Food Truck Incubator Program to establish a program participation fee structure as presented. Carrie seconded the motion, and the motion carried 7-0.

9. Consideration and possible action related to authorizing the Pecan Orchard Improvements as an AEDC project and approving expenditures in an amount not to exceed $250,000.

The Board considered authorizing the Pecan Orchard Improvements as an AEDC project and approving up to $250,000 in expenditures. The funding serves as AEDC's contribution toward the City's required match for a Texas Parks and Wildlife grant and will support development of a public park with infrastructure, pathways, lighting, irrigation, and other amenities.

Carrie made a motion to authorize the Pecan Orchard improvements as an Alvarado Economic Development Corporation project and approve expenditures in an amount not to exceed $250,000. Tom Durington seconded the motion and the motion carried 7-0.

EXECUTIVE SESSION

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

§ 551.071. Consultation with Attorney. The AEDC Board of Directors may conduct a private consultation with its attorney when the Board seeks advice from its attorney concerning any item on this agenda, about pending and contemplated litigation, or a settlement offer, or on a matter in which the duty of the attorney to the Board under the Texas Disciplinary Rules of Professional Conduct of the State Board of Texas clearly conflicts with Chapter 551.

Any item on the agenda
Executive Session Training
Food Truck Incubator Program

§ 551.087. Deliberation regarding economic development negotiations. The Board may convene in Executive Session to discuss or deliberate regarding commercial or financial information that the city has received from a business prospect that the city seeks to have locate, stay, or expand in or near the city and with which the city is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect as described above.

"Project Ember"
"Project Meatball"
"Project Purple Orchid"

§ 551.072: Deliberation regarding real property. The Board may conduct a closed meeting to deliberate the purchase, exchange, lease or value of real property.

"Project Align"
"Project Red-C-8"

The Board convened into Executive Session at 7:50 p.m. to receive legal advice and discuss economic development negotiations related to several confidential business prospects and real property matters. Discussions included Project Ember, Project Meatball, Project Purple Orchid, Project Align, and Project Red-C-8, as authorized under Sections 551.071, 551.072, and 551.087 of the Texas Government Code. The Executive Session allowed the Board to deliberate commercial and financial information, potential incentives, and real estate matters in a manner that protected the City's negotiating position and the confidentiality of prospective projects.

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

Upon reconvening into Open Session at 8:32 p.m., Jonathan Webb made a motion to approve Project Ember and Project Meatball and authorized the Economic Development Director and/or City Manager to negotiate and execute all necessary documents consistent with the guidance provided during Executive Session. William Plemmons seconded the motion and the motion carried 7-0.

ADJOURNMENT

The meeting was adjourned at 8:34 p.m.

CITY OF ALVARADO
County of Johnson
State of Texas
5/4/2026
Economic Development Board Workshop Meeting Minutes

CALL TO ORDER

Roll Call

President Marty Douglas called the workshop meeting of the Alvarado Economic Development Corporation Board to order at 6:30 p.m.

Board Members Present:

- Marty Douglas, President, Place 2
- Tom Durington, Vice President, Place 1
- Jonathan Webb, Place 3
- Carrie Keeton, Secretary, Place 4
- Cherry Bryant, Place 6
- William Plemmons, Place 7

Board Members Absent:

- Jerry Pritchard, Place 5

Staff Present:

- Hillary Cromer, Economic Development / Downtown Revitalization Director
- Jennifer Drysdale, City Attorney

INVOCATION

An invocation was offered by Tom Durington.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Carrie Keeton.

CITIZEN PARTICIPATION AND PUBLIC INPUT

This is an opportunity for citizens to address the convened Alvarado Economic Development Corporation Board 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 Economic Development Corporation 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 Board Secretary prior to the start of the meeting.

Jamie Jones addressed the Board regarding upcoming community events, including the Alvarado High School gym walkthrough, the Job Fair, Chamber activities, the National Day of Prayer event, the Artisan Market, and local storm relief efforts.

BOARD COMMENTS

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- Information regarding holiday schedules;
- An honorary or salutary 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 salutary 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.

President Marty Douglas opened the floor for Board Comments and asked if any board members had comments regarding items of community interest. No board member responded, and the meeting immediately transitioned to the Strategic Planning Workshop presentation led by the Economic Development Director / Downtown Revitalization Director and Civic Connections.

STRATEGIC PLANNING WORKSHOP

1. Discussion regarding the development of the Alvarado Economic Development Corporation Strategic Plan, including a presentation by Civic Connections, consultant for this project, and to provide staff direction.

The Board received a strategic planning presentation from Civic Connections regarding development of the AEDC Strategic Plan.

Discussion topics included:

- Review of stakeholder engagement and community feedback received during the planning process.
- Downtown revitalization priorities and implementation strategies.
- Infrastructure and site readiness considerations.
- Business recruitment and retention efforts.
- Incentive policies and return on investment considerations.
- Economic development branding and potential AEDC taglines.
- Downtown investment priorities, including infrastructure improvements, façade and storefront programs, business recruitment, placemaking initiatives, and property acquisition strategies.
- Industrial development priorities and future economic development opportunities.
- Potential future use and redevelopment considerations for AEDC-owned properties.

Board members provided direction and feedback to Civic Connections regarding strategic priorities and implementation approaches to be incorporated into the draft Strategic Plan.
No formal action was taken.

EXECUTIVE SESSION

2. § 551.071. Consultation with Attorney. The AEDC Board of Directors may conduct a private consultation with its attorney when the Board seeks advice from its attorney concerning any item on this agenda, about pending and contemplated litigation, or a settlement offer, or on a matter in which the duty of the attorney to the Board under the Texas Disciplinary Rules of Professional Conduct of the State Board of Texas clearly conflicts with Chapter 551.

   Any item on the agenda

Open Meetings Act Training (TOMA)

The Board convened into Executive Session at 8:05 p.m. pursuant to Texas Government Code §551.071 (Consultation with Attorney) to discuss:

- Open Meetings Act Training

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

The Board reconvened into Open Session at 8:59 p.m.

No action was taken following Executive Session.

ADJOURNMENT

There being no further business, the workshop meeting was adjourned at 8:59 p.m.

ALVARADO ECONOMIC DEVELOPMENT CORPORATION MANAGEMENT REPORT

Date: July 6, 2026

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

Background
Each year, the Board will elect its officers for the upcoming term, including the President, Vice President, Secretary, and Treasurer.

The Executive Director serves as the Corporation's primary Secretary and Treasurer and is responsible for carrying out the day-to-day duties of those offices unless the position is vacant or the Board directs otherwise. If there is no Executive Director, the elected Secretary and Treasurer will assume those responsibilities until the position is filled.

The President leads the Board, presides over meetings, helps ensure meetings run efficiently, represents the Corporation as authorized by the Board, and may sign official documents on behalf of the Corporation as permitted by the Board.

The Vice President supports the President and assumes the President's responsibilities whenever the President is absent or unable to serve.

The elected Secretary may assist with recording meeting minutes when requested and will perform the duties of the office whenever there is no Executive Director.

The elected Treasurer may assist with reviewing financial reports and other financial documents when requested. If there is no Executive Director, the Treasurer will perform the duties of that office until an Executive Director is appointed.

Recommendation:
This item is presented for informational purposes. No action is required.

AMENDED AND RESTATED BYLAWS
ALVARADO ECONOMIC DEVELOPMENT CORPORATION

ARTICLE I
PURPOSE AND POWERS

Section 1.01. Purpose. The Alvarado Economic Development Corporation ("Corporation") is a "Type B corporation" incorporated for the purposes set forth in Article Four of its Articles of Incorporation, these purposes to be accomplished on behalf of the City of Alvarado, Texas ("City") as its duly constituted authority and instrumentality in accordance with the Development Corporation Act of 1979, Article 5190.6, Vernon's Texas Civil Statutes, including Chapters 501 and 505, of Title 12, Subtitle C1 of the Texas Local Government Code, as amended (collectively referred to as the "Act"), and other applicable laws. Pursuant to the Act, the Corporation operates under its Articles of Incorporation and any reference in these Bylaws to the "Articles of Incorporation" also means, for purposes of the Act and any other law of the State of Texas, the Corporation's "Certificate of Formation".

Section 1.02. Powers. In the fulfillment of its corporate purpose, the Corporation shall be governed by the Act and shall have all of the powers set forth and conferred in its Articles of Incorporation, in the Act, and in other applicable law.

ARTICLE II
BOARD OF DIRECTORS

Section 2.01. Number of Directors. The affairs of the Corporation shall be managed by a Board of Directors ("Board") which shall be composed of seven (7) directors who constitute the members of the Board. A director may be removed by the City Council at any time without cause. Each member of the Board shall serve until a successor is appointed as hereinafter provided, unless removed by the City Council. All seven (7) directors shall be residents of the City or Johnson County, or reside within ten (10) miles of the City's boundaries and in a county bordering Johnson County. Three (3) directors must be persons who are not employees, officers, or members of the City Council.

Section 2.02. Term of Office; Appointment; Powers. The directors appointed by the City Council shall be appointed for two-year terms of office and shall be eligible for reappointment at the end of each successive term. Places 1, 3, 5 and 7 shall be appointed in odd-numbered years, and Places 2, 4 and 6 appointed in even-numbered years. Terms begin July 15 of each year. Subject to the restrictions imposed by law, by the Articles of Incorporation, and by these Bylaws, the Board shall exercise all of the powers of the Corporation.

Section 2.03. Vacancy. In case of a vacancy on the Board for any reason, the City Council shall appoint a successor to serve the remainder of the unexpired term.

Section 2.04. Meetings of Directors. The Board shall hold regular public meetings on days determined by the Board. The directors may hold their meetings at such place or places in the City as the Board may from time to time determine, provided, however, in the absence of a determination by the Board, the meetings shall be held, at the principal office of the Corporation as specified in Article VI of these Bylaws.

Section 2.05. Notice of Meetings to Board Members.

(a) Special meetings of the Board shall be held whenever called by the president, by a majority of the directors, by the Mayor of the City, or by a majority of the City Council. Except in the case of an emergency, directors must be given at least five days' notice of a regular or special meeting, either personally or by mail, telephone, email, or other electronic means of communication. All meetings shall be held in accordance with the Open Meetings Act.

(b) Whenever any notice is required to be given to the Board, the notice shall be deemed to be sufficient if given by depositing in the United States mail with a sealed postpaid wrapper addressed to each director as their addresses appear on the books of the Corporation, and the notice shall be deemed to have been given on the day of mailing. Attendance of a director at a meeting constitutes waiver of notice of the meeting, except where a director attends a meeting for the express purpose of objecting to the transaction of any business on the grounds that the meeting is not lawfully called or convened. Neither the business to be transacted, nor the purpose of any regular or special meeting of the Board need be specified in the notice to directors or waiver of notice of the meeting, unless required by the Board. A waiver of notice in writing, signed by the person or persons entitled to notice, whether before or after the meeting, shall be deemed equivalent to the giving of notice.

Section 2.06. Open Meetings Act; Public Information Act. All meetings and deliberations of the Board shall be called, convened, held, and conducted, and notice shall be given to the public in accordance with the Texas Open Meetings Act, Chapter 551, Texas Government Code, as amended, and all public information that is written, produced, collected, assembled, or maintained by the Board shall be subject to the Texas Public Information Act, Chapter 552, Texas Government Code, as amended.

Section 2.07. Quorum. Four directors constitute a quorum for the conduct of the official business of the Corporation. The act of a majority of the directors present at a meeting at which a quorum is in attendance shall constitute the act of the Board and of the Corporation, unless the act of a greater number is required by law.

Section 2.08. Conduct of Business. At the meetings of the Board, matters pertaining to the business of the Corporation shall be considered in accordance with rules of procedure as from time to time prescribed by the Board. At all meetings of the Board, the president shall preside, and in the absence of the president, the vice president shall exercise the powers of the president. The secretary of the Corporation shall act as secretary of all meetings of the Board, but in the absence of the secretary, the presiding officer may appoint any person to act as secretary of the meeting.

Section 2.09. Committees of the Board. The Board may designate two or more directors to constitute an official committee of the Board to exercise such authority of the Board as may be specified in the resolution. It is provided, however, that all final, official actions of the Corporation may be exercised only by the Board. Each committee so designated shall keep regular minutes of the transactions of its meetings and shall cause the minutes to be recorded in books kept for that purpose in the principal office of the Corporation.

Section 2.10. Compensation of Directors. Directors shall not receive compensation for their services. However, they shall be reimbursed for their actual expenses incurred in the performance of their duties, including but not limited to the cost of travel, lodging and incidental expenses reasonably related to the corporate duties of the Board. Travel expenses incurred by directors for both regular and special meetings are not eligible for reimbursement.

ARTICLE III
OFFICERS

Section 3.01. Officers and Terms Established. The officers of the Corporation shall be a president, vice president, secretary, and treasurer, and such other officers as the Board may from time to time elect or appoint. One person may hold more than one office and the Executive Director shall be the secretary and treasurer of the Corporation. Officers shall be elected at the first meeting of the Board, and each year at the Board meeting in the month of August. Except for the first officers, whose term shall expire at the meeting in August, 2002, terms of office shall be one year with the right of an officer to be reelected.

Section 3.02. Removal. All officers elected by the Board shall be subject to removal from office at any time by a vote of a majority of the entire Board.

Section 3.03. Vacancy. A vacancy in office shall be filled by a vote of a majority of the entire Board.

Section 3.04. Powers and Duties of the President. The president shall be the chief executive officer of the Corporation, and subject to the paramount authority of the Board, shall preside at all meetings of the Board, and may sign and execute all contracts, conveyances, franchises, bonds, deeds, assignments, mortgages, notes and other instruments in the name of the Corporation.

Section 3.05. Vice President. The vice president shall have such powers and duties as may be prescribed by the Board and shall exercise the powers of the president during that officer's absence or inability to act. Any action taken by the vice president in the performance of the duties of the president shall be conclusive evidence of the absence or inability to act of the president at the time such action was taken.

Section 3.06. Treasurer. The treasurer, or the treasurer's designee, shall have the responsibility to see to the handling, custody, and security of all funds and securities of the Corporation in accordance with these Bylaws and as the City Manager may require. When necessary or proper, the treasurer, or the treasurer's designee, may endorse and sign, on behalf of the Corporation, for collection or issuance, checks, notes, and other obligations in or drawn upon such bank, banks or depositories as shall be designated by the Board consistent with these Bylaws and as the City Manager may require. The treasurer, or the treasurer's designee, shall see to the entry in the books of the Corporation full and accurate accounts of all monies received and paid out on account of the Corporation. The treasurer, or the treasurer's designee, shall, at the expense of the Corporation, give such bond for the faithful discharge of their duties in such form and amount as the Board or the City Council may require.

Section 3.07. Secretary. The secretary, or the secretary's designee, shall keep the minutes of all meetings of the Board, shall give and serve all notices, may sign with the president in the name of the Corporation, and/or attest the signature of the president, on all contracts, conveyances, franchises, bonds, deeds, assignments, mortgages, notes, and other instruments of the Corporation. The secretary, or the secretary's designee, shall have charge of the corporate books, records, documents and instruments and such other books and papers as the Board may direct, all of which shall at reasonable times be open to public inspection upon application at the office of the Corporation during business hours, and shall in general perform all duties incident to the office of secretary subject to the control of the Board.

Section 3.08. Qualifications. The president and each vice president shall be named from among the members of the Board.

Section 3.09. Compensation. Officers who are members of the Board shall not receive any salary or compensation for their services, except that they shall be reimbursed for their actual expenses incurred in the performance of their official duties as officers.

ARTICLE. IV
FUNCTIONAL CORPORATE DUTIES AND REQUIREMENTS

Section 4.01. Contracts for Service. The Corporation may, with approval of the City Council, contract with any qualified and appropriate person, association, corporation, or governmental entity to perform and discharge designated tasks which will aid or assist the Board in the performance of its duties. However, no such contract shall ever be approved or entered into which seeks or attempts to divest the Board of its discretion and policy-making functions in discharging the duties.

Section 4.02. Annual Corporate Budget. At least 90 days prior to the commencement of each fiscal year of the Corporation, the Board shall adopt a proposed budget of expected revenues and proposed expenditures for the next ensuing fiscal year. The budget shall contain such classifications and shall be in such form as may be prescribed from time to time by the City Council. The budget shall not be effective until it has been approved by the City Council.

Section 4.03. Books, Records, and Audits.

(a) The Corporation shall keep and properly maintain, using generally accepted accounting principles, complete books, records, accounts, and financial statements pertaining to its corporate funds, activities, and affairs. The city shall at all times have access to the books and records of the Corporation.

(b) At the direction of the City Council, the books, records, accounts, and financial statements of the Corporation may be maintained for the Corporation by the accountants, staff, and personnel of the City.

(c) The Corporation, or the City if the option described in subsection (b) is selected, shall cause its books, records, accounts, and financial statements to be audited at least once each fiscal year by an outside, independent, auditing and accounting firm selected by the Corporation and approved by the City Council. The audit shall be at the expense of the Corporation.

Section 4.04. Deposit and Investment of Corporate Funds.

(a) All proceeds from loans or from the issuance of bonds, notes, or other debt instruments ("Obligations") issued by the Corporation shall be deposited and invested as provided in the resolution, order, indenture, or other documents authorizing or relating to their execution or issuance, and in accordance with the Act.

(b) Subject to the requirements of contracts, loan agreements, indentures or other agreements securing Obligations, all other monies of the Corporation, if any, shall be deposited, secured, and/or invested in the manner provided for the deposit, security, and/or investment of the public funds of the City. The Board shall designate the accounts and depositories to be created and designated for these purposes, and the methods of withdrawal of funds for use by and for the purposes of the Corporation upon the signature of its treasurer and such other persons as the Board shall designate. The accounts, reconciliation, and investment of funds and accounts shall be performed by the City.

Section 4.05. Expenditures of Corporate Money. The monies of the Corporation, including sales and use taxes collected pursuant to the Act, monies derived from rents received from the lease or use of property, the proceeds from the investment of funds of the Corporation, the proceeds from the sale of property, and the proceeds derived from the sale of Obligations, may be expended by the Corporation for any of the purposes authorized by the Act, subject to all of the following limitations:

(1) Expenditures from the proceeds of Obligations shall be identified and described in the orders, resolutions, indentures, or other agreements submitted to and approved by the City Council prior to the execution of loan or financing agreements or the sale and delivery of Obligations to the purchasers provided by Section 4.04 of this Article.

(2) Expenditures that may be made from a fund created with the proceeds of Obligations, and expenditures of monies derived from sources other than the proceeds of Obligations may be used for the purposes of financing or otherwise providing one or more "Projects", as defined in the Act. The specific expenditures shall be described in a resolution or order of the Board and shall be made only after approval by the City Council, in accordance with Article 5 of the Articles of Incorporation.

(3) All other proposed expenditures shall be made in accordance with and shall be set forth in the annual budget required by Section 4.02 of this Article or in contracts meeting the requirements of this Article, in accordance with Article 5 of the Articles of Incorporation.

(4) The Corporation may not assume a debt or make any expenditures to any principal

or interest on a debt if the debt existed before the date the City created the Corporation.

Section 4.06. Issuance of Obligations. No Obligations, including refunding Obligations, shall be authorized or sold and delivered by the Corporation unless the City Council shall approve such Obligations by action taken prior to the date of sale of the Obligations.

ARTICLE V
ETHICAL BEHAVIOR AND CONFLICTS OF INTEREST

Section 5.01. Conflicts of Interest. It is the policy of the Corporation that directors, members, and officers conduct themselves in a fair, reasonable, and business-like manner consistent with sound business and ethical practices; that the public interest always be considered in conducting corporate business; that the appearance of impropriety be avoided to ensure and maintain public confidence in the Corporation; and that no officer, employee, or member of the Board should have an interest, financial or otherwise, direct or indirect, or engage in any business, transaction, or professional activity or incur any obligation of any nature which is in conflict with the proper discharge of his or her duties, and shall not use their position for personal gain. A director, member, or officer having a conflict of interest or a conflict or responsibility on any matter involving the Corporation and any other business or person should refrain from voting on such matter. No director, member, or officer shall use his or her position as a director, member, or officer of the Corporation for his or her own direct or indirect financial gain, of which duly authorized reimbursements for actual expenses incurred in the performance of their official duties are excluded.

Section 5.02. Nondiscrimination. Directors, members, and officers of the Board shall not discriminate against any person on the basis of race, color, age, religion, national origin, sexual orientation, disability, sex, and any other category protected by state or federal law.

Section 5.03. Confidential Information. Directors, members, and officers of the Board shall not distribute, disclose, or disseminate (or permit the distribution, disclosure, or dissemination of) any "Confidential Information" as that term is used in Texas Government Code Ch. 552, including, without limitation, legal, contractual, personnel, or management matters to anyone other than its own directors, members, officers, or agents (a) who have a reasonable need to know the confidential information; (b) who are legally obligated to preserve the confidentiality of the information; and (c) have been informed of the obligations of confidentiality hereunder.

ARTICLE VI
MISCELLANEOUS PROVISIONS

Section 6.01. Principal Office. The principal office and the registered office of the Corporation shall be the registered office of the Corporation as specified in the Articles of Incorporation.

Section 6.02. Registered Agent. The Corporation shall have and shall continually designate a registered agent at its registered office, as required by the Act.

Section 6.03. Fiscal Year. The fiscal year of the Corporation shall be the same as the fiscal year of the City.

Section 6.04. Seal. The seal of the Corporation shall be as determined by the Board, and is authorized pursuant to the Act, but shall not be required.

Section 6.05. Resignations. Any director or officer may resign at any time. Such resignation shall be made in writing and shall take effect at the time specified therein, or, if no time is specified, at the time of its receipt by the president or secretary. The acceptance of a resignation shall not be necessary to make it effective unless expressly so provided in the resignation.

Section 6.06. Approval or Advice and Consent of the City Council. To the extent that these Bylaws refer to any approval by the City or by the City Council, that approval shall be evidenced by a certified copy of an ordinance, resolution, order, or motion duly adopted by the City Council.

Section 6.07. Indemnification of Directors, Officers and Employees. As provided in the Act and in the Articles of Incorporation, the Corporation is, for the purposes of the Texas Tort Claims Act (Subchapter A. Chapter 101, Texas Civil Practices and Remedies Code), a governmental unit and its actions are governmental functions. The Corporation shall indemnify each and every member of the Board, its officers, and its employees, and each member of the City Council and each employee of the City, to the fullest extent permitted by law, against any and all liability or expense, including attorney's fees, incurred by any of such persons by reason of any actions or omissions that may arise out of the functions and activities of the Corporation.

ARTICLE VII
EFFECTIVE DATE, AMENDMENTS

Section 7.01. Effective Date. These Bylaws shall become effective upon the occurrence of the following events:

(1) the approval of these Bylaws by the City Council; and

(2) the adoption of these Bylaws by the Board.

Section 7.02. Amendments to Articles of Incorporation and Bylaws. The Articles of Incorporation of the Corporation and these Bylaws may be amended only in the manner provided in the Articles of Incorporation and the Act.

ALVARADO ECONOMIC DEVELOPMENT CORPORATION MANAGEMENT REPORT

Date: July 6, 2026

Agenda Item: Consider Approval of AEDC Participation in the Parkway Sewer Line Project to Support Business Expansion and Future Economic Development Opportunities

Background

The Parkway Sewer Line Project is a strategic infrastructure investment designed to support business expansion and future economic development along the Highway 67 and Interstate 35W corridors. The project includes construction of approximately 1.5 miles of new large-capacity sanitary sewer infrastructure, including 18-inch and 24-inch sewer mains, that will serve existing businesses and facilitate future commercial and industrial development along the Highway 67 and Interstate 35W corridors.

The project will benefit numerous existing and prospective businesses by providing the infrastructure necessary for expansion, new investment, and job creation. The project area includes property designated for interstate business, commercial, and industrial development and is identified as a key growth area within the City's planning documents.

In 2025, the City of Alvarado was awarded a $1.4 million Economic Development Administration (EDA) grant for the project. The grant was secured through a competitive application process and represents a significant investment in Alvarado's economic future.

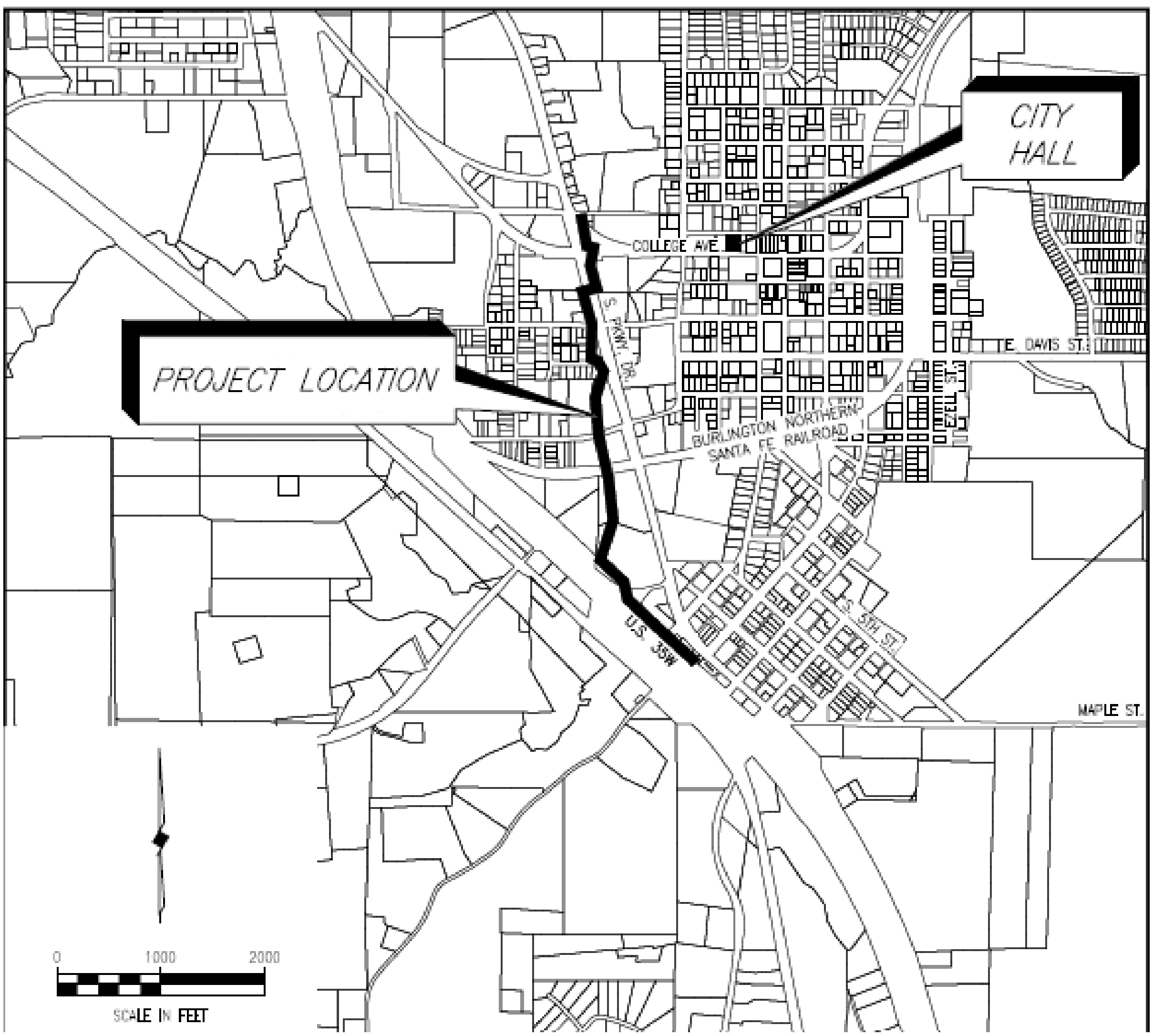
The total project cost is approximately $2.994 million. AEDC budgeted $165,000 toward the project in FY 2025-2026. The City is requesting an additional $165,000 contribution in FY 2026-2027 to continue AEDC's partnership in delivering this critical economic development infrastructure project.

Financial Impact:

- Total Project Cost: $2,994,000
- EDA Grant Award: $1,400,000
- AEDC FY 2025-2026 Contribution (Budgeted): $165,000
- Requested AEDC FY 2026-2027 Contribution: $165,000
- Total AEDC Contribution: $330,000

The requested FY 2026-2027 contribution represents approximately 11% of the total project cost while leveraging a substantial federal investment and supporting infrastructure that will facilitate future private-sector development.

Recommendation:
Staff recommends approval of a FY 2026-2027 AEDC contribution of $165,000 toward the Parkway Sewer Line Project, continuing AEDC's partnership with the City to deliver critical infrastructure improvements that support business growth, future investment, and long-term economic development within Alvarado.



ALVARADO ECONOMIC DEVELOPMENT CORPORATION MANAGEMENT REPORT

Date: July 6, 2026

Agenda Item: Consideration and Possible Action of the Downtown Concept Design and Downtown Code Amendment Project, Authorizing Expenditure of AEDC Funds for Consultant Services Related to the Project, Authorizing Issuance of a Request for Qualifications (RFQ), and Authorizing Staff to Negotiate and Execute a Professional Services Agreement.

Background

The City of Alvarado recently completed its Comprehensive Plan and is actively pursuing Downtown revitalization initiatives. To support these efforts, staff proposes the Downtown Concept Design and Downtown Code Amendment Project. The project will build upon previous planning efforts and public input while focusing on implementation, redevelopment opportunities, placemaking, pedestrian connectivity, and future investment in Downtown Alvarado. The project scope will also include conceptual coordination related to Business US-67 improvements.

The project will be procured through a Request for Qualifications (RFQ) process to identify a consultant team with expertise in downtown planning, urban design, public realm improvements, and downtown development regulations. The RFQ process will allow staff to evaluate qualifications, experience, project approach, and overall ability to deliver an implementation-focused project that advances the community's vision for Downtown Alvarado.

Approval of this item will establish the project and authorize staff to proceed with the RFQ process and consultant selection within the approved project budget.

Financial Impact:

Because Texas law prohibits requesting pricing as part of the Statement of Qualifications (SOQ) process, staff is unable to accurately estimate the cost of consultant services at this stage. As a result, the proposed budget is based on high-level professional estimates and is intended to provide sufficient flexibility for the project.

For planning purposes, staff has included a draft budget of $450,000 in the preliminary FY 2026–2027 budget, consisting of $300,000 for the Downtown Concept Design and $150,000 for the Downtown Code Amendment. This preliminary budget will be presented to the Board during the FY 2026–2027 Budget Workshop and is intended to provide a reasonable funding cushion until qualifications are received and negotiations are completed.

Recommendation:
Approve the Downtown Concept Design and Downtown Code Amendment Project, Authorize Expenditure of AEDC Funds for Consultant Services Related to the Project, and Authorize Staff to Issue a Request for Qualifications (RFQ) and Proceed with Consultant Selection, Contract Negotiations, and Execution of Professional Services Agreement.

ALVARADO ECONOMIC DEVELOPMENT CORPORATION MANAGEMENT REPORT

Date: July 6, 2026
Agenda Item: Update, consideration and guidance on the design of the Downtown Welcome Sign at 303 E. College Street.

Background:
At the previous Board discussion, direction was given to prepare additional design options for review before finalizing the design of the monument sign. Those requested options include: a border around the face of the sign, an added visual element at the top of the sign face, with alternatives including a horse and buggy, the letter “A,” or the City seal, and pricing to add a manufactured monarch to the sign.

The sign is still planned to be approximately 10-foot-tall by 14-foot-long with a brick base, side framing, a light gray stone center, and surrounded by drought-tolerant landscaping suitable for Texas.

In addition to the sign options requested by the Board, discussion has included a butterfly element. The fabricator has indicated a willingness to fabricate the butterfly feature and donate it to the City as an added enhancement to the project.

Financial Impact:
The Downtown Welcome Sign is included within the previously approved project budget of $80,000.00.

Recommendation:
Staff recommends that the Board give guidance on which element should be incorporated, choosing among the horse and buggy, the “A,” or the city seal, and whether to accept the butterfly element as a donation.