



**THE CITY COUNCIL OF THE CITY OF HENDERSON, TEXAS, WILL MEET ON TUESDAY, THE 21ST DAY OF NOVEMBER 2023, AT 4:30 P.M. FOR A REGULAR COUNCIL MEETING, AT THE MUNICIPAL SERVICES COMPLEX, 300 W. MAIN STREET, FOR THE FOLLOWING PURPOSES:**

Mayor:

J.W. (Buzz) Fullen

Council Members:

Vacant

Reginald Weatherton

Melissa Morton

Gina Juarez

City Manager:

Jay Abercrombie

Mayor Pro Tem

Henry Pace

City Secretary

Cheryl Jimerson

**CALL TO ORDER:** *The Mayor will call the meeting to order, declare a quorum if present, and declare notices legally posted pursuant to Open Meetings Act.*

**EXECUTIVE SESSION:**

1. Executive Session to Consult with the interim City Attorney discussing a City Attorney in accordance with Vernon's Texas Government Code Annotated, Chapter 551, Section 071. (Mayor)
2. Reconvene into Regular Session no earlier than 6 p.m. (Mayor)

**INVOCATION AND PLEDGE OF ALLEGIANCE:**

**CITIZENS COMMENTS**

**PRESENTATIONS/ANNOUNCEMENTS**

3. Issue oath of office to persons duly elected to the following offices by no opposing candidate or application submitted: Council District One, Council Member District Four and Council Member District Five. (Jimerson)
4. Appointment of Mayor Pro Tem. (Mayor)

**CONSENT AGENDA**

5. Consideration of possible action upon the minutes of the meeting held October 17, 2023. (Jimerson)
6. Consideration and possible action upon street closure for the annual Christmas Tree Lighting and Christmas Parade November 30, 2023 at 6:00 p.m. (Chote/Taylor)
7. Consideration and possible action upon a contract with MPA Fireworks for the Independence Day Fireworks Display to be held on July 6 , 2024. (Chote)
8. Consideration and Possible Action upon HEDCO financials for September 2023. (Clary)

**COUNCIL BUSINESS – REGULAR SESSION**

9. Consideration and possible action upon the appointment of a City Attorney. (Mayor)
10. Open a public hearing on the proposed Henderson 2050 Comprehensive Plan. (Mayor)
11. Consideration and action upon closing the public hearing. (Mayor)
12. Consideration of a recommendation from the Planning and Zoning Commission upon the first reading of Ordinance 2023-11-01 on the 2050 Comprehensive Plan. (Hughes/McElfresh)

13. Consideration and possible action upon Resolution 2023-11-01 nominating Board Members to serve on the RCAD Board of Directors for the 2024-2025 term. (Jimerson)
14. Consideration and possible action upon the reappointment of the Board of Adjustments Members Cecilia Koch, Allen Stanley, and Alton Pryor for a two-year term. (Jimerson)
15. Consideration and possible action upon the re-appointment of Planning and Zoning Members Johnny Walker, Gary Wilson and Chad Boatright. (Jimerson)
16. Consideration and possible action on a revision to Paragon's Scope of work description for the ceiling and lighting proposal at the Central Fire Station. (Holland/Chote)
17. Consideration and possible action regarding a Major Subdivision Plat for the East Texas Regional Business Park located on Tx Loop 571 and State Hwy 323 in the city's ETJ. (Hughes/McElfresh)

#### **DEPARTMENTAL REPORTS:**

18. The City Council may deliberate and make inquiry into any item listed in the Departmental Reports.
  - A. City Manager
  - B. Fire Department
  - C. Police Department
  - D. Animal Center
  - E. Community Development
  - F. Public Services/Parks and Recreation Department
  - G. Public Utilities
  - H. Finance Department
  - I. City Secretary
  - J. Communications and Marketing
  - K. HEDCO Sales Tax Revenue September 2023
  - L. Director of Operations Departmental Reports below.
    - Civic Center
    - Main Street/Tourism
    - Municipal Court

#### **BOARDS AND COMMISSIONS**

Board of Adjustments Minutes  
Planning and Zoning Minutes  
Cemetery Board Meeting Minutes  
Main Street Meeting Minutes  
Preservation Minutes

#### **ADJOURNMENT**

19. Adjourn

The City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development).

#### **ACCESSIBILITY STATEMENT**

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (903) 657-6551.

**CERTIFICATE**

I certify the foregoing notice was posted on the notice board in front of the Municipal Services Complex Henderson, Texas, on this \_\_\_\_ day of November 2023.

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Cheryl Jimerson, City Secretary

MINUTES OF THE  
HENDERSON CITY COUNCIL  
Regular Scheduled Meeting

October 17, 2023

**CALL TO ORDER:** *The Mayor will call the meeting to order, declare a quorum if present, and declare notices legally posted pursuant to Open Meetings Act.*

Mayor Fullen called the meeting to order at 6 p.m.

Council members present were Council District 1 vacant, Reggie Weatherton, Henry Pace, Melissa Morton, and Gina Juarez.

Staff members present were City Manager Jay Abercrombie, City Secretary Cheryl Jimerson, Deputy Chief of Police Randall Hudman, Fire Chief Rusty Chote, Director of Operations Davis Brown, Director of Public Services Kirk Kimbrell, Finance Director Karen Arnall, Animal Center Director Charissa Pool, Community Development Manager Cliff McElfresh, Zoning Coordinator Billy Hughes, Civic Center Manager Stephanie Kimbrell, Executive Leadership Assistant/HR Specialist Hillary Faulkner, and HEDCO Director John Clary.

**INVOCATION AND PLEDGE OF ALLEGIANCE:**

Building Official Cliff McElfresh gave the invocation, the Mayor led the pledges.

**CITIZENS COMMENTS**

There were no citizens' comments.

**PRESENTATIONS/ANNOUNCEMENTS**

1. Proclamation declaring October as Domestic Violence Awareness Month

Mayor Fullen Declared October as Domestic Violence Awareness month by proclamation. Kristi Prior was present to accept the proclamation.

**CONSENT AGENDA**

2. Consideration and possible action upon the Council minutes from the September 12th meeting.
3. Consideration and possible action accepting the request from Susan Magouirk for the street closure for the Hallelujah Fest on October 31, 2023.
4. Consideration and possible action on street closures for the Syrup Festival to be held downtown on November 11, 2023.
5. Consideration and Possible Action upon HEDCO financials for August 2023 (Clary)
6. Consideration and possible action upon approving the City of Henderson's 2023-2024 Investment Policy, there have been no updates to the policy. (Arnall)
7. Consideration and possible action upon street closures for Safety Fun Night October 31, 2023. (Chote/Taylor)



Council Member Reggie Weatherton made a motion to approve the consent agenda, duly seconded by Council Member Melissa Morton. The vote was unanimous.

### **COUNCIL BUSINESS – REGULAR SESSION**

8. Consideration and possible action on the appointment of David Hill as an interim City Attorney.

Council Member Melissa Morton made a motion to approve the appointment of David Hill as the Interim City Attorney, duly seconded by Council Member Henry Pace. The vote was unanimous.

9. Consideration and possible action upon Resolution 2023-09-06 canceling the November 7th, 2023 Municipal Election declaring the unopposed applicant Stephen Strong as the Council Member for District one, and declaring the unopposed candidates in Districts four Melissa Morton and District five Gina Juarez as the Council members. (Jimerson)

Council Member Reggie Weatherton made a motion to approve Resolution 2023-09-06 canceling the Municipal Election of November 7, 2023 declaring all unopposed applications submitted to Council Districts 1,4, and 5, duly seconded by Council Member Henry Pace. The vote was unanimous.

10. Consideration and Possible Action appointing Place 4 reappointment of Noble Welch and place 6 reappointment of Michael Bell and appointment of one new member to the HEDCO board for Place 5, (Mayor)

On the afternoon of October 2nd, a committee met to interview four candidates for HEDCO Board members. These candidates had all submitted applications to the City.

Committee members in attendance included Mayor Fullen, Henry Pace, Brian Ballard and John Clary.

Applicants included Michael Marshall, Peggy McAlister, Brant Bane and Suzanne Cross.

After the final interview, Michael Marshall received a unanimous recommendation from the committee for Council appointment.

Council Member Henry Pace made a motion to appoint Michael Marshall to Place Five, the reappointment of Place Four to Noble Welch, and the reappointment of Place Six to Michael Bell. Duly seconded by Council Member Reggie Weatherton, the vote was unanimous.

11. Minor plat application submitted by Charles Crawford for a property in The City of Henderson's ETJ.

Planning and Zoning Coordinator Billy Hughes asked for corrections to be made to item 11 "consideration and possible action" and "loop 571". Mayor Fullen asked City Secretary to write the correction into the minutes as noted. Mr. Crawford has had this 27.161 acre tract surveyed by a registered land surveyor and divided into two tracts consisting of -Tract 1 being 14.912 acres and Tract 2 being 12.249 acres. Mr. Crawford has a contract to sell Tract 2 pending approval of this Minor Plat application. Mr. Crawford plans to retain Tract 1 for him or his family to build on at a later date. Billy Hughes made a recommendation that the Council approve this plat.

Council Member Reggie Weatherton made a motion to approve said minor plat, duly seconded by Council Member Melissa Morton. The vote was unanimous.

12. Consideration and possible action upon Resolution 2023-10-01 for the 2022-2023 budget amendment #2. (Arnall)

Finance Director Karen Arnall explains, this is to amend the 2022-2023 budget for several funds and departments. The spreadsheet shows the details of the funds and the departments. Some departments received special funds for specific projects, like Texas Eastern 9-1-1 giving the Police Department \$160,000 for upgrades in the dispatch area, Keep Henderson Beautiful giving the Parks Department \$72,000 for playground mulch at Lake Forest Park, State Grants in the amount of \$89,500 being awarded to the Police Department for capital items are some of the larger amounts received. Other adjustments are needed due to rising costs for supplies and gasoline, increased training opportunities for employees, technology upgrades, equipment and vehicle repairs. The majority of the amendments to these items in the General Fund were covered by the sales tax surplus and miscellaneous revenue received for TML claims and donations for events. The Water/Sewer Fund amendments were covered by the beginning balance.

The total budget amendment request for all funds is \$2,404,893.

Council Member Gina Juarez made a motion to approve amendment #2 for the 2022-2023 budget, duly seconded by Council Member Melissa Morton. The vote was unanimous.

13. Consideration and possible action entering into a Professional Services Contract with Traylor and Associates on a generator through the Hazard Mitigation Grant Program (HMGP) project number DR 4485-0179. (Administration)

City Manager Jay Abercrombie stated, at a Council meeting held May 17, 2022, the Council approved Traylor and Associates as the grant administrators. They got the highest score from the Scoring Committee for the Hazard Mitigation Grant on the generator for 300 W. Main Municipal Services Complex Building. The contract is a formality of the award.

Council Member Melissa Morton made a motion to approve a

Professional Services Contract with Traylor and Associates, duly seconded by Council Member Gina Juarez. The vote was unanimous.

#### **DEPARTMENTAL REPORTS:**

14. The City Council may deliberate and make inquiry into any item listed in the Departmental Reports.

- A. City Manager

City Manager Jay Abercrombie updated the Council on behalf of the Public Utilities Director, Randy Boyd (*Randy was not able to attend this meeting*). There have been 5,069 water meters set with about 300 to 400 more to complete the project.

- B. Fire Department

Council Member Henry Pace asked Fire Chief Rusty Chote how close the Central Fire Station is to being completed? Rusty stated the admin side needed to be finished, the A/C, then the ceiling grid. Completion of repairs should be approximately the first or second of December.

- C. Police Department

- D. Animal Center

- E. Community Development

- F. Public Services/Parks and Recreation Department

- G. Public Utilities

- H. Finance Department

- I. City Secretary

- J. Communications and Marketing

- K. HEDCO Sales Tax Revenue August 2023

L. Director of Operations Departmental Reports below.

Civic Center

Main Street/Tourism

Municipal Court

## **BOARDS AND COMMISSIONS**

Board of Adjustments Minutes

Planning and Zoning Minutes

Cemetery Board Meeting Minutes

Main Street Meeting Minutes

Preservation Minutes

The Council had no questions or comments on the Board meeting minutes.

## **EXECUTIVE SESSION:**

15. Executive Session to Consult with the interim City Attorney discussing a RFQ for a City Attorney in accordance with Vernon's Texas Government Code Annotated, Chapter 551, Section 071.

Mayor Fullen convened into executive session at 6:29 p.m.

## **REGULAR SESSION:**

16. Convene in Regular Session and take action necessary as a result of the Closed Session.

Mayor Fullen reconvened into regular session at 7:01 p.m. stating there was no action to take from the executive session.

## **ADJOURNMENT**

17. Adjourn

Council Member Melissa Morton made a motion to adjourn at 7:01 p.m., duly seconded by Council Member Gina Juarez. The vote was unanimous.

ATTEST:

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Cheryl Jimerson, City Secretary

APPROVED:

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John Fullen, Mayor



# City Council

## Agenda Item # 6.

**SUBJECT:** Consideration and possible action upon street closure for the annual Christmas Tree Lighting and Christmas Parade November 30, 2023 at 6:00 p.m. (Chote/Taylor)

**MEETING DATE:** November 21, 2023

**DEPARTMENT:** Police Department

**CONTACT:** Chad Taylor, Rusty Chote, Fire Chief

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**RECOMMENDED CITY COUNCIL ACTION:** Staff recommends Council support this event and approve the requests.

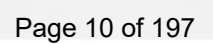
**ITEM SUMMARY:** Main street Coordinator Alexa Duke is sponsoring and organizing the Christmas Tree lighting and Parade through the City of Henderson this year.

**BACKGROUND INFORMATION:** This parade will be scheduled on Thursday November 30 this year at 6:00pm.

**SPECIAL CONSIDERATIONS:** The Henderson Police Department will participate in the event by assisting with traffic management and manning barricades during the parade.

**SUPPORTING MATERIALS:**

1. Parade Map





# City Council

## Agenda Item # 7.

**SUBJECT:** Consideration and possible action upon a contract with MPA Fireworks for the Independence Day Fireworks Display to be held on July 6 , 2024. (Chote)

**MEETING DATE:** November 21, 2023

**DEPARTMENT:** Fire Department

**CONTACT:** Rusty Chote, Fire Chief

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**RECOMMENDED CITY COUNCIL ACTION:** Staff recommends Council support of an agreement between the City of Henderson and MPA Fireworks for the Independence Day Celebration on July 6, 2024 Fireworks Display.

**ITEM SUMMARY:** MPA Fireworks, owned and operated by Mike Adams, has submitted a contract to the City of Henderson for its annual fireworks display on Independence Day. The MPA Fireworks contract price for the 2024 fireworks display is \$13,000 with the City of Henderson. This is the same amount as the 2023 fireworks display MPA Fireworks performed. MPA Fireworks is planning the same type of fireworks display as last year at the same location, which is the Lake Forest Park dam area. MPA Fireworks has also requested that W. Fordall be closed during the fireworks display, the same as last year, and will coordinate this event with Chief Chote and Chief Taylor.

**BACKGROUND INFORMATION:** MPA Fireworks has been the Contractor the City of Henderson has used for its annual July 4 fireworks display for the last several years. MPA Fireworks has worked very well with the City of Henderson in coordinating the event and to have a safe and great fireworks display. MPA Fireworks has the City of Henderson as his lead fireworks display and schedules the event on July 4 and a backup date, which this year will be held on July 6 with

a backup date on July 7, before scheduling other fireworks displays.

**SPECIAL CONSIDERATIONS:** MPA Fireworks has not had an accident of any kind at the City of Henderson fireworks display in the past. MPA Fireworks makes it a priority to have a successful and safe event every year. MPA Fireworks does produce the required insurance for Chief Chote every year as stated by the Texas State Fire Marshal's Office.

**SUPPORTING MATERIALS:**

1. Henderson Contract 24



MPA Fireworks LLC  
P.O. Box 125  
Whitehouse, TX 75791

October 24, 2023

City of Henderson  
400 W. Main Street  
Henderson, Texas 75654

Firework Display Contract

Contract for July 2024, Firework Display

This contract is between MPA Fireworks LLC, hereafter known as Contractor and the City of Henderson, hereafter known as Client.

Contractor will provide Client with a Firework Display on July 6, 2024, at or around 2125. Length of display is approximately 20 minutes. Display site is at determined site as designated by Client.

Contractor will supply all the fireworks, labor, and setup in accordance with all state and federal laws, regulations, and permits.

The Contractor will maintain at least \$1,000,000.00 (one million U.S dollars) in liability insurance coverage for the fireworks display. Such liability coverage will extend to and provide the City of Henderson, its agents, employees, successors, and assigned additional insured under such policy. Contractor will also provide an insurance certificate exhibiting same prior to the firework display.

The Contractor also agrees to fully indemnify and hold harmless the City of Henderson, it's agents, employees, members, successors, and assigns from any and all claims or causes if actions arising out of or otherwise a result of the firework display, preparation therefore, and/or cleanup thereafter, including but not limited to any alleged negligence by Contractor and/or the Client, it, agents, members, employees, successors, and or assigns (including but not limited to any claims or clauses of action brought forth by Contractors agents, employees, alleged against the Client, employees, members, successors, and or assigns).

Client agrees to provide Contractor security as needed before and after the fireworks display with no charge to the Contractor.

Client understands that fireworks display will or could produce trash and debris and Contractor will do their best to remove and clean up.

The cost of the firework display is \$13,000.00.

Contractor and Client fully understand that all requirements, permits, and conditions must be met, and any changes made in accordance with state and federal regulations and the Authority Having Jurisdiction (Henderson Fire Chief) reserves the right to approve or deny the fireworks display, display site and any weather condition.

An alternative date is set for July 7, 2024, in the event the firework display can not be shot on July 6, 2023.

Contractor reserves the right to hire additional contactor at Contractors cost, under the direct supervision of MPA Fireworks LLC, and for the above quoted display cost.

\_\_\_\_\_  
Mike Adams/ MPA Fireworks LLC

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature City of Henderson

\_\_\_\_\_  
Date



# City Council

## Agenda Item # 8.

**SUBJECT:** Consideration and Possible Action upon HEDCO financials for September 2023. (Clary)

**MEETING DATE:** November 21, 2023

**DEPARTMENT:** HEDCO

**CONTACT:** John Clary, HEDCO Director

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**RECOMMENDED CITY COUNCIL ACTION:** to approve financials for September 2023 already approved by HEDCO board October 18, 2023.

**ITEM SUMMARY:** Consideration and Possible Action upon HEDCO financials for September 2023

**BACKGROUND INFORMATION:**

**SPECIAL CONSIDERATIONS:**

**SUPPORTING MATERIALS:**

1. HEDCO FINANCIALS 2022-2023 (Updated Thru 2023-09-30)
2. HEDCO TYPE B FINANCIALS 2022-2023 (Updated Thru 2023-09-30)

HEDCO - APPROVED BUDGET 2022-2023

|    |                               |               |                                                                                      |                                                    |              |   |              |               |              |        |                                                                                                                                                                  |
|----|-------------------------------|---------------|--------------------------------------------------------------------------------------|----------------------------------------------------|--------------|---|--------------|---------------|--------------|--------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    | A                             | B             | C                                                                                    | D                                                  | E            | F | G            | H             | I            | J      | K                                                                                                                                                                |
| 1  | Last Edit Date:               |               | October 12, 2023                                                                     | <b>TYPE A - EDC</b>                                |              |   |              |               |              |        |                                                                                                                                                                  |
| 2  | Budget approved:              |               | HEDCO - 8/11//2022                                                                   | 08/31/2023 Checking Acct. # 4911857 Balance        |              |   |              | \$            | 1,328,851.33 |        |                                                                                                                                                                  |
| 3  | Budget approved:              |               | City Council 8/23/2022                                                               | 08/31/2023 Money Market Acct. # 4011759 Balance    |              |   |              | \$            | 2,177,098.43 |        |                                                                                                                                                                  |
| 4  | Budget amended: July 18, 2023 |               |                                                                                      | 08/31/2023 Type B Checking Acct. # 4271963 Balance |              |   |              | \$            | 2,814,436.46 |        |                                                                                                                                                                  |
| 5  |                               |               |                                                                                      | Total Account Balances                             |              |   |              | \$            | 6,320,386.22 |        |                                                                                                                                                                  |
| 6  |                               |               |                                                                                      | Approved                                           | Final        |   | APPROVED     |               | Y-T-D        |        |                                                                                                                                                                  |
| 7  |                               |               |                                                                                      | Budget                                             | Budget       |   | BUDGET       | 1-Month Ended | 2022-2023    | % Of   |                                                                                                                                                                  |
| 8  | Acct.#                        |               | Description                                                                          | 2021-2022                                          | 2021-2022    |   | 2022-2023    | 9/30/2023     | 9/30/2023    | Budget | Notes                                                                                                                                                            |
| 9  |                               |               |                                                                                      | 12                                                 | 12           |   |              |               | 12           | 100%   | Percent of year completed                                                                                                                                        |
| 10 | REVENUE                       |               |                                                                                      |                                                    |              |   |              |               |              |        |                                                                                                                                                                  |
| 11 | 3010                          |               | Sales Tax Revenues Type A                                                            | 1,450,000.00                                       | 1,450,000.00 |   | 1,750,000.00 |               | 1,860,457.77 | 106%   |                                                                                                                                                                  |
| 12 | 3025                          |               | Interest Income - Banks                                                              | 40,000.00                                          | 40,000.00    |   | 165,500.00   | 8,415.95      | 158,463.05   | 96%    | Reduced for Alford and Richardson purchases, spec building and amended investment contract                                                                       |
| 13 | 3030                          |               | Land Sales -Old Industrial Park                                                      | 106,780.00                                         | 106,780.00   |   | 123,246.60   |               | 203,346.60   |        | 7.6 acres to Tyler Pipe, Amendment needed                                                                                                                        |
| 14 | 3058                          |               | Lease Income - Oldcastle (Aggregates) 7.60 Ac.                                       |                                                    |              |   |              |               |              |        | Industrial Dr. (CR 203) 7.6 Acres being sold to Tyler Pipe                                                                                                       |
| 15 | 3059                          |               | Lease Income - Texas Materials Group - 29.16 Ac.                                     | 12,800.00                                          | 12,800.00    |   | 12,800.00    |               | 12,800.00    | 100%   | Mo.Lease - Industrial Dr. (CR 203) was Texas Bit/Oldcastle - Complete 9/2023 (to receive \$1600.00 per month 2/2022 thru 9/2023) Lease Agreement ENDS JUNE, 2023 |
| 16 | 3090                          |               | Other (Misc) Revenue                                                                 | 21,189.07                                          | 21,189.07    |   | 115,463.13   |               | 115,463.13   |        | Winly Foods reimbursement on incentive                                                                                                                           |
| 17 |                               | TOTAL REVENUE |                                                                                      | 1,630,769.07                                       | 1,630,769.07 |   | 2,167,009.73 | 8,415.95      | 2,350,530.55 | 108%   |                                                                                                                                                                  |
| 18 |                               |               |                                                                                      |                                                    |              |   |              |               |              |        |                                                                                                                                                                  |
| 19 | * Footnote                    |               | Note Reciveable from Rusk County Rural Rail District - Not Included in Budget Totals | 13,333.34                                          | 13,333.34    |   |              |               |              |        | Notes receivable accrue on the balance sheet vs.the budget at \$6,666.67 per month. Pmt. Deferred for 15 years until 2037.                                       |
| 20 |                               |               |                                                                                      |                                                    |              |   |              |               |              |        |                                                                                                                                                                  |

## HEDCO - APPROVED BUDGET 2022-2023

|    | A                                                          | B | C                                                  | D                 | E                 | F | G                 | H               | I                | J      | K                                                                                                                          |
|----|------------------------------------------------------------|---|----------------------------------------------------|-------------------|-------------------|---|-------------------|-----------------|------------------|--------|----------------------------------------------------------------------------------------------------------------------------|
| 6  |                                                            |   |                                                    | Approved          | Final             |   | APPROVED          |                 | Y-T-D            |        |                                                                                                                            |
| 7  |                                                            |   |                                                    | Budget            | Budget            |   | BUDGET            | 1-Month Ended   | 2022-2023        | % Of   |                                                                                                                            |
| 8  | Acct.#                                                     |   | Description                                        | 2021-2022         | 2021-2022         |   | 2022-2023         | 9/30/2023       | 9/30/2023        | Budget | Notes                                                                                                                      |
| 21 | <b>EXPENDITURES</b>                                        |   |                                                    |                   |                   |   |                   |                 |                  |        |                                                                                                                            |
| 22 | <b>Economic Development Expenses</b>                       |   |                                                    |                   |                   |   |                   |                 |                  |        |                                                                                                                            |
| 23 | 6106                                                       |   | Project Winly Foods, LLC                           | 103,000.00        | 103,000.00        |   |                   |                 |                  |        | Completed - Incentive Agreement \$400,000 -100 jobs signed 9/5/2017, 5-years. <b>Stopped sending payments.</b>             |
| 24 | 6107                                                       |   | Project US Ind. Sourcing / PRO HYDRONIC            |                   |                   |   |                   |                 |                  |        | Incentive Agreement, \$175,000, 35 jobs, Feb 2019, 5-years. <b>Completed 1st Qtr, 2021</b>                                 |
| 25 | 6116                                                       |   | Henderson Canvas Products, Inc.                    |                   |                   |   |                   |                 |                  |        | Job creation incentive, 6-jobs @ \$5,000 /job. Forgivable loan executed March 2021. <b>\$30,000 forgivable Loan in A/R</b> |
| 26 | 6119                                                       |   | High Demand Job Training Grant #5                  |                   |                   |   | 50,000.00         |                 |                  |        |                                                                                                                            |
| 27 | 6120                                                       |   | Proj Provalus - Remodel Old City Hall Complex      |                   |                   |   |                   | 1,783.00        | 68,378.16        |        | Project Provalus                                                                                                           |
| 28 | 6200                                                       |   | Business Incentives for new or existing businesses | 500,000.00        | 500,000.00        |   | 350,000.00        |                 | 4,000.00         |        | Reserve for Incentive for New Businesses. \$5,000 per job x 100 jobs.                                                      |
| 29 | 6190                                                       |   | Matching Grants for Business Retention -Ind. Park  |                   |                   |   | 150,000.00        |                 |                  |        |                                                                                                                            |
| 30 |                                                            |   |                                                    |                   |                   |   |                   |                 |                  |        |                                                                                                                            |
| 31 |                                                            |   | <b>Total Economic Development Expenses</b>         | <b>603,000.00</b> | <b>603,000.00</b> |   | <b>550,000.00</b> | <b>1,783.00</b> | <b>72,378.16</b> | 12%    |                                                                                                                            |
| 32 |                                                            |   |                                                    |                   |                   |   |                   |                 |                  |        |                                                                                                                            |
| 33 | <b>Supplies, Office Expenses and Professional Services</b> |   |                                                    |                   |                   |   |                   |                 |                  |        |                                                                                                                            |
| 34 | 6501                                                       |   | Accounting (Monthly Bookkeeping + Annual Audit)    | 12,000.00         | 12,000.00         |   | 12,000.00         | 1,175.00        | 10,590.00        | 88%    | PB&J Accounting, Auditor Morgan LaGrone CPA                                                                                |
| 35 | 6502                                                       |   | Insurance - General Liability                      | 1,500.00          | 1,500.00          |   | 1,500.00          |                 | 1,500.00         | 100%   | City of Henderson Liability premium to HEDCO. Lump sum annual payment.                                                     |
| 36 | 6503                                                       |   | Legal (Attorney)                                   | 30,000.00         | 30,000.00         |   | 30,000.00         | 3,319.53        | 39,459.60        | 132%   | Legal fees                                                                                                                 |
| 37 | 6504                                                       |   | Office Expenses                                    | 1,500.00          | 1,500.00          |   | 1,500.00          | 431.41          | 2,995.71         | 200%   | Office supplies, copy paper, printer cartridges, computers, printer, furniture, bookshelves, storage, etc.                 |
| 38 | 6505                                                       |   | Postage & Shipping                                 | 100.00            | 100.00            |   | 100.00            |                 | 261.75           | 262%   | Stamps, Fed-Ex, UPS                                                                                                        |

HEDCO - APPROVED BUDGET 2022-2023

|    | A      | B | C                                                                                                      | D          | E          | F | G          | H             | I          | J      | K                                                                                                                                                               |
|----|--------|---|--------------------------------------------------------------------------------------------------------|------------|------------|---|------------|---------------|------------|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6  |        |   |                                                                                                        | Approved   | Final      |   | APPROVED   |               | Y-T-D      |        |                                                                                                                                                                 |
| 7  |        |   |                                                                                                        | Budget     | Budget     |   | BUDGET     | 1-Month Ended | 2022-2023  | % Of   |                                                                                                                                                                 |
| 8  | Acct.# |   | Description                                                                                            | 2021-2022  | 2021-2022  |   | 2022-2023  | 9/30/2023     | 9/30/2023  | Budget | Notes                                                                                                                                                           |
| 39 | 6506   |   | Property Tax                                                                                           |            |            |   |            |               | 70.53      |        | Copy machine tax                                                                                                                                                |
| 40 | 6507   |   | Telephone, Cell (Admin)                                                                                | 600.00     | 600.00     |   | 600.00     |               | 550.00     | 92%    | Office Phone, Cell for Adm. Asst.                                                                                                                               |
| 41 | 6508   |   | Utilities - HEDCO Offices                                                                              |            |            |   |            |               |            |        | Potential utilities in new building.                                                                                                                            |
| 42 | 6509   |   | Professional Services - Consulting Fees, Engineering, Design, Architectural (Part of Capital Expenses) | 143,192.50 | 143,192.50 |   | 225,000.00 | 8,836.60      | 202,791.96 | 90%    | New Business Park, Professional Services, Property Surveys, Engineering, Phase 1 Environmentals, Streets, Drainage, Sidewalks, Water, Sewer, Fiber, Natural Gas |
| 43 |        |   | Subtotal - Supplies, Office Expenses and Professional                                                  | 188,892.50 | 188,892.50 |   | 270,700.00 | 13,762.54     | 258,219.55 | 137%   |                                                                                                                                                                 |
| 44 |        |   |                                                                                                        |            |            |   |            |               |            |        |                                                                                                                                                                 |
| 45 |        |   | Personnel Expenses                                                                                     |            |            |   |            |               |            |        |                                                                                                                                                                 |
| 46 | 7001   |   | Contract Labor - Executive Director (with City)                                                        | 144,420.00 | 144,420.00 |   | 161,539.00 | 10,776.62     | 138,553.08 | 86%    | Salary, Insurance, Retirement, Cell Phone, Car Allowance, W/H invoiced by City of Henderson,                                                                    |
| 47 | 7002   |   | Insurance Life - Adm. Asst.                                                                            | 1,200.00   | 1,200.00   |   | 1,200.00   |               |            |        | Life Insurance - Office Manager Karen Smith                                                                                                                     |
| 48 | 7003   |   | Insurance Health - Adm. Asst.                                                                          | 4,775.00   | 4,775.00   |   | 5,044.00   |               | 4,176.14   | 83%    | Medical Insurance - Office Manager Karen Smith                                                                                                                  |
| 49 | 7004   |   | Insurance Worker's Comp - Adm. Asst.                                                                   | 396.00     | 396.00     |   | 396.00     |               | 381.52     | 96%    | Hartford Ins. - Office Manager Karen Smith                                                                                                                      |
| 50 | 7007   |   | Retirement -Adm. Asst.                                                                                 | 3,300.00   | 3,300.00   |   | 4,000.00   |               | 3,957.98   | 99%    | Kansas City Life - Office Manager Karen Smith                                                                                                                   |
| 51 | 7008   |   | Salary - Adm. Asst.                                                                                    | 44,950.00  | 44,950.00  |   | 49,850.00  |               | 45,549.63  | 91%    | Salary - Office Manager Karen Smith                                                                                                                             |
| 52 | 7009   |   | Payroll Taxes - Adm Asst.                                                                              | 4,200.00   | 4,200.00   |   | 4,950.00   | 37.09         | 4,200.63   | 85%    | Payroll Taxes - Office Manager Karen Smith                                                                                                                      |
| 53 | 7010   |   | Contract Labor - Dir. of Marketing/Business Dev.                                                       | 108,280.00 | 108,280.00 |   | 108,280.00 | 7,887.20      | 67,510.14  | 62%    | Salary, Insurance, Retirement, Cell Phone, Car Allowance, W/H invoiced by City of Henderson. Director of Marketing                                              |
| 54 | 7011   |   | Insurance Health - Dir. of Marketing                                                                   |            |            |   | 3,940.00   | 437.46        | 3,937.14   | 100%   | Health Insurance - Director of Marketing                                                                                                                        |
| 55 | 7020   |   | Contract Labor - Administrative Assistant                                                              |            |            |   |            | 722.77        | 722.77     |        |                                                                                                                                                                 |
| 56 |        |   | Subtotal - Personnel Expenses                                                                          | 311,521.00 | 311,521.00 |   | 339,199.00 | 19,861.14     | 268,989.03 | 79%    |                                                                                                                                                                 |
| 57 |        |   |                                                                                                        |            |            |   |            |               |            |        |                                                                                                                                                                 |

HEDCO - APPROVED BUDGET 2022-2023

|    | A                | B | C                                                                                                                                             | D          | E          | F | G          | H             | I         | J      | K                                                                                                                                                                                                                            |
|----|------------------|---|-----------------------------------------------------------------------------------------------------------------------------------------------|------------|------------|---|------------|---------------|-----------|--------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6  |                  |   |                                                                                                                                               | Approved   | Final      |   | APPROVED   |               | Y-T-D     |        |                                                                                                                                                                                                                              |
| 7  |                  |   |                                                                                                                                               | Budget     | Budget     |   | BUDGET     | 1-Month Ended | 2022-2023 | % Of   |                                                                                                                                                                                                                              |
| 8  | Acct.#           |   | Description                                                                                                                                   | 2021-2022  | 2021-2022  |   | 2022-2023  | 9/30/2023     | 9/30/2023 | Budget | Notes                                                                                                                                                                                                                        |
| 58 | Program Expenses |   |                                                                                                                                               |            |            |   |            |               |           |        |                                                                                                                                                                                                                              |
| 59 | 7201             |   | Website Annual License Fees                                                                                                                   | 3,200.00   | 3,200.00   |   | 9,400.00   |               | 3,074.00  | 33%    | Annual License Fee to ED Suite. Invoiced Nov 31 annually.                                                                                                                                                                    |
| 60 | 7202             |   | Website Development, Maintenance, Upgrades, etc.                                                                                              | 24,188.00  | 24,188.00  |   | 12,094.00  |               | 13,095.00 |        | Website CMS technology update (back end), new photo gallery, better mapping, new business park pages, updated property search tool, incentives tool - <b>New website design EDSuite</b>                                      |
| 61 | 7203             |   | Advertising and Marketing                                                                                                                     | 55,100.00  | 55,100.00  |   | 70,100.00  | 8,217.76      | 43,705.23 | 62%    | Print ads, Direct mail or email, Marketing travel, Trade shows, Sponsorships, Printed flyers & brochures, Marketing signage, Videos, Billboard, Site Location Partnership, Public Notices, + Business Park Coming Soon Signs |
| 62 | 7204             |   | Meetings and Entertainment                                                                                                                    | 14,500.00  | 14,500.00  |   | 14,500.00  | 6,134.23      | 10,650.26 | 73%    | Meeting refreshments, BREP meals, Prospect Hosting, Industry Appreciation Luncheon                                                                                                                                           |
| 63 | 7205             |   | Dues, Memberships & Subscriptions                                                                                                             | 17,285.00  | 17,285.00  |   | 17,250.00  | 100.00        | 6,648.32  | 39%    | Chamber of Commerce, TEDC, Rotary, Team Texas, ICSC, NETEDR, Adobe AcrobatDC (2), Place Marketing, also Computer Programs & Subscriptions                                                                                    |
| 64 | 7206             |   | Training & Travel - Non-Marketing Conferences, Webinars, Seminars and Training (Including Travel), Admin. Asst. Mileage, Misc Consulting Fees | 27,000.00  | 27,000.00  |   | 25,000.00  |               | 8,684.17  | 35%    | TEDC Conferences, Training Workshops, Webinars, PFIA Training, Software Technical Assistance, Rusk County Days Austin Trip, Admin Assistant Mileage.                                                                         |
| 65 | 7207             |   | Non Engineering Studies                                                                                                                       | 4,250.00   | 4,250.00   |   | 2,000.00   |               |           |        | ETCOG Broadband Study Match                                                                                                                                                                                                  |
| 66 | 7208             |   | Special Projects                                                                                                                              |            |            |   |            |               |           |        |                                                                                                                                                                                                                              |
| 67 | 7209             |   | BREP Matching Grant Program (Type B Program) (Placeholder)                                                                                    | -          |            |   |            |               |           |        | Business Retention - Matching grants for current or new businesses in current industrial parks.                                                                                                                              |
| 68 |                  |   | Subtotal - Program Expenses                                                                                                                   | 145,523.00 | 145,523.00 |   | 150,344.00 | 14,451.99     | 85,856.98 | 57%    |                                                                                                                                                                                                                              |
| 69 |                  |   |                                                                                                                                               |            |            |   |            |               |           |        |                                                                                                                                                                                                                              |

HEDCO - APPROVED BUDGET 2022-2023

|    | A                                              | B | C                                                        | D            | E            | F | G            | H             | I          | J      | K                                                                           |
|----|------------------------------------------------|---|----------------------------------------------------------|--------------|--------------|---|--------------|---------------|------------|--------|-----------------------------------------------------------------------------|
| 6  |                                                |   |                                                          | Approved     | Final        |   | APPROVED     |               | Y-T-D      |        |                                                                             |
| 7  |                                                |   |                                                          | Budget       | Budget       |   | BUDGET       | 1-Month Ended | 2022-2023  | % Of   |                                                                             |
| 8  | Acct.#                                         |   | Description                                              | 2021-2022    | 2021-2022    |   | 2022-2023    | 9/30/2023     | 9/30/2023  | Budget | Notes                                                                       |
| 70 | Repairs and Maintenance (Non-Capital Expenses) |   |                                                          |              |              |   |              |               |            |        |                                                                             |
| 71 | 7302                                           |   | Property Maintenance - Frisco Street Parcel (29 acres)   | 4,000.00     | 4,000.00     |   | 4,000.00     |               | 3,565.00   | 89%    | Maintenance (Mowing, Clearing, Trimming, water detention, etc)              |
| 72 | 7303                                           |   | Property Maintenance - Taylor Street/Greenbelt           | 1,000.00     | 1,000.00     |   | 600.00       |               | 500.00     | 83%    | Greenbelt Maintenance                                                       |
| 73 | 7304                                           |   | Property Maintenance - Old Industrial Park               |              |              |   | 40,000.00    |               | 34,513.75  |        |                                                                             |
| 74 | 7305                                           |   | Property Maintenance - East Texas Regional Business Park | 20,000.00    | 20,000.00    |   | 35,000.00    |               | 51,100.00  | 146%   | Mowing, trimming, repairs & maintenance                                     |
| 75 | 7306                                           |   | Monument and Wayfinding Sign - Industrial Park           |              |              |   |              |               |            |        | Sign at CR 203 & Loop 571 (TXDOT Won't Allow)                               |
| 76 | 7307                                           |   | Railroad Preventative Maintenance (Ties)                 |              |              |   |              |               |            |        | To facilitate NETRMA Grant for RR ties. \$240,000 reimbursement (Completed) |
| 77 | 7308                                           |   | Remodel CAC Bldg & Furnishings                           |              |              |   |              |               |            |        | Remodel cost, conference table & chairs, wiring, furnishings                |
| 78 | 7309                                           |   | Property Maintenance - Old City Hall Complex             |              |              |   |              | 223.95        | 1,947.79   |        |                                                                             |
| 79 |                                                |   | Subtotal - Repairs and Maintenance (Non-Capital)         | 25,000.00    | 25,000.00    |   | 79,600.00    | 223.95        | 91,626.54  | 115%   |                                                                             |
| 80 |                                                |   |                                                          |              |              |   |              |               |            |        |                                                                             |
| 81 | TOTAL EXPENSES                                 |   |                                                          | 1,273,936.50 | 1,273,936.50 |   | 1,389,843.00 | 50,082.62     | 777,070.26 | 56%    |                                                                             |
| 82 |                                                |   |                                                          |              |              |   |              |               |            |        |                                                                             |



## HEDCO - APPROVED BUDGET 2022-2023

|     | A                                                | B | C                                                                                                                                   | D              | E              | F | G              | H             | I              | J      | K                                                                                                                                  |
|-----|--------------------------------------------------|---|-------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------|---|----------------|---------------|----------------|--------|------------------------------------------------------------------------------------------------------------------------------------|
| 6   |                                                  |   |                                                                                                                                     | Approved       | Final          |   | APPROVED       |               | Y-T-D          |        |                                                                                                                                    |
| 7   |                                                  |   |                                                                                                                                     | Budget         | Budget         |   | BUDGET         | 1-Month Ended | 2022-2023      | % Of   |                                                                                                                                    |
| 8   | Acct.#                                           |   | Description                                                                                                                         | 2021-2022      | 2021-2022      |   | 2022-2023      | 9/30/2023     | 9/30/2023      | Budget | Notes                                                                                                                              |
| 83  | CAPITAL OUTLAY                                   |   |                                                                                                                                     |                |                |   |                |               |                |        |                                                                                                                                    |
| 84  | 7501                                             |   | Purchase of Property for New Business Park                                                                                          | 400,000.00     | 400,000.00     |   | 400,000.00     |               | 345,654.03     |        | 2019-20 Alford Parcel \$1,044,000, 2020-21 Richardson Parcel \$327,621.95. 2020-21 9.786 Acres \$39,144. Future: Jim Allen Estate. |
| 85  | 7502                                             |   | East Texas Reg. Business Park - Capital Expenditures - Utilities & Street Improvements, Land Clearing, Sidewalks, Pond improvements | 2,500,000.00   | 2,500,000.00   |   | 3,800,000.00   | 150,809.84    | 2,897,119.01   | 76%    | John Wright Construction, Few Land & Timber & Other Contractors \$4,900 moved to 7203 (Advertising)                                |
| 86  | 7503                                             |   | Grant Match for TCF Grant - Morris Street                                                                                           |                |                |   |                |               |                |        | TCF Program was Shelved by TX Ag Commission                                                                                        |
| 87  | 7504                                             |   | Speculative Building - Design and Construction                                                                                      |                |                |   |                |               |                |        | Engineer, design and construct a 20,000 sq ft building. On HOLD                                                                    |
| 88  |                                                  |   | Total Capital Outlay                                                                                                                | 2,900,000.00   | 2,900,000.00   |   | 4,200,000.00   | 150,809.84    | 3,242,773.04   | 77%    |                                                                                                                                    |
| 89  |                                                  |   |                                                                                                                                     |                |                |   |                |               |                |        |                                                                                                                                    |
| 90  | TOTAL EXPENDITURES (Expenses + Capital Outlay)   |   |                                                                                                                                     | 4,173,936.50   | 4,173,936.50   |   | 5,589,843.00   | 200,892.46    | 4,019,843.30   | 72%    |                                                                                                                                    |
| 91  | Totals                                           |   |                                                                                                                                     |                |                |   |                |               |                |        |                                                                                                                                    |
| 92  |                                                  |   | Total Revenues                                                                                                                      | 1,630,769.07   | 1,630,769.07   |   | 2,167,009.73   | 8,415.95      | 2,350,530.55   | 108%   |                                                                                                                                    |
| 93  |                                                  |   | (Less) Total Expenditures                                                                                                           | 4,173,936.50   | 4,173,936.50   |   | 5,589,843.00   | 200,892.46    | 4,019,843.30   | 72%    |                                                                                                                                    |
| 94  | Net Increase/Decrease In Unrestricted Net Assets |   |                                                                                                                                     | (2,543,167.43) | (2,543,167.43) |   | (3,422,833.27) | (192,476.51)  | (1,669,312.75) | 49%    |                                                                                                                                    |
| 95  |                                                  |   | Receivable for Loan - Rusk County Rural Rail District                                                                               | -              | 13,333.34      |   |                |               | -              |        | (1-month) Receivables accrue on the Balance Sheet                                                                                  |
| 96  |                                                  |   | Total Available to Contribute to Fund Balance                                                                                       | (2,543,167.43) | (2,529,834.09) |   | (3,422,833.27) | (192,476.51)  | (1,669,312.75) | 49%    | Operating income less operating expenses                                                                                           |
| 97  |                                                  |   |                                                                                                                                     |                |                |   |                |               |                |        |                                                                                                                                    |
| 98  | Potential Transfer From Fund Balance             |   |                                                                                                                                     |                |                |   |                |               |                |        | Projected Expenditures In Excess of Annual Income                                                                                  |
| 99  |                                                  |   |                                                                                                                                     |                |                |   |                |               |                |        |                                                                                                                                    |
| 100 | FINAL BALANCE                                    |   |                                                                                                                                     | -2,543,167.43  | -2,529,834.09  |   | -3,422,833.27  | -192,476.51   | -1,669,312.75  |        |                                                                                                                                    |

HEDCO - Type B Financials 2022-2023

|    |                                                     |                                     |                                                    |              |               |              |         |                           |   |
|----|-----------------------------------------------------|-------------------------------------|----------------------------------------------------|--------------|---------------|--------------|---------|---------------------------|---|
|    | A                                                   | B                                   | C                                                  | D            | E             | F            | G       | H                         | I |
| 1  | Last Edit Date:                                     |                                     | October 12,2023                                    |              |               |              |         |                           |   |
| 2  | Budget approved:                                    |                                     |                                                    |              |               |              |         |                           |   |
| 3  | Budget approved:                                    |                                     |                                                    |              |               |              |         |                           |   |
| 4  | Budget amended: July 18, 2023                       |                                     |                                                    |              |               |              |         |                           |   |
| 5  | Bank Account Balance                                |                                     | Type B Acct. # 4271963                             |              | \$            | 2,814,436.46 |         | 0930/2023                 |   |
| 6  |                                                     |                                     |                                                    |              |               |              |         |                           |   |
| 7  |                                                     |                                     |                                                    | APPROVED     |               | Y-T-D        |         |                           |   |
| 8  |                                                     |                                     |                                                    | BUDGET       | 1-Month Ended | 2022-2023    | % Of    |                           |   |
| 9  | Acct.#                                              |                                     | Description                                        | 2022-2023    | 9/30/2023     | 9/30/2023    | Budget  | Notes                     |   |
| 10 |                                                     |                                     |                                                    | 12           | 12            | 12           | 100%    | Percent of year completed |   |
| 11 | REVENUE                                             |                                     |                                                    |              |               |              |         |                           |   |
| 12 | 3010                                                |                                     | Sales Tax Revenues Type B                          | 2,200,000.00 | 178,759.87    | 2,274,948.02 | 103%    | Fiscal year receipts      |   |
| 13 | 3025                                                |                                     | Interest Income - Type B                           | 27,500.00    | 6,340.59      | 29,764.80    | 108%    |                           |   |
| 14 | 3090                                                |                                     | Other (Misc) Revenue                               |              |               |              |         |                           |   |
| 15 |                                                     | TOTAL REVENUE                       |                                                    | 2,227,500.00 | 185,100.46    | 2,304,712.82 | 103%    |                           |   |
| 16 |                                                     |                                     |                                                    |              |               |              |         |                           |   |
| 17 | EXPENDITURES                                        |                                     |                                                    |              |               |              |         |                           |   |
| 18 | Economic Development Expenses                       |                                     |                                                    |              |               |              |         |                           |   |
| 19 | 6116                                                |                                     | Henderson Canvas Products, Inc.                    |              |               |              |         |                           |   |
| 20 | 6200                                                |                                     | Business Incentives for new or existing businesses |              |               |              |         |                           |   |
| 21 | 6190                                                |                                     | Matching Grants for Business Retention -Ind. Park  |              |               |              |         |                           |   |
| 22 |                                                     |                                     |                                                    |              |               |              |         |                           |   |
| 23 |                                                     | Total Economic Development Expenses |                                                    | -            | -             | -            | #DIV/0! |                           |   |
| 24 |                                                     |                                     |                                                    |              |               |              |         |                           |   |
| 25 | Supplies, Office Expenses and Professional Services |                                     |                                                    |              |               |              |         |                           |   |

HEDCO - Type B Financials 2022-2023

|    | A      | B | C                                                                                                | D | E         | F             | G         | H      | I     |
|----|--------|---|--------------------------------------------------------------------------------------------------|---|-----------|---------------|-----------|--------|-------|
| 7  |        |   |                                                                                                  |   | APPROVED  |               | Y-T-D     |        |       |
| 8  |        |   |                                                                                                  |   | BUDGET    | 1-Month Ended | 2022-2023 | % Of   |       |
| 9  | Acct.# |   | Description                                                                                      |   | 2022-2023 | 9/30/2023     | 9/30/2023 | Budget | Notes |
| 26 | 6501   |   | Accounting (Monthly Bookkeeping + Annual Audit)                                                  |   |           |               |           |        |       |
| 27 | 6502   |   | Insurance - General Liability                                                                    |   |           |               |           |        |       |
| 28 | 6503   |   | Legal (Attorney)                                                                                 |   |           |               |           |        |       |
| 29 | 6504   |   | Office Expenses                                                                                  |   |           |               |           |        |       |
| 30 | 6505   |   | Postage & Shipping                                                                               |   |           |               |           |        |       |
| 31 | 6506   |   | Property Tax                                                                                     |   |           |               |           |        |       |
| 32 | 6507   |   | Telephone, Cell (Admin)                                                                          |   |           |               |           |        |       |
| 33 | 6508   |   | Utilities - HEDCO Offices                                                                        |   |           |               |           |        |       |
| 34 | 6509   |   | Professional Services - Consulting Fees,<br>Engineering, Design, Architectural (Part of Capital) |   |           |               |           |        |       |
| 35 |        |   | Subtotal - Supplies, Office Expenses and Professional                                            |   | -         | -             | -         | #REF!  |       |
| 36 |        |   |                                                                                                  |   |           |               |           |        |       |
| 37 |        |   | Personnel Expenses                                                                               |   |           |               |           |        |       |
| 38 | 7001   |   | Contract Labor - Executive Director (with City)                                                  |   |           |               |           |        |       |
| 39 | 7002   |   | Insurance Life - Adm. Asst.                                                                      |   |           |               |           |        |       |
| 40 | 7003   |   | Insurance Health - Adm. Asst.                                                                    |   |           |               |           |        |       |
| 41 | 7004   |   | Insurance Worker's Comp - Adm. Asst.                                                             |   |           |               |           |        |       |
| 42 | 7007   |   | Retirement -Adm. Asst.                                                                           |   |           |               |           |        |       |
| 43 | 7008   |   | Salary - Adm. Asst.                                                                              |   |           |               |           |        |       |
| 44 | 7009   |   | Payroll Taxes - Adm Asst.                                                                        |   |           |               |           |        |       |
| 45 | 7010   |   | Contract Labor - Dir. of Marketing/Business Dev.                                                 |   |           |               |           |        |       |
| 46 | 7011   |   | Insurance Health - Dir. of Marketing                                                             |   |           |               |           |        |       |
| 47 | 7020   |   | Contract Labor - Administrative Assistant                                                        |   |           |               |           |        |       |

HEDCO - Type B Financials 2022-2023

|    | A      | B | C                                                                                                 | D | E         | F             | G         | H       | I     |
|----|--------|---|---------------------------------------------------------------------------------------------------|---|-----------|---------------|-----------|---------|-------|
| 7  |        |   |                                                                                                   |   | APPROVED  |               | Y-T-D     |         |       |
| 8  |        |   |                                                                                                   |   | BUDGET    | 1-Month Ended | 2022-2023 | % Of    |       |
| 9  | Acct.# |   | Description                                                                                       |   | 2022-2023 | 9/30/2023     | 9/30/2023 | Budget  | Notes |
| 48 |        |   | Subtotal - Personnel Expenses                                                                     |   | -         | -             | -         | #DIV/0! |       |
| 49 |        |   |                                                                                                   |   |           |               |           |         |       |
| 50 |        |   | Program Expenses                                                                                  |   |           |               |           |         |       |
| 51 | 7201   |   | Website Annual License Fees                                                                       |   |           |               |           |         |       |
| 52 | 7202   |   | Website Development, Maintenance, Upgrades, etc.                                                  |   |           |               |           |         |       |
| 53 | 7203   |   | Advertising and Marketing                                                                         |   |           |               |           |         |       |
| 54 | 7204   |   | Meetings and Entertainment                                                                        |   |           |               |           |         |       |
| 55 | 7205   |   | Dues, Memberships & Subscriptions                                                                 |   |           |               |           |         |       |
| 56 | 7206   |   | Training & Travel - Non-Marketing Conferences, Webinars, Seminars and Training (Including Travel) |   |           |               |           |         |       |
| 57 | 7207   |   | Non Engineering Studies                                                                           |   |           |               |           |         |       |
| 58 | 7208   |   | Special Projects                                                                                  |   |           |               |           |         |       |
| 59 | 7209   |   | BREP Matching Grant Program (Type B Program) (Placeholder)                                        |   |           |               |           |         |       |
| 60 |        |   | Subtotal - Program Expenses                                                                       |   | -         | -             | -         | #DIV/0! |       |
| 61 |        |   |                                                                                                   |   |           |               |           |         |       |
| 62 |        |   | Repairs and Maintenance (Non-Capital Expenses)                                                    |   |           |               |           |         |       |
| 63 | 7302   |   | Property Maintenance - Finisco Street Parcel (29 acres)                                           |   |           |               |           |         |       |
| 64 | 7303   |   | Property Maintenance - Taylor Street/Greenbelt                                                    |   |           |               |           |         |       |
| 65 | 7304   |   | Property Maintenance - Old Industrial Park                                                        |   |           |               |           |         |       |
| 66 | 7305   |   | Property Maintenance - East Texas Regional Business Park                                          |   |           |               |           |         |       |
| 67 | 7306   |   | Monument and Wayfinding Sign - Industrial Park                                                    |   |           |               |           |         |       |
| 68 | 7307   |   | Railroad Preventative Maintenance (Ties)                                                          |   |           |               |           |         |       |

HEDCO - Type B Financials 2022-2023

|    | A      | B | C                                                                                                                                   | D | E            | F             | G            | H       | I                                        |
|----|--------|---|-------------------------------------------------------------------------------------------------------------------------------------|---|--------------|---------------|--------------|---------|------------------------------------------|
| 7  |        |   |                                                                                                                                     |   | APPROVED     |               | Y-T-D        |         |                                          |
| 8  |        |   |                                                                                                                                     |   | BUDGET       | 1-Month Ended | 2022-2023    | % Of    |                                          |
| 9  | Acct.# |   | Description                                                                                                                         |   | 2022-2023    | 9/30/2023     | 9/30/2023    | Budget  | Notes                                    |
| 69 | 7308   |   | Remodel CAC Bldg & Furnishings                                                                                                      |   |              |               |              |         |                                          |
| 70 |        |   | Subtotal - Repairs and Maintenance (Non-Capital)                                                                                    |   | -            | -             | -            | #DIV/0! |                                          |
| 71 |        |   |                                                                                                                                     |   |              |               |              |         |                                          |
| 72 |        |   | TOTAL EXPENSES                                                                                                                      |   | -            | -             | -            | #DIV/0! |                                          |
| 73 |        |   |                                                                                                                                     |   |              |               |              |         |                                          |
| 74 |        |   | CAPITAL OUTLAY                                                                                                                      |   |              |               |              |         |                                          |
| 75 | 7501   |   | Purchase of Property for New Business Park                                                                                          |   |              |               |              |         |                                          |
| 76 | 7502   |   | East Texas Reg. Business Park - Capital Expenditures - Utilities & Street Improvements, Land Clearing, Sidewalks, Pond improvements |   |              |               |              |         |                                          |
| 77 | 7503   |   | Grant Match for TCF Grant - Morris Street                                                                                           |   |              |               |              |         |                                          |
| 78 | 7504   |   | Speculative Building - Design and Construction                                                                                      |   |              |               |              |         |                                          |
| 79 |        |   | Total Capital Outlay                                                                                                                |   | -            | -             | -            | #DIV/0! |                                          |
| 80 |        |   |                                                                                                                                     |   |              |               |              |         |                                          |
| 81 |        |   | TOTAL EXPENDITURES (Expenses + Capital Outlay)                                                                                      |   | -            | -             | -            | #DIV/0! |                                          |
| 82 |        |   |                                                                                                                                     |   |              |               |              |         |                                          |
| 83 |        |   | Totals                                                                                                                              |   |              |               |              |         |                                          |
| 84 |        |   | Total Revenues                                                                                                                      |   | 2,227,500.00 | 185,100.46    | 2,304,712.82 | 103%    |                                          |
| 85 |        |   | (Less) Total Expenditures                                                                                                           |   | -            | -             | -            | #DIV/0! |                                          |
| 86 |        |   | Net Increase/Decrease In Unrestricted Net Assets                                                                                    |   | 2,227,500.00 | 185,100.46    | 2,304,712.82 | 103%    |                                          |
| 87 |        |   | Total Available to Contribute to Fund Balance                                                                                       |   | #REF!        | #REF!         | #REF!        | #REF!   | Operating income less operating expenses |
| 88 |        |   |                                                                                                                                     |   |              |               |              |         |                                          |

HEDCO - Type B Financials 2022-2023

|    |                                      |   |             |   |           |               |           |        |                                                   |
|----|--------------------------------------|---|-------------|---|-----------|---------------|-----------|--------|---------------------------------------------------|
|    | A                                    | B | C           | D | E         | F             | G         | H      | I                                                 |
| 7  |                                      |   |             |   | APPROVED  |               | Y-T-D     |        |                                                   |
| 8  |                                      |   |             |   | BUDGET    | 1-Month Ended | 2022-2023 | % Of   |                                                   |
| 9  | Acct.#                               |   | Description |   | 2022-2023 | 9/30/2023     | 9/30/2023 | Budget | Notes                                             |
| 89 | Potential Transfer From Fund Balance |   |             |   |           |               |           |        | Projected Expenditures In Excess of Annual Income |
| 90 |                                      |   |             |   |           |               |           |        |                                                   |
| 91 | FINAL BALANCE                        |   |             |   | #REF!     | #REF!         | #REF!     |        |                                                   |
| 92 |                                      |   |             |   |           |               |           |        |                                                   |



# City Council

## Agenda Item # 9.

**SUBJECT:** Consideration and possible action upon the appointment of a City Attorney. (Mayor)

**MEETING DATE:** November 21, 2023

**DEPARTMENT:** Administration

**CONTACT:**

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**RECOMMENDED CITY COUNCIL ACTION:**  
**ITEM SUMMARY:**

**BACKGROUND INFORMATION:**

**SPECIAL CONSIDERATIONS:**

**SUPPORTING MATERIALS:** None



# City Council

## Agenda Item # 10.

**SUBJECT:** Open a public hearing on the proposed Henderson 2050 Comprehensive Plan. (Mayor)

**MEETING DATE:** November 21, 2023

**DEPARTMENT:** Administration

**CONTACT:**

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**RECOMMENDED CITY COUNCIL ACTION:** Formally open a public hearing for citizen comments.

**ITEM SUMMARY:**

**BACKGROUND INFORMATION:**

**SPECIAL CONSIDERATIONS:**

**SUPPORTING MATERIALS:** None





# City Council

## Agenda Item # 11.

**SUBJECT:** Consideration and action upon closing the public hearing. (Mayor)

**MEETING DATE:** November 21, 2023

**DEPARTMENT:** Administration

**CONTACT:**

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**RECOMMENDED CITY COUNCIL ACTION:**  
**ITEM SUMMARY:**

**BACKGROUND INFORMATION:**

**SPECIAL CONSIDERATIONS:**

**SUPPORTING MATERIALS:** None



# City Council

## Agenda Item # 12.

**SUBJECT:** Consideration of a recommendation from the Planning and Zoning Commission upon the first reading of Ordinance 2023-11-01 on the 2050 Comprehensive Plan. (Hughes/McElfresh)

**MEETING DATE:** November 21, 2023

**DEPARTMENT:** Community Development

**CONTACT:** Billy Hughes, P & Z Coordinator

---

**RECOMMENDED CITY COUNCIL ACTION:** No action to take on the first reading of this ordinance.

**ITEM SUMMARY:** The City of Henderson retained the services of Kimley Horn, planning and design consultants, to advise the city council and the CPAC Team on directions that they believed the city should be headed regarding land use and zoning.

**BACKGROUND INFORMATION:** The City of Henderson entered into a contract with Kimley Horn on March 22, 2022, to lead the city in discussions and development of a comprehensive plan for the city's future growth and development. A committee of citizens, stake holders and business owners were formed to show the city council and residents the direction they believed the city should be going for the next 20 to 30 years. Public hearings, workshops, an open house at city hall, as well as setting up a booth at last year's Syrup Festival. All to get input and information from citizens and visitors on their vision of Henderson twenty years from now.

Kimley Horn used the information and data to guide them as they developed the new 2050 Comprehensive Plan for the City of Henderson.

**SPECIAL CONSIDERATIONS:**

**SUPPORTING MATERIALS:**

1. 2023-11-01 2050 Comprehensive Plan Ordinance

City of Henderson, Texas  
**ORDINANCE NO. 2023-11-01**

**AN ORDINANCE ADOPTING "HENDERSON 2050" AS THE COMPREHENSIVE PLAN FOR THE CITY OF HENDERSON, TEXAS; THE PLAN IS ADOPTED PURSUANT TO CHAPTER 213 OF THE TEXAS LOCAL GOVERNMENT CODE AND WILL GUIDE THE GROWTH AND DEVELOPMENT OF THE CITY; DEFINING THE RELATIONSHIP OF THE PLAN TO THE CITY'S DEVELOPMENT REGULATIONS; CONTAINING A CUMULATIVE CLAUSE; CONTAINING A SAVINGS AND SEVERABILITY CLAUSE.**

**WHEREAS**, Chapter 213 of the Texas Local Government Code ("Chapter 213") provides that municipalities may adopt a comprehensive plan for the purposes of promoting the sound development of a municipality and promoting the public health, safety, and welfare; and

**WHEREAS**, Chapter 213 specifies that the governing body of a municipality may adopt a comprehensive plan for the long-range development of the municipality and as a way to coordinate and guide the establishment of development regulations; and

**WHEREAS**, Chapter 213 also provides that a municipality may define the relationship between the comprehensive plan and the municipality's development regulations and provide standards for determining the consistency required between the plan and development regulations; and

**WHEREAS**, City Council of the City of Henderson, Texas ("City Council"), appointed the Comprehensive Plan Advisory Committee (CPAC) on August 16, 2022, which consisted of citizens/property owners and which, in conjunction with City staff and consultants, undertook a series of studies and held public meetings on developing a Comprehensive Plan for the City of Henderson, such plan known as *Henderson 2050*; and

**WHEREAS**, many members of the Henderson community served on appointed committees, dedicating time and effort and supplying valuable input towards the development of *Henderson 2050*; and

**WHEREAS**, the development of *Henderson 2050* also involved several individuals working in large and small group discussions and online surveys, the purpose of which was to encourage widespread community participation in this effort to ensure that *Henderson 2050* accurately reflects the vision of the people of Henderson; and

**WHEREAS**, the City's Planning and Zoning Commission reviewed and recommended approval of *Henderson 2050* at their meeting held on November 14, 2023; and

**WHEREAS, *Henderson 2050*** contains guiding principles proposed to be used by the City in the preparation of land use and development ordinances, in decisions regarding the provisions of City services and capital improvements, and in other policy considerations by City Council and its various boards, commissions, and committees; and

**WHEREAS,** City Council finds that a public hearing was held on this Ordinance as required by law, and the Council has heard and considered all comments made at said hearing or in writing;

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HENDERSON, RUSK COUNTY, TEXAS:**

**SECTION ONE.** City Council hereby adopts the document titled the *Henderson 2050*, attached hereto as **Exhibit A** and included herein for all purposes, as the City's Comprehensive Plan.

**SECTION TWO. *Henderson 2050*** is hereby declared as the comprehensive plan for the development of the Henderson community and will be used as a guide and companion document to the land use and development regulations of the City. Notwithstanding the foregoing, the City recognizes that circumstances may change in ways not anticipated by the elements of *Henderson 2050*, and City Council reserves the right to legislatively determine that this comprehensive plan needs amendment, for example, by allowing for different land use classifications than shown on the Future Land Use Plan, or alterations of roadways shown on the Thoroughfare Plan. Any such amendment shall not be granted without careful study and consideration and must be made only on a showing of substantially changed circumstances. The City Council may refer any requested change to *Henderson 2050* and its elements back to City staff and such committees as may be appropriate, including the Planning and Zoning Commission, for further study and recommendations.

**SECTION THREE.** Subject to Section Two, above, the City Council reserves the right to amend *Henderson 2050* at any time by adding or removing elements or by amending in part or in whole the elements listed in the Plan.

**SECTION FOUR.** Until such time as the existing zoning, subdivision, and other land use and development regulations of the City are amended to conform with *Henderson 2050*, the terms and provisions of such existing land use and development regulations shall control in the event of any conflict or inconsistency with *Henderson 2050*.

**SECTION FIVE.** If any section, subsection, sentence, clause, or phrase of this Ordinance is, for any reason, held to be unconstitutional or invalid, such holding shall not affect the validity of the remaining portions of this Ordinance. City Council hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause, or phrase hereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared unconstitutional or invalid.

**SECTION SIX.** The provisions of this Ordinance are to be cumulative of all other ordinances or parts of ordinances governing or regulating the same subject matter as that covered herein.

**SECTION SEVEN.** It is hereby found that this Ordinance was adopted at an Open Meeting as required by law.

**SECTION EIGHT.** This Ordinance shall take effect on the final reading.

**CONSIDERATION** of the first reading on the 21<sup>st</sup> day of November, 2023.

**PASSED, APPROVED, AND ADOPTED** with this second reading on the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
J. W. Fullen, Mayor

Attest:

\_\_\_\_\_  
Cheryl Jimerson, City Secretary



# City Council

## Agenda Item # 13.

**SUBJECT:** Consideration and possible action upon Resolution 2023-11-01 nominating Board Members to serve on the RCAD Board of Directors for the 2024-2025 term. (Jimerson)

**MEETING DATE:** November 21, 2023

**DEPARTMENT:** City Secretary

**CONTACT:** Cheryl Jimerson

---

**RECOMMENDED CITY COUNCIL ACTION:** Recommends approval of Resolution 2023-11-01 casting votes for the Rusk County Appraisal Board of Directors for the 2024-2025 term.

**ITEM SUMMARY:** The City of Henderson has been notified by the Rusk County Appraisal District's Chief Appraiser that members of the current Board of Directors' terms are expiring. The City of Henderson wishes to exercise its right to vote for candidates to fill the upcoming vacancies by casting its 281 votes. Staff recommends keeping with how the city has voted in the past by voting according to the nominees who reside within the city limits of Henderson, therefore Dennis Eby has 140 votes and Nesha Partin has 141 of the city's votes.

**BACKGROUND INFORMATION:** Texas Property Tax Code, Section 6.03(j) provides for filling vacancies for a directorship on the Board of Directors of the Rusk County Appraisal District. The Property Tax Code provides that the City of Henderson City, as a taxing entity, is entitled to 281 votes for candidates

to fill vacancies upon occurrence.

**SPECIAL CONSIDERATIONS:**

**SUPPORTING MATERIALS:**

1. RCAD Brd of Dir Resolution for Voting



**RESOLUTION NO. 2023-11-01**

**WHEREAS**, Texas Property Tax Code, Section 6.03(j) provides for filling vacancies of a directorship on the Board of Directors of the Rusk County Appraisal District; and

**WHEREAS**, said Property Tax Code provides that the City of Henderson City, as a taxing entity, is entitled to 281 votes for candidates to fill vacancies upon occurrence; and

**WHEREAS**, the City of Henderson has been notified by the Rusk County Appraisal District's Chief Appraiser that members of the current Board of Directors' terms are expiring; and

**WHEREAS**, the City of Henderson wishes to exercise their right to vote for candidates to fill the upcoming vacancies.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Henderson City Council hereby casts its 281 votes for the following qualified candidates to fill the directorship vacancies created by these expiring terms according to the attached ballot.

**Section 1.**      140 votes for Dennis Eby and 141 votes for Nesha Partin.

**PASSED AND APPROVED** this the **21st** day of **November 2023**.

\_\_\_\_\_  
**Mayor John Fullen**

**ATTEST:**

\_\_\_\_\_  
**Cheryl Jimerson, City Secretary**



# City Council

## Agenda Item # 14.

**SUBJECT:** Consideration and possible action upon the reappointment of the Board of Adjustments Members Cecilia Koch, Allen Stanley, and Alton Pryor for a two-year term. (Jimerson)

**MEETING DATE:** November 21, 2023

**DEPARTMENT:** City Secretary

**CONTACT:** Cheryl Jimerson

---

**RECOMMENDED CITY COUNCIL ACTION:** Approval of the reappointments of Cecilia Koch, Allen Stanley and Alton Pryor to the Board of Adjustments for a two-year term.

**ITEM SUMMARY:** City Secretary Cheryl Jimerson had no applications on file from other citizens that were not on other volunteer boards. Cheryl requested the Planning and Zoning Coordinator, Billy Hughes, reach out by polling the members to see if they would be interested in serving another two-year term. All three members wanted to continue another term on the Board of Adjustments.

**BACKGROUND INFORMATION:** The Board of Adjustments approve variances or special exceptions in accordance to section 27.12 (3) of the City of Henderson Zoning Ordinance.

**SPECIAL CONSIDERATIONS:** None

**SUPPORTING MATERIALS:** None



# City Council

## Agenda Item # 15.

**SUBJECT:** Consideration and possible action upon the re-appointment of Planning and Zoning Members Johnny Walker, Gary Wilson and Chad Boatright. (Jimerson)

**MEETING DATE:** November 21, 2023

**DEPARTMENT:** Administration

**CONTACT:** Cheryl Jimerson

---

**RECOMMENDED CITY COUNCIL ACTION:** Approval of the reappointment of Johnny Walker, Gary Wilson and Chad Boatright to the Planning and Zoning Commission for a two-year term.

**ITEM SUMMARY:** City Secretary Cheryl Jimerson had no applications on file from other citizens that were not on other volunteer boards. Cheryl requested the Planning and Zoning Coordinator, Billy Hughes, reach out by polling the members to see if they would be interested in serving another two-year term. All three members wanted to continue another term on the Zoning board.

**BACKGROUND INFORMATION:** The Planning and Zoning Commission make recommendations to the City Council for Zoning Text Amendments, Zoning Map Amendments and Planned Development Districts. The Commission makes final decisions for development plans; all are listed in section 7 of the City of Henderson Zoning Ordinance.

**SPECIAL CONSIDERATIONS:** None

**SUPPORTING MATERIALS:** None



# City Council

## Agenda Item # 16.

**SUBJECT:** Consideration and possible action on a revision to Paragon's Scope of work description for the ceiling and lighting proposal at the Central Fire Station. (Holland/Chote)

**MEETING DATE:** November 21, 2023

**DEPARTMENT:** Fire Department

**CONTACT:** Rusty Chote, Fire Chief

---

**RECOMMENDED CITY COUNCIL ACTION:** Approval of the revised scope of work from Paragon on the Central Fire Station.

**ITEM SUMMARY:** As you are aware, Paragon Construction has a contract with the City to provide HVAC construction services at the Central Fire Station as a part of the improvements to the overall upgrade to the building envelope. The living quarters HVAC portion of this work is 95% complete and they will soon begin to work on the administrative side of the building.

In order to re-occupy the living quarter's space by the fire department and emergency services staff it is necessary that new lay-in ceiling tiles/grid be installed and the building's lighting be reinstalled. Therefore, I asked Paragon Construction to provide a quote for the ceiling, grid and lighting for the total building. Their price for this work is \$38,198.16.

My original estimate back in June of this year for the ceiling grid work was \$36,500. It should be

noted that we did not anticipate when the City staff demolished the existing ceiling grid that they would cut the lighting fixtures in lieu of temporarily hanging them. Therefore, there is a small increase in this bid in order to re-wire some of the lighting fixtures as necessary.

Based on the information above and after consultation with staff, it is this Firm's recommendation to award the bid by Paragon Construction for furnishing materials and labor to install the ceiling tiles/grid and lighting for a price of \$38,198.16. If approved by the Council, we propose to issue this work to Paragon Construction in the form of a change order to their original contract.

**BACKGROUND INFORMATION:**

**SPECIAL CONSIDERATIONS:**

**SUPPORTING MATERIALS:**

1. Ceiling Proposal Rev 2



## PROPOSAL

11/07/23

---

### Central Fire Station Ceilings and Lighting

City of Henderson  
Attn: Neal Holland  
300 W. Main St.  
Henderson, Texas

RE: Suspended ceilings and Lighting

We propose to furnish the materials, labor and equipment to install new ceilings and lighting (Living Quarters and administration ) to include:

- Approx.. 6785sf of new ceiling grid 15/16"
- Approx. 6785sf of 2' x 2' acoustic ceiling tiles
- Install owner provided Lighting wired back to existing switches (Housing Side only)
- Re-set existing lighting in admin side

**TOTAL \$38,198.16**

**EXCLUDES:**

- Any additional electrical
- Tile other than standard 2' x 2' Armstrong tiles
- Any insulation above ceiling

**Respectfully Submitted**

*Eric S. Olmsted*

**Eric Olmsted**



# City Council

## Agenda Item # 17.

**SUBJECT:** Consideration and possible action regarding a Major Subdivision Plat for the East Texas Regional Business Park located on Tx Loop 571 and State Hwy 323 in the city's ETJ. (Hughes/McElfresh)

**MEETING DATE:** November 21, 2023

**DEPARTMENT:** Community Development

**CONTACT:** Billy Hughes, P & Z Coordinator

---

**RECOMMENDED CITY COUNCIL ACTION:** Our staff and the Planning and Zoning Commission recommend that Council approve a Major Subdivision Plat for the East Texas Regional Business Park located in the city's ETJ.

**ITEM SUMMARY:** Consider and possibly approve a Major Plat application submitted by John Clary, on behalf of HEDCO. Section 3.A. of the City of Henderson's Subdivision Ordinance states "Except as otherwise provides, these regulations apply to all subdivisions of land within both the City Limits and within the City's extraterritorial jurisdiction." And in Section 3.C "...no land may be subdivided or platted through the use of any legal description other than with reference to a plat approved by the City Council in accordance with these regulations."

**BACKGROUND INFORMATION:** HEDCO has purchased approximately 300 acres of land in the city's ETJ for a proposed Business Park. They have built the main street through the property and installed the water and sewer main lines. The primary electrical lines have been installed and contractors are currently installing gas lines. HEDCO is now accepting proposals for high speed fiber optic service. With approval of this final plat HEDCO can begin marketing and selling these parcels of land.

**SPECIAL CONSIDERATIONS:** HEDCO has a buyer for the first tract of land out of this subdivision. With this first sale and development of this tract, the hope is that other companies will invest in this Business Park as well.

**SUPPORTING MATERIALS:**

1. Plat of Business Park



OWNER'S STATEMENT

I, John Clary, Executive Director of the Henderson Economic Development Corporation (HEDCO) the OWNER of the tract of land shown hereon do accept this as its Plan for subdividing into lots and blocks and do dedicate to the public forever the streets, alleys and easements as shown.

John Clary, Executive Director, HEDCO

SUBSCRIBED AND SWORN BEFORE ME, a Notary Public, in and for the

State of Texas, this the \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_.

CERTIFICATE OF CITY MANAGER

I, Jay Abercrombie, City Manager hereby certify that all requirements of the "Subdivision Ordinance and Zoning Ordinance" concerning submission and approval of information and data to the City Manager as required for Final Plat approval have been complied with for the hereon referenced subdivision.

Jay Abercrombie, City Manager

Date

APPROVED AND ACCEPTED BY THE CITY COUNCIL OF  
HENDERSON, TEXAS on this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_.

John "Buzz" Fullen, Mayor

Cheryl Jimerson, City Secretary

APPROVED AND ACCEPTED BY RUSK COUNTY IN HENDERSON,  
TEXAS on this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_.

Joel Hale, County Judge

Attested

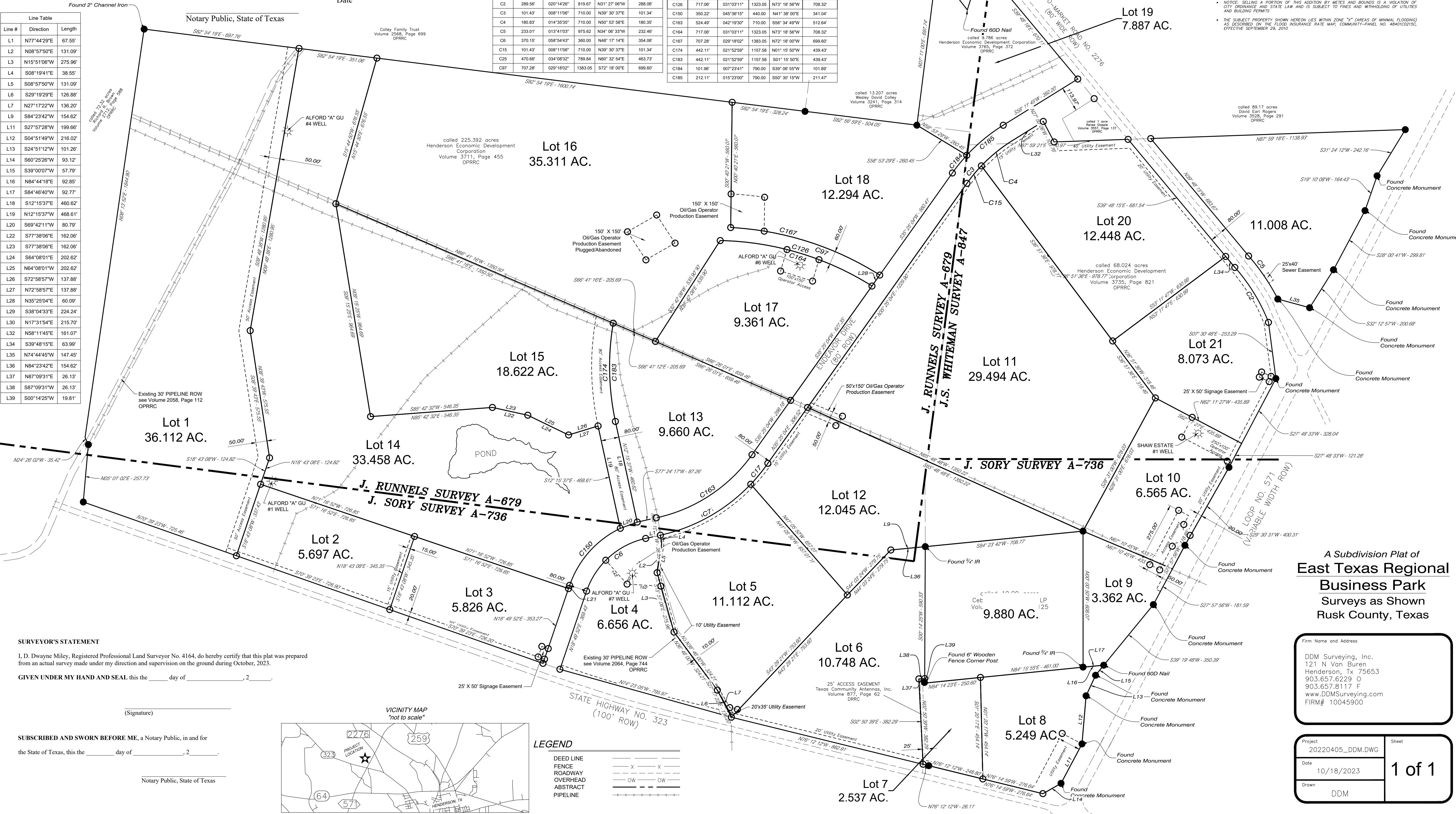
0 200 400 Feet



NOTES

- VOLUME AND PAGE REFERENCES SHOWN HEREON ARE TO THE DEED RECORDS OF RUSK COUNTY, TEXAS (DRC), THE OFFICIAL PUBLIC RECORDS OF RUSK COUNTY, TEXAS (OPRR), OR THE LAND RECORDS OF RUSK COUNTY, TEXAS (LARC).
- DIRECTIONAL CONTROL BASED UPON GPS DATA CONVERTED TO THE TEXAS COORDINATE SYSTEM OF 1983, NORTH CENTRAL ZONE.
- LINEAR DIMENSIONS ARE IN U.S. SURVEY FEET UNLESS OTHERWISE NOTED.
- DENOTES 1/2" IRON ROD, SET, (RS) UNLESS OTHERWISE NOTED.
- DENOTES 1/2" IRON ROD, FOUND, (RF) UNLESS OTHERWISE NOTED.
- EVERY DOCUMENT OF RECORD REVIEWED AND CONSIDERED AS A PART OF THIS SURVEY IS NOTED HEREON ONLY. THE DOCUMENTS NOTED HEREON WERE SUPPLIED BY THE SURVEYOR AND ABSTRACT OF TITLE, NOR TITLE COMMITMENT, NOR RESULTS OF TITLE SEARCHES WERE FURNISHED BY THE SURVEYOR. THERE MAY EXIST OTHER DOCUMENTS OF RECORD THAT WOULD AFFECT THESE PARCELS.
- EXISTING UTILITIES SHOWN ARE APPROXIMATE LOCATION GENERATED FROM PREVIOUS MAPS AND SURVEY DATA. NO GUARANTEE IS GIVEN OR IMPLIED BY DDM SURVEYING, INC. AS TO THE EXACT LOCATION OR IF ALL UNDERGROUND UTILITIES HAVE BEEN LOCATED.
- NOTICE: SELLING A PORTION OF THIS ADDITION BY METES AND BOUNDS IS A VIOLATION OF CITY ORDINANCE AND STATE LAW AND IS SUBJECT TO FINES AND WITHDRAWING OF UTILITIES AND BUILDING PERMITS.
- THE SUBJECT PROPERTY SHOWN HEREON LIES WITHIN ZONE "X" (AREAS OF MINIMAL FLOODING) AS DESCRIBED ON THE FLOOD INSURANCE RATE MAP, COMMUNITY-PANEL NO. 48401C0215G, EFFECTIVE SEPTEMBER 29, 2010.

| Line # | Direction   | Length  |
|--------|-------------|---------|
| L1     | N77°44'29"E | 67.55'  |
| L2     | N08°57'50"E | 131.09' |
| L3     | N15°51'06"W | 275.96' |
| L4     | S08°19'41"E | 38.55'  |
| L5     | S08°57'50"W | 131.09' |
| L6     | S29°19'29"E | 126.88' |
| L7     | N27°17'22"W | 136.20' |
| L8     | S84°23'42"W | 154.62' |
| L9     | S27°57'28"W | 199.66' |
| L10    | S04°51'49"W | 216.02' |
| L11    | S24°51'12"W | 101.28' |
| L12    | S60°25'26"W | 93.12'  |
| L13    | S39°00'07"W | 57.79'  |
| L14    | N84°44'18"E | 92.85'  |
| L15    | S84°46'40"W | 92.77'  |
| L16    | S12°15'37"E | 460.62' |
| L17    | N12°15'37"W | 468.61' |
| L18    | S69°42'11"W | 80.79'  |
| L19    | S77°38'06"E | 162.06' |
| L20    | S77°38'06"E | 162.06' |
| L21    | S64°08'01"E | 202.62' |
| L22    | N64°08'01"W | 202.62' |
| L23    | S72°58'57"W | 137.88' |
| L24    | N72°58'57"E | 137.88' |
| L25    | N35°25'04"E | 60.09'  |
| L26    | S38°04'33"E | 224.24' |
| L27    | N17°31'54"E | 215.70' |
| L28    | N84°23'42"E | 154.62' |
| L29    | N87°09'31"E | 26.13'  |
| L30    | S87°09'31"W | 26.13'  |
| L31    | S00°14'25"W | 19.81'  |



SURVEYOR'S STATEMENT

I, D. Dwayne Miley, Registered Professional Land Surveyor No. 4164, do hereby certify that this plat was prepared from an actual survey made under my direction and supervision on the ground during October, 2023.

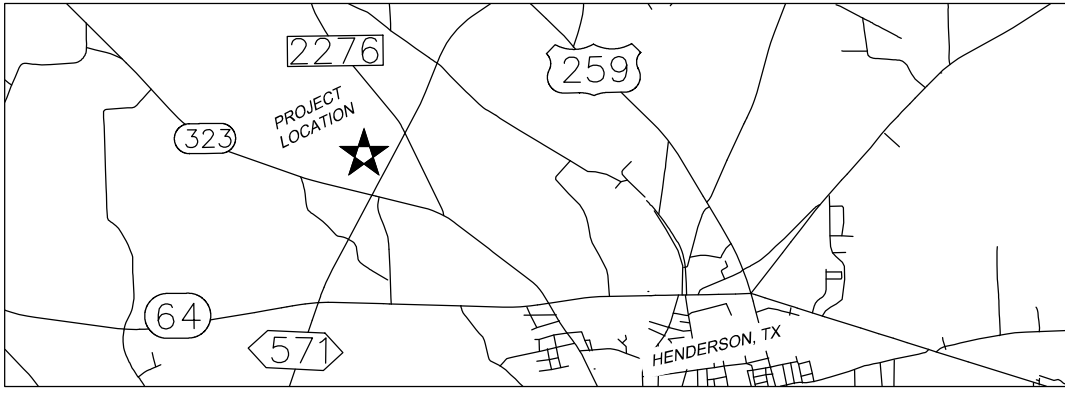
GIVEN UNDER MY HAND AND SEAL this the \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_.

(Signature)

SUBSCRIBED AND SWORN BEFORE ME, a Notary Public, in and for  
the State of Texas, this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_.

Notary Public, State of Texas

VICINITY MAP  
"not to scale"



LEGEND

|           |       |
|-----------|-------|
| DEED LINE | ---   |
| FENCE     | -X-X- |
| ROADWAY   | ==    |
| OVERHEAD  | ---   |
| ABSTRACT  | ---   |
| PIPELINE  | ---   |

A Subdivision Plat of  
**East Texas Regional  
Business Park**  
Surveys as Shown  
Rusk County, Texas

Firm Name and Address

DDM Surveying, Inc.  
121 N Van Buren  
Henderson, Tx 75653  
903.657.6229 O  
903.657.8117 F  
www.DDMSurveying.com  
FIRM# 10045900

Project  
20220405\_DDM.DWG

Date  
10/18/2023

Drawn  
DDM

Sheet

1 of 1



**City of Henderson**

# Monthly Report

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**To:** Mayor and City Council Members

**From:** Jay Abercrombie, City Manager

September 2023

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Staff has been working diligently through September with the adoption of the new budget. Once adopted, the final month of the 2022-2023 budget begins to close out the year. Each department head has been diligently working to make sure all last-minute invoices are accounted for and credited to the proper year. Karan and Laura in Finance have been busy in September and also now in October to close out one year and start fresh with the newly adopted budget for 2023-2024.

Cheryl Jimerson and others worked extremely efficiently to set the reservations, confirmations and RSVP's that went into this year's TML schedule for Mayor, Council and Directors that attended. There is more work behind the scenes than most of us realize. Kudos to Cheryl and her amazing job!

I attended the annual Conference for the International City/County Manager's Association in Austin from October 1- 3. I truly appreciate the continued support from Council as I participate and engage in these associations. This year I was able to connect with leaders around the globe that deal with their local governments. It's always great to hear how other cities operate from across our state, country, and even across major oceans. We all have the same common denominator which is the government closest to the people.

At this year's ICMA Conference, we had several discussions about AI (artificial intelligence) and it's role in government in the future. Innovations such as Chat GPT are being used as we speak to build documents, letters, data reports, etc. This is an interesting topic that I am keeping my eye and ear on, so we don't get left behind or taken advantage of.

I was also able to attend the Texas Municipal League Annual Conference with Mayor and Council this year in Dallas. The conference was held Oct. 4-6 at the Kay Bailey Hutchison Convention Center. This conference has many sessions with good information, and most are geared specifically for elected officials. I hope Council enjoyed their time and was able to learn and bring back a nugget or two that we can work on in Henderson. The expo hall is always an

interesting place as we all get to see the newest and best products and services that our vendors have to offer. As with any conference like this, you come back with more pens and stress balls than you could ever use!

The National Night Out event help on Oct 3<sup>rd</sup> was a huge success! Fair Park was even more crowded than last year with people fellowshiping with each other around food, animals and our first responders. Lt. Helton and his committee did an outstanding job again this year! MTC and Chick Fil a donated most of the food for the event. We are gracious to them and all of the sponsors that helped put this great event together in Henderson.

The Central Fire Station construction with the roof, attic space, insulation, HVAC and duct work continues to go well. The roof and insulation spray foam are complete. The ductwork and HVAC cleaning is being done currently and the last thing will be to install the drop ceiling with tile, vents, and lights. Once this is complete, the firefighters and EMS crews will be able to move back into those locations. We are hoping this can be done in the next couple of weeks.

The elevator construction is ongoing at City Hall. This will be a long process and is major construction to the building. It's been a little slow on the concrete base work so far but we anticipate things going faster once that base work is complete. Our internal construction crew led by Matt Smith is remodeling the large public women's restroom downstairs.

Comprehensive Plan – Kimly-Horn has given us the first complete draft of the Comprehensive Plan. This has been reviewed by staff and is now in Council's hands for review. Please let me know of any questions you may have and let me know when you are ready to schedule the adoption process starting with P&Z. Once Planning and Zoning receives, they will approve and send a recommendation to Council for approval. Council will finally approve by ordinance with two readings as normal.

Construction of Fiber internet is continuing by several providers. Our Community Development Team continues to work diligently with these construction teams to make sure our residents and businesses aren't unnecessarily inconvenienced. This is a huge opportunity for our citizens and business owners who have been wanting other options. Now multiple options are available which will create a healthy competition for better rates and customer service.

Our water meters continue to be changed out with only about 200 remaining. We are already seeing a difference in readings as some are reading now that haven't had readings in months. Once this is complete, our billing process will be more efficient, allowing for better upkeep and preventative maintenance to be scheduled. This project should wrap up in the next two or three weeks.

Hail damage repair is commencing on our facilities starting Oct. 10<sup>th</sup>. Materials are being received at City Hall causing even more congestion with parking due to the elevator construction going on simultaneously. We have spoken to neighboring parking lot owners, and they have graciously given our staff permission to park in their lots, so we keep spaces open in front of City Hall for visitors. The roof repair process will be a turnkey operation through TML Insurance with a general contractor overseeing all construction. This format ensures the projects to be

completed per the City's and TML's specifications with warranties in place. It also allows for quicker completion due to not having to go out to bid for each job individually.

Our Executive Leadership team continues to think of ways we can engage with our team members to continue the great communication that is happening across all departments and levels. We are also vigorously looking for ways to continue our recruitment of all levels of employment needs. The benefits we offer as a City have always been a key tool in working in the public sector. We are now finding out that this is not necessarily the case any longer. The City of Henderson strives to be the very best employer in Rusk County and East Texas.

I lost a mentor this past month. Larry Morgan had over 30 years of public service under his belt before he retired in 2016. He had been the City Manager for the City of Bullard for the previous 10 years. Before that he had experience in Parks and Recreation, Economic Development and Chamber of Commerce. He worked in Dallas, Tyler and Jacksonville among others during his career. I was able to begin my experience on City Council in Bullard with Larry as City Manager. It was Larry that introduced me to the local government world that most never truly understand. I became more of a sponge for how local government reacted with communities and how development was done due to spending time in the truck with Larry as we drove around looking at different parts of the City. When Larry retired in 2016, I had the crazy dream to change my career path and go into public service and professional city management. I will forever be grateful for his teachings and friendship over that span of 10 years. RIP Larry Morgan!

Here is a brief look at a few things on my calendar for the month of September:

- Sept 5 - Interviews for Main Street Coordinator  
Attended District Go Texan Meeting
- Sept 7 - Attended Employee Appreciation Dinner planning meeting
- Sept 12 - AM/PM Alarm Training for Municipal Complex  
Council Meeting – Budget Adoption Ordinance
- Sept 13 - Performance Services Project meeting update  
Executive Leadership Coaching with Kevin Johnson and Leadership team  
Met with design consultant on Sports Complex
- Sept 14 - Attended National Night Out planning meeting  
Attended Main Street Board Orientation
- Sept 19 - Business to Business expo by Chamber  
United Way Board meeting  
City Council Meeting



Sept 22 - Attended TCMA Board meeting in Austin as President Elect

Sept 26 - Led Leadership Meeting of department heads

Attended HEDCO's Business Appreciation Luncheon.

Again, thank you to Council for your progressive leadership that is allowing things to happen in Henderson that some thought never possible!

Please feel free to contact me at any time if you have a question regarding any department or concern within the City.

Cell – 903-571-2917 Email: [jabercrombie@hendersontx.us](mailto:jabercrombie@hendersontx.us)

Respectfully Submitted, Jay Abercrombie, City Manager



# HENDERSON FIRE DEPARTMENT

401 West Main St.  
Henderson, Texas 75654  
903-657-6551

Rusty Chote, Fire Chief  
Sonny Ybarra, Deputy Fire Chief

## MONTHLY REPORT FOR OCTOBER 2023

| <u>TYPE OF CALL</u>                       | <u>CITY</u>             | <u>COUNTY</u>      |
|-------------------------------------------|-------------------------|--------------------|
| <i>OTHER FIRES (Industrial/other)</i>     | 0                       | 0                  |
| <i>STRUCTURE FIRES</i>                    | 0                       | 0                  |
| <i>VEHICLE FIRES</i>                      | 0                       | 0                  |
| <i>GRASS FIRES</i>                        | 4                       | 5                  |
| <i>ELECTRICAL FIRES</i>                   | 2                       | 0                  |
| <i>COOKING FIRES (KITCHEN)</i>            | 0                       | 0                  |
| <i>POWER LINES</i>                        | 0                       | 1                  |
| <i>SMOKE CHECKS</i>                       | 0                       | 0                  |
| <i>ACCIDENTS (JAWS)</i>                   | 0                       | 0                  |
| <i>MVC'S (No Extrication)</i>             | 5                       | 5                  |
| <i>AIRCRAFT STAND-BY</i>                  | 1                       | 0                  |
| <i>FUEL SPILLS/GAS LEAKS</i>              | 4                       | 1                  |
| <i>RESCUE</i>                             | 1                       | 0                  |
| <i>MEDICAL CALLS</i>                      | 30                      | 4                  |
| <i>ALARM MALFUNCTIONS</i>                 | 5                       | 0                  |
| <i>FALSE ALARMS</i>                       | 10                      | 0                  |
| <i>DISPATCHED AND CANCELED ENROUTE</i>    | 5                       | 3                  |
| <i>UNAUTHORIZED BURNING</i>               | 0                       | 1                  |
| <i>CONTROL BURN (COUNTY ONLY)</i>         | 0                       | 2                  |
| <i>ASSIST OTHER DEPARTMENTS</i>           | 0                       | 1                  |
| <i>MISCELLANEOUS CALLS/PUBLIC SERVICE</i> | 2                       | 2                  |
| <b>TOTAL</b>                              | <b>69</b>               | <b>25</b>          |
| <b>MILEAGE</b>                            | <b>184.4</b>            | <b>227</b>         |
| <b>MANHOURS</b>                           | <b>119.5</b>            | <b>76</b>          |
| <b>TOTAL CALLS</b>                        |                         | <b>94</b>          |
| <b>TOTAL MILEAGE</b>                      |                         | <b>411.40</b>      |
| <b>TOTAL MANHOURS</b>                     |                         | <b>302.00</b>      |
| <b>TRAINING</b>                           | <b>Paid 78.5 Vol 28</b> | <b>Total 106.5</b> |
| <b>INSPECTIONS</b>                        |                         | <b>28</b>          |
| <b>FIRE PREVENTION PROGRAMS</b>           |                         | <b>0</b>           |
| <b>PUBLIC RELATIONS EVENTS</b>            |                         | <b>11</b>          |
| <b>HYDRANT MAINTENANCE</b>                |                         | <b>59</b>          |
| <b>WATER USAGE</b>                        |                         | <b>3,390</b>       |



# UTHealth East Texas

**City of Henderson**  
**October 2023**

**Emergency Calls Compliance**

**Compliance**  
**95.05**

**Calls**  
**101**

**Late**  
**5**

**Run# - 92068 – Priority 1 – Interfacility**  
**Total Response Time – 10 minutes 29 seconds**

**Delay due to long out of chute time.**

**Run# - 90877 – Priority 2 – Stroke**  
**Total Response Time – 09 minutes 17 seconds**

**Delay due to long out of chute time.**

**Run# - 93074 – Priority 2 – Headache**  
**Total Response Time – 12 minutes – 07 seconds**

**Delay due to multiple calls in the city.**

**Run# - 95861 – Priority 2 – Interfacility**  
**Total Response Time – 22 minutes 45 seconds.**

**Delay due to multiple calls in the city.**

**Run# - 97388 – Priority 2 – Traumatic Injury**  
**Total Response Time – 10 minutes 50 seconds**

**Delay due to long chute time.**



# HENDERSON FIRE DEPARTMENT



October is the busiest month of the year for the Henderson Fire Department in regard to public relations and interaction with the community. The Henderson Fire Department has turned the annual “Fire Prevention Week” into “Fire Prevention Month”. Firefighters performed fire prevention programs at the school, daycare centers and even had some classes come to the station.

\*\*\*\*\*

On October 3<sup>rd</sup>, the City of Henderson hosted a National Night Out Party at Fair Park. The Henderson Fire Department, along with the other city departments attended the event. This was the second year the National Night Out Party was hosted by the city. The event was attended by many citizens and participants from many different agencies from Henderson and Rusk County. The event was successful in bringing positive contact with the public.



## October 2023 Call

### Log

- |                  |    |
|------------------|----|
| • Fire Calls:    | 60 |
| • Medical Calls: | 34 |
| • Total Calls:   | 94 |
|                  |    |
| • Inspections:   | 28 |
| • Hydrants:      | 59 |

## October 2023 Monthly Report

October 31<sup>st</sup>, HFD, HPD and City Hall Employees worked together to host the Annual Public Safety Fun Night held at Central Fire Station. HFD, HPD, UT Health EMS, RCSO and TEXAS DPS all attended the event. We had a great turnout and everyone was happy.

\*\*\*\*\*

October 29<sup>th</sup>, Henderson Fire Department A-Shift were asked to help judge a chili cookoff at Calvary Baptist Church. Firefighters made positive contact at the event with those taking part and attending the event.





This years' Paint The Town Pink, the Henderson Fire Department partnered again with some of the local restaurants again for the whole month of October 2023. The restaurants agreed to donate a portion of the proceeds to the Henderson Fire Department Cancer Fund. This year, we had 17 restaurants, many who donated several days, and 2 boutiques who participated. The event was a success and HFD is looking forward to continuing to partner with those in our community with future PTTP parties. Full Armor held a volleyball tournament and our A shift along with some volunteer firefighters represented HFD. They raised over \$1,000.00 during that tournament. We also had a raffle for prizes that were donated by local vendors.



|                              | Oct | Nov | Dec | Jan  | Feb | Mar | Apr | May  | June | July | Aug | Sept | Oct  | Nov  | Dec | Jan | Feb |
|------------------------------|-----|-----|-----|------|-----|-----|-----|------|------|------|-----|------|------|------|-----|-----|-----|
|                              |     |     |     | 2022 |     |     |     |      |      |      |     |      |      |      |     |     |     |
| <b>CALLS FOR SERVICE</b>     | 819 | 764 | 802 | 738  | 671 | 753 | 878 | 1176 | 1160 | 1139 | 988 | 1001 | 1037 | 1030 | 975 | 991 | 970 |
| <b>OFFICER INITIATED CFS</b> | 92  | 96  | 86  | 66   | 53  | 105 | 209 | 486  | 484  | 414  | 388 | 289  | 362  | 295  | 321 | 299 | 371 |
| <b>DISPATCHED CFS</b>        | 727 | 668 | 716 | 672  | 618 | 648 | 669 | 690  | 676  | 725  | 600 | 712  | 675  | 735  | 654 | 692 | 599 |
|                              |     |     |     |      |     |     |     |      |      |      |     |      |      |      |     |     |     |
| <b>TRAFFIC CITATIONS</b>     | 90  | 84  | 71  | 87   | 59  | 124 | 90  | 59   | 53   | 58   | 71  | 51   | 58   | 48   | 25  | 42  | 53  |
| <b>WRITTEN WARNINGS</b>      | 267 | 323 | 327 | 338  | 275 | 490 | 425 | 286  | 274  | 182  | 234 | 168  | 240  | 152  | 185 | 187 | 231 |
|                              |     |     |     |      |     |     |     |      |      |      |     |      |      |      |     |     |     |
| <b>ARREST</b>                | 98  | 62  | 59  | 42   | 47  | 62  | 33  | 23   | 31   | 35   | 21  | 31   | 38   | 35   | 25  | 30  | 31  |
| <b>ACCIDENTS</b>             | 15  | 24  | 22  | 23   | 14  | 24  | 17  | 21   | 28   | 29   | 21  | 37   | 19   | 44   | 35  | 50  | 35  |
| <b>DWI ARREST</b>            | 5   | 3   | 0   | 1    | 3   | 1   | 1   | 4    | 3    | 0    | 2   | 1    | 2    | 3    | 2   | 3   | 1   |
| (included above)             |     |     |     |      |     |     |     |      |      |      |     |      |      |      |     |     |     |
| <b>INCIDENT REPORTS</b>      |     |     |     |      |     |     |     |      |      |      |     |      |      |      |     |     |     |
| <b>SENT TO CID</b>           | 299 | 264 | 290 | 265  | 256 | 258 | 191 | 226  | 230  | 181  | 204 | 231  | 229  | 249  | 212 | 247 | 179 |
| <b>ASSIGNED</b>              | 240 | 235 | 216 | 240  | 228 | 201 | 191 | 226  | 230  | 181  | 204 | 231  | 229  | 249  | 212 | 247 | 179 |
| <b>SUSPENDED</b>             | 137 | 117 | 98  | 143  | 118 | 105 | 70  | 75   | 86   | 98   | 78  | 53   | 126  | 90   | 71  | 86  | 59  |
| <b>CLEARED</b>               | 77  | 55  | 96  | 63   | 85  | 95  | 112 | 95   | 109  | 56   | 145 | 135  | 121  | 112  | 80  | 84  | 55  |
|                              |     |     |     |      |     |     |     |      |      |      |     |      |      |      |     |     |     |
| <b>BURGLARY</b>              | 15  | 18  | 15  | 10   | 12  | 4   | 1   | 5    | 5    | 2    | 19  | 15   | 7    | 14   | 17  | 14  | 3   |
| <b>ROBBERY</b>               | 0   | 1   | 1   | 2    | 1   | 0   | 1   | 1    | 4    | 0    | 0   | 0    | 0    | 1    | 3   | 0   | 0   |
| <b>ASSAULT</b>               | 33  | 27  | 40  | 27   | 26  | 23  | 12  | 10   | 31   | 22   | 19  | 32   | 28   | 27   | 31  | 26  | 15  |
| <b>POCS / POM*</b>           | 6   | 11  | 12  | 5    | 9   | 6   | 2   | 3    | 3    | 4    | 2   | 0    | 3    | 0    | 1   | 2   | 3   |
| <b>SEXUAL ASSAULT</b>        | 0   | 5   | 1   | 1    | 2   | 1   | 2   | 1    | 1    | 0    | 0   | 0    | 4    | 0    | 0   | 0   | 2   |

\* Includes marijuana, cocaine, etc.

| Mar  | April | May  | June | July | Aug  |      | Oct  |
|------|-------|------|------|------|------|------|------|
|      |       |      |      |      |      |      |      |
| 1092 | 1047  | 1077 | 1102 | 1133 | 1150 | 1180 | 1057 |
| 364  | 331   | 304  | 362  | 424  | 432  | 514  | 460  |
| 728  | 716   | 773  | 740  | 709  | 718  | 666  | 597  |
|      |       |      |      |      |      |      |      |
| 94   | 29    | 74   | 64   | 73   | 117  | 96   | 133  |
| 241  | 134   | 185  | 170  | 225  | 224  | 285  | 178  |
|      |       |      |      |      |      |      |      |
| 31   | 28    | 27   | 38   | 23   | 37   | 38   | 31   |
| 39   | 41    | 39   | 46   | 37   | 28   | 30   | 35   |
| 1    | 1     | 0    | 1    | 2    | 1    | 2    | 0    |
|      |       |      |      |      |      |      |      |
|      |       |      |      |      |      |      |      |
| 240  | 204   | 233  | 280  | 212  | 206  | 191  | 202  |
| 240  | 204   | 233  | 280  | 212  | 206  | 191  | 202  |
| 120  | 141   | 59   | 141  | 117  | 174  | 110  | 72   |
| 111  | 102   | 89   | 70   | 127  | 107  | 105  | 95   |
|      |       |      |      |      |      |      |      |
| 7    | 10    | 23   | 15   | 13   | 6    | 13   | 12   |
| 2    | 1     | 1    | 0    | 1    | 2    | 1    | 2    |
| 41   | 29    | 32   | 28   | 21   | 31   | 27   | 26   |
| 2    | 2     | 1    | 2    | 1    | 6    | 8    | 4    |
| 0    | 3     | 2    | 3    | 1    | 1    | 1    | 0    |

**Compatibility Report for Copy of Jan 2022 Monthly Report -  
.xls  
Run on 02/02/2022 16:35**

If the workbook is saved in an earlier file format or opened in an earlier version of Microsoft Excel, the listed features will not be available.

**Minor loss of fidelity**

**# of  
occurrences**      **Version**

|                                                                                                                                                                              |    |               |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|---------------|
| Some cells or styles in this workbook contain formatting that is not supported by the selected file format. These formats will be converted to the closest format available. | 17 | Excel 97-2003 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|---------------|



# *Henderson Police Department*

800 Lake Forest Parkway

Henderson, Texas 75652

Phone: 903-657-3512 Fax: 903-657-3345

*Integrity ° Respect ° Accountability ° Courage ° Professionalism ° Dedication ° Service*

---

Date: October 31, 2023

Dear Sergeant Helton,

When we started the open records, it wasn't made clear which requests, if any, are open. It has come to my attention that at least 16 crash reports, some of which were from 2022, were not answered. I've been able to close all those crash reports and currently have 1 open request and it is not passed due.

We have found another issue and that involves the open record requests for body camera and audio requests. These may have been sent for AG rulings. The notes are not clear on these packets and as we are not able to contact the previous city attorney for clarification, I've made a few calls to the AG's office and am hopeful for a response. I know of 7 open requests from the Monsour Law Firm and am working to clear these as soon as possible. I know we are looking into redaction software. I believe this type of in-house software will greatly improve our response time with future requests as well as provide revenue to pay for the software.

I've highlighted a specific case that I found interesting. The US District Court requested all records for a person and specifically requested copies of the original offense report and arrest reports dated 05/12/1999 and 01/05/2005. After much searching, I was able to locate these records. The 1999 case was a Criminal Trespass and 2005 was a warrant arrest. I was amazed we still had these records.

Even with the above challenges, this has been a very productive month, and I am eager to see where the next month takes us. Thank you again for the opportunity as I thoroughly enjoy my position within the department!

Respectfully,

A handwritten signature in blue ink that reads "Stacey Strong". The signature is written in a cursive, flowing style.

Stacey Strong



# *Henderson Police Department*

800 Lake Forest Parkway

Henderson, Texas 75652

Phone: 903-657-3512 Fax: 903-657-3345

*Integrity ° Respect ° Accountability ° Courage ° Professionalism ° Dedication ° Service*

To: City Council  
From: Chad Taylor, Chief  
Ref: Open Records

10/31/2023

## Open records report for the month of October

| Request              | ORR<br>Received | ORR Completed | ORR Open |
|----------------------|-----------------|---------------|----------|
| OAG Ruling           | 2               | 2             | 0        |
| ORR US Gov.          | 2               | 2             | 0        |
| ORR State Gov.       | 5               | 5             | 0        |
| ORR Local Gov.       | 3               | 3             | 0        |
| ORR Forensic Medical | 1               | 1             | 0        |
| ORR civilian         | 15              | 15            | 0        |
| ORR Attorney         | 3               | 2             | <b>1</b> |
| CRASH Reports        | 42              | 41            | <b>1</b> |
| Total Requests       | <b>73</b>       | <b>71</b>     | <b>2</b> |

Information provided by Stacey Strong – Records Administrator

## October 2023 Request Timeline

| Minutes | Start Date        | End Date          | Task                        |                       |
|---------|-------------------|-------------------|-----------------------------|-----------------------|
| 60      | 10/2/2023         | 10/2/2023         | FBI ORR                     | No charge             |
| 15      | 10/2/2023         | 10/2/2023         | DPS ORR                     | No charge             |
| 30      | 10/4/2023         | 10/10/2023        | DPS ALR/DIC Request         | No charge             |
| 10      | 10/4/2023         | 10/5/2023         | Thompson Law ORR            | No charge             |
| 90      | 10/9/2023         | 10/13/2023        | DFPS ORR                    | No charge             |
| 10      | 10/9/2023         | 10/9/2023         | RC Comm. Supervision ORR    | No charge             |
| 10      | 10/9/2023         | 10/9/2023         | Civilian ORR                | No charge             |
| 10      | 10/9/2023         | 10/10/2023        | Civilian ORR                | No charge             |
| 90      | 10/11/2023        | 10/12/2023        | Gregg Investigations ORR    | No charge             |
| 10      | 10/10/2023        | 10/12/2023        | Forensic Medical ORR        | No charge             |
| 60      | 10/12/2023        | 10/17/2023        | Henderson Housing Auth. ORR | No charge             |
| 10      | 10/12/2023        | 10/13/2023        | Civilian ORR                | No charge             |
| 10      | 10/13/2023        | 10/13/2023        | DFPS ORR                    | No charge             |
| 10      | 10/16/2023        | 10/17/2023        | Civilian ORR                | No charge             |
| 10      | 10/16/2023        | 10/17/2023        | Civilian ORR                | No charge             |
| 10      | 10/17/2023        | 10/24/2023        | Civilian ORR                | No charge             |
| 10      | 10/18/2023        | 10/18/2023        | Civilian ORR                | No charge             |
| 30      | 10/21/2023        | 10/24/2023        | Civilian ORR                | No charge             |
| 180     | <b>10/19/2023</b> | <b>10/23/2023</b> | <b>US District Court</b>    | No charge             |
| 5       | 10/19/2023        | 10/23/2023        | Civilian ORR                | No charge             |
| 10      | 10/25/2023        | 10/25/2023        | Tyler PD Arrest Report      | No charge             |
| 10      | 10/25/2023        | 10/25/2023        | Civilian ORR                | No charge             |
| 30      | 10/25/2023        | 10/25/2023        | Board of Nurses ORR         | No charge             |
| 60      | 10/24/2023        | 10/24/2023        | Civilian ORR                | No charge             |
| 60      | 10/24/2023        | 10/25/2023        | Civilian ORR                | Charged \$18.50       |
| 90      | 10/20/2023        | 10/20/2023        | Civilian ORR                | No charge/phone calls |
| 60      | 10/18/2023        |                   | Monsour Law ORR             | On Going Charges      |
| 60      | 10/9/2023         | 10/18/2023        | OAG Ruling                  | No charge             |
| 10      | 10/26/2023        | 10/26/2023        | Civilian ORR                | No charge             |
| 10      | 10/27/2023        | 10/28/2023        | Civilian ORR                | No charge             |

Information provided by Stacey Strong – Records Administrator





# Henderson Police Department

800 Lake Forest Parkway

Henderson, Texas 75652

Phone: 903-657-3512 Fax: 903-657-3345

*Integrity ° Respect ° Accountability ° Courage ° Professionalism ° Dedication ° Service*

## October 2023 ORR Revenue

| Description              | Qty | Unit price | Discount | Total           |
|--------------------------|-----|------------|----------|-----------------|
| Crash Reports            | 21  | \$5.00     |          | \$105.00        |
| Crash Reports            | 8   | \$6.00     |          | \$48.00         |
| ORR Civilian             | 1   | \$18.50    |          | \$18.50         |
| ORR Attorney             | 4   | \$0.00     |          | \$0.00          |
| Crash Report Lexis Nexis | 1   | \$50.00    |          | \$50.00         |
| Fee received 2021        | 1   | \$11.00    |          | \$11.00         |
| <b>Total</b>             |     |            |          | <b>\$232.50</b> |
|                          |     |            |          |                 |



# Memo



**To:** Jay Abercrombie, City Manager

**From:** Chad Taylor, Chief of Police

**cc:** Cheryl Jimerson, City Secretary

**Date:** November 2, 2023

**Re:** Henderson Police Department Monthly Report



Attached to this memo please find the monthly activity report from the Police Department for October.

The Henderson Police Department had several interactions with the community this month that everyone enjoyed. We had a great time with National Night Out as well as getting to visit with the kids First Responder Fun night. It was great seeing the kids dressed up as well as some of the Officers and their families. We also enjoyed several ribbon cuttings for business' in our community.

**October 3, 2023 – Chief Taylor and several Officers at National Night Out.**





**October 3, 2023 – Chief Taylor, Sgt. Helton, and Lt. Bradley with Chic-Fil-A who donated food for our National Night Out program.**



**October 18, 2023 – Sgt. Helton and Stacey Strong at the Ribbon Cutting for E5 Family Farms.**





**October 25, 2023 – SRO King with Wylie Primary students for the Big Kahuna Party.**



**October 26, 2023 – Sgt. Helton and Stacey Strong at the Ribbon Cutting for The Hendo.**





**October 28, 2023 – Narcotics Detective Kris Williamson at Walgreens with the DEA take back for unused prescription medications.**



**October 31, 2023 – HPD Officers enjoying the First Responder Fun Night at the Fire Department.**



# Henderson Animal Center and Protection

## Monthly Report

Month of: October

Year: 2023

### Inside City Limits

|                                 |          |                      |          |
|---------------------------------|----------|----------------------|----------|
| Number of Dogs:                 | 2        | Year to Date:        | 2        |
| Number of Cats:                 | 5        | Year to Date:        | 5        |
| Number of Others:               | 0        | Year to Date:        | 0        |
| <b>TOTAL Number of Animals:</b> | <b>7</b> | <b>Year to Date:</b> | <b>7</b> |

### ACOPU

|                                 |           |                      |           |
|---------------------------------|-----------|----------------------|-----------|
| Number of Dogs:                 | 6         | Year to Date:        | 6         |
| Number of Cats:                 | 7         | Year to Date:        | 7         |
| Number of Others:               | 3         | Year to Date:        | 3         |
| <b>TOTAL Number of Animals:</b> | <b>16</b> | <b>Year to Date:</b> | <b>16</b> |

### Outside City Limits

|                                 |           |                      |           |
|---------------------------------|-----------|----------------------|-----------|
| Number of Dogs:                 | 8         | Year to Date:        | 8         |
| Number of Cats:                 | 5         | Year to Date:        | 5         |
| Number of Others:               | 1         | Year to Date:        | 1         |
| <b>TOTAL Number of Animals:</b> | <b>14</b> | <b>Year to Date:</b> | <b>14</b> |

### Rusk County Sheriff's Department

|                                 |          |                      |          |
|---------------------------------|----------|----------------------|----------|
| Number of Dogs:                 | 0        | Year to Date:        | 0        |
| Number of Cats:                 | 0        | Year to Date:        | 0        |
| Number of Others:               | 0        | Year to Date:        | 0        |
| <b>TOTAL Number of Animals:</b> | <b>0</b> | <b>Year to Date:</b> | <b>0</b> |

### City of Overton

|                                 |          |                      |          |
|---------------------------------|----------|----------------------|----------|
| Number of Dogs:                 | 0        | Year to Date:        | 0        |
| Number of Cats:                 | 0        | Year to Date:        | 0        |
| Number of Others:               | 0        | Year to Date:        | 0        |
| <b>TOTAL Number of Animals:</b> | <b>0</b> | <b>Year to Date:</b> | <b>0</b> |

### City of Tatum

|                                 |          |                      |          |
|---------------------------------|----------|----------------------|----------|
| Number of Dogs:                 | 0        | Year to Date:        | 0        |
| Number of Cats:                 | 0        | Year to Date:        | 0        |
| Number of Others:               | 0        | Year to Date:        | 0        |
| <b>TOTAL Number of Animals:</b> | <b>0</b> | <b>Year to Date:</b> | <b>0</b> |

### **City of New London**

|                                 |          |                      |          |
|---------------------------------|----------|----------------------|----------|
| Number of Dogs:                 | 0        | Year to Date:        | 0        |
| Number of Cats:                 | 0        | Year to Date:        | 0        |
| Number of Others:               | 0        | Year to Date:        | 0        |
| <b>TOTAL Number of Animals:</b> | <b>0</b> | <b>Year to Date:</b> | <b>0</b> |

### **TOTAL of Animals Received**

|                          |           |                      |           |
|--------------------------|-----------|----------------------|-----------|
| Number of Dogs:          | 16        | Year to Date:        | 16        |
| Number of Cats:          | 17        | Year to Date:        | 17        |
| Number of Others:        | 4         | Year to Date:        | 4         |
| <b>TOTAL this Month:</b> | <b>37</b> | <b>Year to Date:</b> | <b>37</b> |

### **Animals Reclaimed**

|                          |          |                      |          |
|--------------------------|----------|----------------------|----------|
| Number of Dogs:          | 1        | Year to Date:        | 1        |
| Number of Cats:          | 0        | Year to Date:        | 0        |
| Number of Others:        | 0        | Year to Date:        | 0        |
| <b>TOTAL this Month:</b> | <b>1</b> | <b>Year to Date:</b> | <b>1</b> |

### **Animals Adopted**

|                          |           |                      |           |
|--------------------------|-----------|----------------------|-----------|
| Number of Dogs:          | 23        | Year to Date:        | 23        |
| Number of Cats:          | 31        | Year to Date:        | 31        |
| Number of Others:        | 2         | Year to Date:        | 2         |
| <b>TOTAL this Month:</b> | <b>56</b> | <b>Year to Date:</b> | <b>56</b> |

|                                    |                        |    |                        |    |
|------------------------------------|------------------------|----|------------------------|----|
| <i>Monthly Adoption Breakdown:</i> | <i>Dogs Adopted:</i>   | 15 | <i>Dogs Rescued:</i>   | 8  |
|                                    | <i>Cats Adopted:</i>   | 8  | <i>Cats Rescued:</i>   | 23 |
|                                    | <i>Others Adopted:</i> | 2  | <i>Others Rescued:</i> | 0  |

### **Animals Euthanized**

|                          |          |                      |          |
|--------------------------|----------|----------------------|----------|
| Number of Dogs:          | 1        | Year to Date:        | 1        |
| Number of Cats:          | 0        | Year to Date:        | 0        |
| Number of Others:        | 0        | Year to Date:        | 0        |
| <b>TOTAL this Month:</b> | <b>1</b> | <b>Year to Date:</b> | <b>1</b> |

|                                     |              |                 |                    |
|-------------------------------------|--------------|-----------------|--------------------|
| <i>Monthly Euthanasia Breakdown</i> | <i>Sick:</i> | <i>Injured:</i> | <i>Aggressive:</i> |
| <i>Dogs:</i>                        | 0            | 1               | 0                  |
| <i>Cats:</i>                        | 0            | 0               | 0                  |
| <i>Other: (Non-Wildlife)</i>        | 0            | 0               | 0                  |

|                                                   |             |                      |             |
|---------------------------------------------------|-------------|----------------------|-------------|
| <b><u>Animals Held for Rabies Quarantine:</u></b> | <b>2</b>    | <b>Year to Date:</b> | <b>2</b>    |
| <b><u>Animals Tested for Rabies:</u></b>          | <b>1</b>    | <b>Year to Date:</b> | <b>1</b>    |
| <b><u>Animal Complaints Received:</u></b>         | <b>616+</b> | <b>Year to Date:</b> | <b>616+</b> |
| <b><u>Deceased on Arrival (disposal):</u></b>     | <b>3</b>    | <b>Year to Date:</b> | <b>3</b>    |
| <b><u>Died in Care:</u></b>                       | <b>0</b>    | <b>Year to Date:</b> | <b>0</b>    |

### **Animal Protection Activity**

|                                               |           |                      |           |
|-----------------------------------------------|-----------|----------------------|-----------|
| <b>Warnings Issued:</b>                       | <b>8</b>  | <b>Year to Date:</b> | <b>8</b>  |
| <b>Citations:</b>                             | <b>4</b>  | <b>Year to Date:</b> | <b>4</b>  |
| <b>Calls for Service during hours:</b>        | <b>65</b> | <b>Year to Date:</b> | <b>65</b> |
| <b>Calls for Service after hours:</b>         | <b>2</b>  | <b>Year to Date:</b> | <b>2</b>  |
| <b>Seizures:</b>                              | <b>0</b>  | <b>Year to Date:</b> | <b>0</b>  |
| <b>Wildlife Euthanasia (sick or injured):</b> | <b>0</b>  | <b>Year to Date:</b> | <b>0</b>  |
| <b>Wildlife Release:</b>                      | <b>2</b>  | <b>Year to Date:</b> | <b>2</b>  |
| <b>Traps Set:</b>                             | <b>18</b> | <b>Year to Date:</b> | <b>18</b> |

### **CITY WAITING LIST:**

|                                |           |                       |            |
|--------------------------------|-----------|-----------------------|------------|
| <b>TOTAL ADDED this Month:</b> | <b>18</b> | <b>Total to Date:</b> | <b>415</b> |
|--------------------------------|-----------|-----------------------|------------|

### **COUNTY WAITING LIST:**

|                                |           |                       |              |
|--------------------------------|-----------|-----------------------|--------------|
| <b>TOTAL ADDED this Month:</b> | <b>57</b> | <b>Total to Date:</b> | <b>3,113</b> |
|--------------------------------|-----------|-----------------------|--------------|

**TOTAL ANIMALS ON WAITING LIST:** (This number does not reflect the animals that have been taken off the list due to rehoming or the ones we have found rescues for without taking them into the center.)

|                                |           |                       |              |
|--------------------------------|-----------|-----------------------|--------------|
| <b>TOTAL ADDED this Month:</b> | <b>75</b> | <b>Total to Date:</b> | <b>3,528</b> |
|--------------------------------|-----------|-----------------------|--------------|







City of Henderson  
Animal Center  
And Protection

## Memo

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**To:** Jay Abercrombie, City Manager

**From:** Charissa Pool, Animal Center and Animal Protection Director

**cc:** Cheryl Jimerson, City Secretary

**Date:** November 21, 2023

**Re:** Henderson Animal Center and Protection Monthly Report

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Attached to this memo, please find the monthly activity report from Henderson Animal Center and Protection for October 2023.



# Henderson Animal Center and Protection

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## October 2023





Austin Bisnette and Vanessa Bridges were welcomed to the team as our newest part time kennel technicians:



We had a couple “foster fails”! They had been bottle feeding a litter of kittens and decided to adopt them:





There were lots of happy outcomes this month:

















We had several people donate much needed supplies:



There were a few kids that came to read to the animals on their spare time:



Ausha claimed the giant unicorn that was donated and she is loving her new friend!



We have new merchandise to help raise money for vet bills and extra things the animals in our care might need:





With over 20 puppies in our care, we decided to do a spooktacular photoshoot in hopes of increasing their adoptability:













There have been quite a few strays that have not been reclaimed...



...and even more that still need homes:

CARL



MIESHA



WANDA



ARIEL



SAVE A LIFE TODAY!



OUR PUPS NEED YOU!

CAIRO



ANG



SAM



HANK





We had a blast handing out educational coloring books, stickers, candy, and more at the Safety Fun Night!





## Community Development Department

300 West Main Street

Henderson, Tx 75652

Phone: 903-392-0786

Fax: 903-657-0015

# Monthly Report

**To:** Mayor and City Council Members

**From:** Cliff McElfresh/Billy Hughes

**RE:** Summary for the Month of October 2023

|                                             |                   |                 |
|---------------------------------------------|-------------------|-----------------|
| MONTHLY TOTALS BUILDING CONSTRUCTION VALUE: | October, 2023     | \$1,118,571.00  |
| MONTHLY TOTALS BUILDING CONSTRUCTION VALUE: | October, 2022     | \$335,272.00    |
| ANNUAL TOTAL BUILDING CONSTRUCTION VALUE:   | TO DATE 2023      | \$27,486,835.40 |
| ANNUAL TOTAL BUILDING CONSTRUCTION VALUE:   | Thru October 2022 | \$5,753,687.00  |

## BUILDING INSPECTORS REPORT

## CODE ENFORCEMENT REPORT

|                            |    |                                                  |    |
|----------------------------|----|--------------------------------------------------|----|
| Building Inspections       | 16 | Food Establishment Inspections                   | 64 |
| Electrical Inspections     | 20 | Food Truck/Trailer Permits                       | 3  |
| Plumbing Inspections       | 27 | High Grass & Weeds                               | 1  |
| Mechanical Inspections     | 7  | Junk Vehicles                                    | 0  |
| Stop Work Orders           | 1  | Illegal Signs                                    | 1  |
| Other-Driveway, slab, etc. | 9  | Sub-Standard Structure Inspections/Notifications | 0  |
| Residential Plan Review    | 1  | Illegal Dumping /Road debris/Illegal storage     | 0  |
| Commercial Plan Review     | 1  | Restaurant Grease Trap Inspection                | 0  |
| Sign Permits Review        | 8  | Abatements                                       | 1  |
| Certificate of Occupancy   | 4  | Other                                            | 0  |

|                                     |    |
|-------------------------------------|----|
| Commercial Building Permits Issued  | 1  |
| Residential Building Permits Issued | 15 |
| Residential Demo Permits Issued     | 1  |
| Residential Roof Permits Issued     | 13 |
| Commercial Roof Permits issued      | 2  |
| Residential Fence Permit Issued     | 2  |

**Planning & Zoning:** The Planning & Zoning Commission did not meet this month.

**Board of Adjustments:** The Board of Adjustments did not meet this month.

**Items of interest:** Construction is proceeding on 2 new commercial buildings and a multi-family townhome. West Fraser is still working on the Wellons Dry Kiln at this time.

The “Fall Sweep” city wide cleanup was very successful.

|                                                          |            |
|----------------------------------------------------------|------------|
| Vehicles through the gate                                | 107        |
| Electronic items                                         | 18         |
| Tires                                                    | 173        |
| # of Dumpster used                                       | 10         |
| Total weight of trash sent to landfill                   | 22.17 tons |
| Multiple truck and trailer loads of tree limbs and brush |            |

**Submitted by: Cliff McElfresh, Community Development Mgr.**

**Date:10/04/2023**

**Billy Hughes, Planning and Zoning Administrator**





To: Jay Abercrombie, City Manager  
From: Kirk Kimbrell, Director of Public  
Services

# October 2023 Public Services Monthly Report



- Frontier & Sparklight fiber optic is currently being installed throughout the city. Public Services has a crew dedicated to locating the City's utilities during the installation to protect City water, sewer, and storm sewer infrastructure.
- New water meters are being installed throughout the city by Performance Services.
- Keep Henderson Beautiful won their 4<sup>th</sup> Governor's Community Achievement Award and are currently in the planning phase of beautification work on the traffic star and along HWY 79.
- Continually updating GIS mapping throughout the city.
- Assisting City of Overton with utilities distribution and sewer collection system maintenance.
- Public Services supervisors attended Leadership Training provided by Express Pros Personnel.
- Clearing property on the West side of Lake Forest Park for development.

## **Maintenance Work:**

October 1<sup>st</sup> – 7<sup>th</sup>, 2023

- Street & Utility crews – Utility locates for fiber optic installation throughout town, remodel lady's restroom at City Hall, trim trees and grade ditches on Old Pinehill Rd, service excavator, removed fallen tree from drainage ditch on Whippoorwill, clean Public Services Warehouse.
- Parks and Recreation – Mow parks, cemeteries, and city-owned properties, spray selective and non-selective herbicide, trimmed low hanging limbs at Lakewood Cemetery, leveled graves and headstones at Lakewood Cemetery, clean, service, and repairs on vehicles.
- Buildings and Grounds Maintenance – replace courtyard light fixture at the Community Center, replaced timer relay on Fair Park splash pad, met with contractor about ceiling repair at the Civic Center, replaced breaker to fountain at Lake Forest Park, cleaned air conditioner drain line at the Police Department, replaced burnt contactor on Lake Forest fountain.

### October 8<sup>th</sup> –14<sup>th</sup>, 2023

- Street & Utility Crews – Utility locates for fiber optic installation throughout town, remodel lady's restroom at City Hall, trim low hanging limbs in roadway on Bradford, Clayton, Evenside, Elm, Whippoorwill, and Old Pinehill Rd, cut section of sidewalk out on Westwood for water meter replacement, filled sinkhole on W Elk, removed concrete under fire hydrant on Dean @ Tate to allow fire truck to connect.
- Parks and Recreation - Mow parks, cemeteries, and city-owned properties, spray selective and non-selective herbicide, update/convert cemetery records to GIS, build American flag storage racks at the Sports Complex.
- Buildings and Ground Maintenance – replaced broken lamp and globe on Downtown streetlight, set up Civic Center, made and replaced Historical District signs Downtown, changed air conditioner filters at Public Services Warehouse.

### October 15<sup>th</sup> – 21<sup>st</sup>, 2023

- Street & Utility Crews – Utility locates for fiber optic installation throughout town, remodel lady's restroom at City Hall, asphalt street repairs on N Marshall and Cherry, poured concrete sidewalks on N Marshall and Public Services Warehouse, trimmed low hanging limbs in roadway on Elm and Whippoorwill, patched potholes throughout town, poured concrete curb on Woodbox, poured concrete sidewalk on N Marshall and at Public Services Warehouse.
- Parks and Recreation - Mow parks, cemeteries, and city-owned properties, sprayed selective and non-selective herbicides on City maintained properties, update/convert cemetery records to GIS.
- Buildings and Grounds Maintenance – serviced air handler at City Hall, fixed Community Development door, repaired Fair Park trail lamp globe, repaired light strands and checked electric receptacles at The Alley on Main.

October 22<sup>nd</sup> – 31<sup>st</sup>, 2023

- Street & Utility Crews – Utility locates for fiber optic installation throughout town, remodel lady's restroom at City Hall, asphalt street repairs on Worth, Glendale, Lakewood Cemetery, Oliver, and Rogers, service and repairs on crew truck, excavated burn pit behind Public Services Warehouse, poured concrete sidewalks on N Marshall and at Public Services Warehouse.
- Parks and Recreation - Mow parks, cemeteries, and city-owned properties, spray selective and non-selective herbicide, update/convert cemetery records to GIS, pick up fallen tree limbs at Lakewood Cemetery.
- Buildings and Grounds Maintenance – made and replaced Historical District signs Downtown, replaced Fair Park rules sign, poured concrete pad in front of Public Services Warehouse, installed new toilet paper holders in Fair Park restrooms, checked dryer at Fire Station #2, set up for event at the Civic Center, repaired lamp post near Fair Park skate park, pressure washed pavilion at Fair Park.



## Oct 2023 WATER PRODUCTION/ WASTEWATER TREATMENT



|                       |                                          |
|-----------------------|------------------------------------------|
| WELLS                 | 59.314 MG                                |
| SURFACEWATER          | 17.428 MG                                |
| COMPLAINTS            | 11 complaints due to Meter being changed |
| FIRE HYDRANTS FLUSHED | 19                                       |
| GALLONS FLUSHED       | 0.350 MG                                 |



|                              |                 |
|------------------------------|-----------------|
| NORTHSIDE WASTEWATER TREATED | 9.140 MG        |
| SLUDGE                       | 21 cubic yards  |
| SOUTHSIDE WASTEWATER TREATED | 45.811 MG       |
| SLUDGE REMOVED               | 240 cubic yards |
| MONTHLY RAIN FALL            | 1.0 inches      |



5,130 New water meters installed as of 10/17/2023

The project is wrapping up and should have a final count in the next couple of weeks

### Utility Pprojects

1. Surfacewater Treatment Plant Clarifier Painting \$73,500.00
2. Northside Wastewater Treatment Plant Clarifier Rehab \$16,450.00
3. Henderson/Kilgore shared water main from the Sabine River repair of 600 feet of 24inch pipe at a cost of \$152,700.00 the City of Henderson part is \$76,350.00
4. Ragley 1,500,000 gallon Ground Storage Tank Rehab/Painting ( Contract with Maguire Iron )
5. Northside Wastewater Treatment Plant Trunk Main repairs





Ragley 1,500,000 Million Gallon Tank



Mill Creek Wastewater Creek Crossing



Mill Creek Wastewater Trunk Main



Mill Creek Wastewater Crossing



Sinkhole caused by Wastewater Trunk Main



Mill Creek Wastewater Crossing



To: City of Henderson Council Members  
Jay Abercrombie, City Manager

From: Karen Arnall, Finance Director

Subject: Monthly Report

Date: November 16, 2023

- Investment Report for Sep 2023-see attached report
- Hotel-Motel Occupancy Tax for Sep 2023-see attached report

### Water/Sewer/Garbage Billing Recap Month Ending 9/30/2023

| Type of service       | Amount Billed   | Consumption Billed | Count  |   |
|-----------------------|-----------------|--------------------|--------|---|
| Garbage               | \$ 170,740.47   | -                  | 5,417  | - |
| Sales tax on garbage  | \$ 12,765.44    | -                  |        | - |
| Sewer Charges         | \$ 313,137.64   | 157,362,892        | 4,428  | - |
| Water Charges         | \$ 758,766.76   | 157,362,892        | 4,765  |   |
| Sprinkler             | \$ 55,368.87    | 11,042,290         | 364    | - |
| Penalty               | \$ 13,137.80    | -                  | 900    | - |
| Water Taps            | \$ 280.00       | -                  | 2      | - |
| Sewer Taps            | \$ 550.00       | -                  | 1      | - |
| Service Chg/Back Flow | \$ 367.00       | -                  | 4      |   |
| Total Billing         | \$ 1,325,113.98 | 291,520,674        | 15,881 |   |

**INVESTMENT SUMMARY REPORT  
OCTOBER 1, 2022-SEPTEMBER 30, 2023**

| FUND              | AMOUNT           |                      |                   |                    |                     |                     |                      |                    |                   |                    |                  |                      |                    | INT                 |               |                |
|-------------------|------------------|----------------------|-------------------|--------------------|---------------------|---------------------|----------------------|--------------------|-------------------|--------------------|------------------|----------------------|--------------------|---------------------|---------------|----------------|
|                   | INVESTED         | OCT                  | Nov               | Dec                | Jan                 | Feb                 | Mar                  | Apr                | May               | Jun                | Jul              | Aug                  | Sep                | TOTAL               | RECEIVED      | Y-T-D          |
|                   | OCT 1,2022       | Change               | Change            | Change             | Change              | Change              | Change               | Change             | Change            | Change             | Change           | Change               | Change             | INVESTED            | IN SEP        | INTEREST       |
| GENERAL FUND      | 1,468,776        | -1,213,659.00        | 412,788.00        | -233,006.00        | 912,151.00          | 1,419,522.00        | -673,975.00          | -627,205.00        | 308,630.00        | -508,164.00        | -9,054.00        | -354,261.00          | -150,399.00        | 752,144             | 8,970         | 97,025         |
| GF-RESTRICTED     | 66,498           | 0.00                 | 0.00              | 0.00               | 0.00                | 0.00                | 0.00                 | 0.00               | 0.00              | 0.00               | 0.00             | 0.00                 | 0.00               | 66,498              |               |                |
| GF-MIN. RESERVE   | 1,800,000        | 0.00                 | 0.00              | 0.00               | 0.00                | 0.00                | 0.00                 | 0.00               | 0.00              | 0.00               | 0.00             | 0.00                 | 0.00               | 1,800,000           |               |                |
| GF-MISC A/R       | 210,000          | 0.00                 | 0.00              | 0.00               | 0.00                | 0.00                | 0.00                 | 0.00               | 0.00              | 0.00               | 0.00             | 0.00                 | 0.00               | 210,000             |               |                |
| GENERAL -DEBT     | 265,191          | 20,911.00            | 38,572.00         | 46,629.00          | 312,276.00          | 172,934.00          | -136,709.00          | 7,971.00           | 8,790.00          | 6,673.00           | 7,734.00         | -347,626.00          | -2,053.00          | 401,293             | 997           | 10,945         |
| GENERAL CONSTR.   | 179,597          | -31,117.00           | -30,535.00        | -19,445.00         | -58,906.00          | 39,633.00           | -22,605.00           | 872.00             | 37,857.00         | -67,010.00         | 23,201.00        | 78,337.00            | -48,033.00         | 81,846              | 115           | 1,330          |
| EQUIPMENT REPL    | 365,316          | 141.00               | 648.00            | 741.00             | 792.00              | 755.00              | 859.00               | 146,845.00         | 998.00            | 974.00             | 957.00           | 1,000.00             | 991.00             | 521,017             | 991           | 9,772          |
| STREET & DRAINAGE | 293,160          | -142,356.00          | -12,048.00        | -6,522.00          | 35,299.00           | -83,092.00          | -20,195.00           | 61,768.00          | 42,730.00         | -159,958.00        | 1,929.00         | -4,605.00            | 332.00             | 6,442               | 6             | 569            |
| CEMETERY FUND     | 57,590           | 1,432.00             | 1,434.00          | 437.00             | 1,439.00            | 436.00              | 1,242.00             | 1,039.00           | 844.00            | 1,021.00           | 834.00           | 235.00               | 3,034.00           | 71,017              | 46            | 484            |
| ANIMAL SHELTER    | 34,003           | -306.00              | 409.00            | 14.00              | 955.00              | -1,504.00           | 2,406.00             | 2,008.00           | 1,681.00          | 1,860.00           | 1,076.00         | 1,763.00             | 1,190.00           | 45,555              | 18            | 188            |
| WIS FUND          | 353,122          | -3,278.00            | 146,478.00        | -144,561.00        | 342,360.00          | -157,218.00         | -138,576.00          | -45,780.00         | -27,932.00        | 182,518.00         | -173,764.00      | -270,373.00          | 76,147.00          | 139,143             | 2,610         | 28,125         |
| WIS MIN RESERVE   | 800,000          | 0.00                 | 0.00              | 0.00               | 0.00                | 0.00                | 0.00                 | 0.00               | 0.00              | 0.00               | 0.00             | 0.00                 | 0.00               | 800,000             |               |                |
| WIS- DEBT SERVICE | 21,322           | 9.00                 | 10.00             | 11.00              | 11.00               | 37,000.00           | -28,744.00           | 14.00              | 15.00             | 14.00              | 155,735.00       | -157,986.00          | -5,637.00          | 21,774              |               |                |
| WIS-RESTRICTED    | 106,592          | 0.00                 | 0.00              | 0.00               | 0.00                | 0.00                | 0.00                 | 0.00               | 0.00              | 0.00               | 0.00             | 0.00                 | 0.00               | 106,592             |               |                |
| WIS CONSTR.       | 153,331          | -1,893.00            | 65.00             | 2,610.00           | 70.00               | -137,261.00         | 5,791.00             | 65,606.00          | 115.00            | 47.00              | -7,194.00        | -2,594.00            | 44.00              | 78,737              | 44            | 598            |
| MAIN STREET       | 22,542           | -686.00              | -176.00           | -642.00            | -932.00             | 1,726.00            | -4,279.00            | 11,661.00          | 202.00            | -1,865.00          | -680.00          | -1,897.00            | -12,008.00         | 12,966              | 9             | 110            |
| TOURISM           | 150,243          | 9,557.00             | 13,532.00         | -208.00            | -5,717.00           | 9,235.00            | 5,133.00             | 17,878.00          | 25,772.00         | -24,023.00         | 22,437.00        | -16,070.00           | 22,159.00          | 229,928             | 86            | 866            |
| CIVIC CENTER      | 82               | 0.00                 | 0.00              | 0.00               | 0.00                | 1.00                | 0.00                 | 0.00               | 0.00              | 0.00               | 0.00             | 0.00                 | 0.00               | 83                  | 1             | 1              |
| INSURANCE RESERVE | 11,419           | 4.00                 | 5.00              | 4.00               | 4.00                | 4.00                | 5.00                 | 4.00               | 4.00              | 5.00               | 4.00             | 4.00                 | 5.00               | 11,471              | 4             | 48             |
| 2018 BOND SERIES  | 892,356          | 1,374.00             | -5,363.00         | -8,500.00          | 1,684.00            | 1,893.00            | 2,153.00             | 2,185.00           | 2,363.00          | 2,309.00           | 2,411.00         | -65,233.00           | 2,379.00           | 832,011             | 2,379         | 25,014         |
| <b>TOTALS</b>     | <b>7,251,140</b> | <b>-1,359,867.00</b> | <b>565,819.00</b> | <b>-362,438.00</b> | <b>1,541,486.00</b> | <b>1,304,064.00</b> | <b>-1,007,494.00</b> | <b>-355,134.00</b> | <b>402,069.00</b> | <b>-565,599.00</b> | <b>25,626.00</b> | <b>-1,139,306.00</b> | <b>-111,849.00</b> | <b>6,188,517.00</b> | <b>16,277</b> | <b>175,075</b> |

This report is in compliance with our investment strategies as approved by council and the Public Investment Act.

Director of Finance, Karen Arnall

City Manager, Jav Abercrombie

**Hotel-Motel Occupancy Tax  
Monthly Reporting for  
September 2023**

| DATE RECEIVED | TAX FOR MONTH | HOTEL NAME                              | TAXABLE MONTHLY RECEIPTS | 7% TAX    | 1% RETAINER | AMOUNT PAID |
|---------------|---------------|-----------------------------------------|--------------------------|-----------|-------------|-------------|
|               |               |                                         |                          |           |             |             |
| 10/20/2023    | Sep           | Baymont Inn                             | 140,899.80               | 9,862.99  | 168.24      | 9,694.75    |
| 10/5/2023     | Sep           | Budget Inn (Sawan LLC)                  | 18,024.53                | 1,261.72  | 12.62       | 1,249.10    |
| 10/18/2023    | Sep           | Economy Inn                             | 2,292.04                 | 160.44    | -           | 160.44      |
| 10/6/2023     | Sep           | Holiday inn Express(Jayani Investments) | 108,500.00               | 7,595.00  | 75.95       | 7,519.05    |
| 10/6/2023     | Sep           | Woodlawn Hills (Patel & Sons LTD)       | 17,120.00                | 1,198.40  | 11.98       | 1,186.42    |
| 10/9/2023     | Sep           | Motel 6                                 | 71,388.16                | 4,997.17  | 49.97       | 4,947.20    |
|               |               |                                         |                          |           |             |             |
|               |               | <b>Totals</b>                           | 358,224.53               | 25,075.72 | 318.76      | 24,756.95   |





# Monthly Report

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**To:** Mayor and City Council Members

**From:** Cheryl Jimerson, City Secretary

**Date:** November 21, 2023

**Re:** October 2023 Monthly Report

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## City Hall

- City Secretary
  - Took 12 hours vacation and 4 hours sick time.
  - Attended TML Conference.
  - Attended TMCCP Conference (3 days).
  - Training on new postage machine for e-certify discounts to the city.
  - Registered with the Texas Municipal Clerks Association to get my certification.
    - Completed and passed Course 1 certification program.
    - Completed homework for Course 2 Modules 1, 2, & 3.
  - Working to become a Certified Retention Schedule Manager.
  - Received, responded, or corresponded to open records requests.
  - Attended Management Meetings.
  - Attended Council Meeting.
  - Worked with City Attorney office on ordinances and resolutions.
  - Approved and/or entered requisitions and other day to day operations.
  - Answered incoming calls and/or returned calls and met with citizens about various reasons throughout the month.
  - Working to bring Bradshaw State Jail in with a voluntary annexation proposal.
    - Corresponded with Joshua Whitney with the Texas Land and Mineral Department he is working on the Bradshaw voluntary annexation application (last correspondence was October 5).
    - HEDCO annexation application for the East Texas Business Park process will start as soon as the Bradshaw State Jail has been annexed.



# Hi, Cheryl Jimerson,

## Discover trends in your work habits

An in-depth look at your work patterns in January



### Explore your insights



#### 9 days without quiet hours interruptions

Days with no significant collaboration outside your working hours

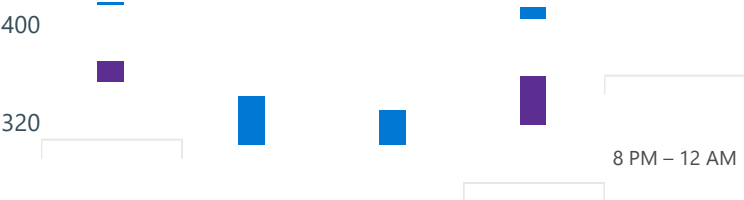
#### 13% Collaboration time

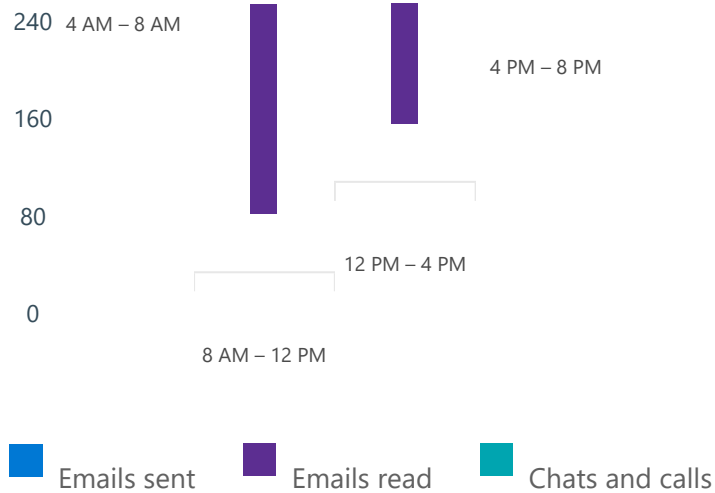
spent in meetings, emails, chats, and calls weekly

### Keep up the good work!

#### How connected are you throughout the day

*A breakdown of your email, chat and call activity throughout the day, from data over the last four weeks.*





### Take a deeper look

#### Focus

**88% Time available to focus** in a typical week

- Front Desk Executive
  - Updating the calendar for the shared conference room and Council Chambers at City Hall.
  - Organized the Fun Food Day menu that is scheduled on the 3<sup>rd</sup> Friday of each month.
  - Organizing City Hall records.
  - Answered and transferred calls that come in for each department.
  - Scan records for electronic storage.
  - Made sure all incoming mail was sent to the appropriate departments.
  - Place postage on all out-going mail.

- Entered purchase orders.
  - Enter timesheets.
  - Searched for records pertaining to ordinances and/or resolutions for the City Secretary.
  - Folding and stuffing second notices for water department twice a month
-



# Social Media Monthly Report

Facebook Reach  
(Cumulative)

945,344

New Followers

802  
(+2.3%)

Reactions

14,506

Shares

2,011

## Organic Page Visits



## Current Followers



117



189

## Accounts Reached



55

## Views



47

**Henderson Police Department**  
Published by Pamela Hinson Randolph · October 23 at 10

**\*\* UPDATE!!** Rubi was located and she is fine. Thank you everyone for sharing our post.  
**MISSING PERSON**

Henderson PD is requesting your assistance in locating Ms. Hernandez whereabouts. Rubi was last seen on 10-23-2023. Rubi was last seen wearing a green shirt and black jogging pants. Rubi is 4'11 and approximately 130lbs. ... [See more](#)



## Highest performing Content October 2023

Reach

29,490

Reactions

380

Shares

450

## HEDCO SALES TAX RECEIPTS HISTORY

| Sales Month                            | Check<br>Received Month | 1992-1993 | 1993-1994 | 1994-1995 | 1995-1996 | 1996-1997 | 1997-1998 | 1998-1999 | 1999-2000 |
|----------------------------------------|-------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| AUGUST                                 | OCTOBER                 |           | 38,548    | 36,197    | 37,403    | 43,615    | 43,743    | 45,133    | 43,378    |
| SEPTEMBER                              | NOVEMBER                |           | 58,170    | 59,062    | 53,862    | 54,472    | 61,268    | 67,745    | 60,108    |
| OCTOBER                                | DECEMBER                | 26,898    | 34,289    | 33,121    | 31,637    | 45,934    | 44,271    | 46,166    | 55,469    |
| NOVEMBER                               | JANUARY                 | 34,466    | 40,048    | 50,644    | 35,998    | 36,900    | 39,058    | 40,237    | 44,788    |
| DECEMBER                               | FEBRUARY                | 66,400    | 65,598    | 63,055    | 57,486    | 67,599    | 72,385    | 79,705    | 65,828    |
| JANUARY                                | MARCH                   | 32,279    | 31,172    | 33,161    | 35,558    | 42,066    | 37,413    | 38,909    | 47,912    |
| FEBRUARY                               | APRIL                   | 30,617    | 34,455    | 33,221    | 45,104    | 40,731    | 40,610    | 45,303    | 46,995    |
| MARCH                                  | MAY                     | 55,433    | 52,448    | 53,933    | 54,102    | 57,676    | 61,795    | 66,026    | 65,237    |
| APRIL                                  | JUNE                    | 35,656    | 36,285    | 35,147    | 40,376    | 42,114    | 50,487    | 48,953    | 46,288    |
| MAY                                    | JULY                    | 35,704    | 35,612    | 37,804    | 38,755    | 42,613    | 44,454    | 48,043    | 50,643    |
| JUNE                                   | AUGUST                  | 56,455    | 60,479    | 57,700    | 61,328    | 60,099    | 68,203    | 60,864    | 65,906    |
| JULY                                   | SEPTEMBER               | 35,503    | 33,121    | 36,831    | 49,029    | 49,767    | 48,094    | 45,344    | 49,843    |
| TOTAL                                  |                         | 409,411   | 520,225   | 529,876   | 540,638   | 583,586   | 611,781   | 632,428   | 642,395   |
| Average Monthly Sales Tax:             |                         | 40,941    | 43,352    | 44,156    | 45,053    | 48,632    | 50,982    | 52,702    | 53,533    |
| Annual % Change Over the Previous Year |                         |           | 27.07%    | 1.86%     | 2.03%     | 7.94%     | 4.83%     | 3.37%     | 1.58%     |

| Sales Month                            | Check<br>Received Month | 2000-2001 | 2001-2002 | 2002-2003 | 2003-2004  | 2004-2005 | 2005-2006 | 2006-2007 | 2007-2008 |
|----------------------------------------|-------------------------|-----------|-----------|-----------|------------|-----------|-----------|-----------|-----------|
| AUGUST                                 | OCTOBER                 | 49,572    | 58,284    | 48,837    | 56,577     | 54,801    | 82,519    | 85,356    | 87,078    |
| SEPTEMBER                              | NOVEMBER                | 59,757    | 73,834    | 64,109    | 70,315     | 72,264    | 80,573    | 100,384   | 121,188   |
| OCTOBER                                | DECEMBER                | 57,388    | 55,476    | 48,859    | 48,045     | 54,868    | 66,909    | 75,575    | 83,539    |
| NOVEMBER                               | JANUARY                 | 47,961    | 48,417    | 46,007    | 48,377     | 55,768    | 75,685    | 72,105    | 88,099    |
| DECEMBER                               | FEBRUARY                | 73,487    | 81,480    | 64,590    | 76,014     | 81,875    | 102,065   | 111,520   | 141,454   |
| JANUARY                                | MARCH                   | 48,080    | 42,784    | 44,274    | 51,551     | 51,428    | 67,088    | 71,346    | 57,698    |
| FEBRUARY                               | APRIL                   | 46,582    | 46,678    | 44,678    | 50,425     | 62,545    | 77,568    | 77,833    | 84,927    |
| MARCH                                  | MAY                     | 66,004    | 65,071    | 63,256    | 70,803     | 80,858    | 91,113    | 112,557   | 113,913   |
| APRIL                                  | JUNE                    | 54,487    | 50,901    | 51,519    | 54,893     | 60,060    | 79,527    | 94,809    | 92,131    |
| MAY                                    | JULY                    | 54,980    | 49,222    | 49,936    | 51,277     | 61,354    | 82,635    | 90,307    | 110,175   |
| JUNE                                   | AUGUST                  | 71,779    | 71,920    | 67,805    | 73,543     | 88,459    | 98,619    | 118,741   | 124,099   |
| JULY                                   | SEPTEMBER               | 53,936    | 51,693    | 58,630    | 52,730     | 63,193    | 72,496    | 81,438    | 105,559   |
| TOTAL                                  |                         | 684,013   | 695,760   | 652,500   | \$ 704,550 | 787,473   | 976,797   | 1,091,971 | 1,209,860 |
| Average Monthly Sales Tax:             |                         | 57,001    | 57,980    | 54,375    | \$ 58,713  | 65,623    | 81,400    | 90,998    | 100,822   |
| Annual % Change Over the Previous Year |                         | 6.48%     | 1.72%     | -6.22%    | 7.98%      | 11.77%    | 24.04%    | 11.79%    | 10.80%    |



## HEDCO SALES TAX RECEIPTS HISTORY

| Sales Month                            | Check<br>Received Month | 2008-2009 | 2009-2010 | 2010-2011 | 2011-2012    | 2012-2013 | 2013-2014 | 2014-2015 | 2015-2016 |
|----------------------------------------|-------------------------|-----------|-----------|-----------|--------------|-----------|-----------|-----------|-----------|
| AUGUST                                 | OCTOBER                 | 111,268   | 76,298    | 87,499    | \$ 84,071    | 92,147    | 114,011   | 116,949   | 121,718   |
| SEPTEMBER                              | NOVEMBER                | 134,059   | 97,160    | 106,938   | \$ 106,441   | 114,084   | 119,394   | 148,033   | 149,725   |
| OCTOBER                                | DECEMBER                | 128,139   | 74,526    | 85,724    | \$ 85,001    | 93,729    | 99,139    | 119,562   | 120,511   |
| NOVEMBER                               | JANUARY                 | 118,278   | 75,375    | 80,897    | \$ 86,133    | 91,079    | 92,381    | 109,862   | 108,103   |
| DECEMBER                               | FEBRUARY                | 146,434   | 96,298    | 120,034   | \$ 120,338   | 121,444   | 133,265   | 147,853   | 145,156   |
| JANUARY                                | MARCH                   | 101,087   | 72,740    | 73,132    | \$ 83,391    | 83,926    | 93,906    | 106,330   | 101,430   |
| FEBRUARY                               | APRIL                   | 101,860   | 72,550    | 72,002    | \$ 90,348    | 94,535    | 96,345    | 113,852   | 112,599   |
| MARCH                                  | MAY                     | 120,755   | 106,538   | 111,326   | \$ 126,183   | 118,964   | 135,024   | 140,828   | 142,354   |
| APRIL                                  | JUNE                    | 96,023    | 83,877    | 82,698    | \$ 95,591    | 100,456   | 113,739   | 116,123   | 104,961   |
| MAY                                    | JULY                    | 94,426    | 78,745    | 79,889    | \$ 101,797   | 103,080   | 129,549   | 110,049   | 101,897   |
| JUNE                                   | AUGUST                  | 113,557   | 110,237   | 116,504   | \$ 120,043   | 122,602   | 141,380   | 140,858   | 132,394   |
| JULY                                   | SEPTEMBER               | 75,248    | 79,339    | 85,237    | \$ 88,084    | 98,996    | 114,067   | 125,934   | 101,024   |
| TOTAL                                  |                         | 1,341,134 | 1,023,683 | 1,101,880 | \$ 1,187,421 | 1,235,042 | 1,382,200 | 1,496,233 | 1,441,872 |
| Average Monthly Sales Tax:             |                         | 111,761   | 85,307    | 91,823    | \$ 98,952    | 102,920   | 115,183   | 124,686   | 120,156   |
| Annual % Change Over the Previous Year |                         | 0.11      | -23.67%   | 7.64%     | 7.76%        | 4.01%     | 11.92%    | 8.25%     | -3.63%    |

| Sales Month                            | Check<br>Received Month | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2020    | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2024 |
|----------------------------------------|-------------------------|-----------|-----------|-----------|--------------|-----------|-----------|-----------|-----------|
| AUGUST                                 | OCTOBER                 | 108,069   | 99,446    | 113,001   | \$ 94,789    | 119,769   | 136,754   | 163,729   |           |
| SEPTEMBER                              | NOVEMBER                | 132,067   | 124,141   | 138,028   | \$ 142,246   | 141,434   | 177,944   | 208,295   |           |
| OCTOBER                                | DECEMBER                | 100,965   | 95,324    | 114,866   | \$ 113,405   | 113,333   | 143,064   | 167,491   |           |
| NOVEMBER                               | JANUARY                 | 96,254    | 100,353   | 110,701   | \$ 110,843   | 112,738   | 145,911   | 168,489   |           |
| DECEMBER                               | FEBRUARY                | 123,378   | 147,969   | 139,736   | \$ 141,342   | 161,211   | 185,516   | 227,918   |           |
| JANUARY                                | MARCH                   | 101,565   | 97,139    | 105,806   | \$ 113,262   | 116,200   | 140,154   | 138,614   |           |
| FEBRUARY                               | APRIL                   | 97,772    | 102,039   | 102,197   | \$ 106,063   | 99,301    | 127,489   | 169,500   |           |
| MARCH                                  | MAY                     | 151,778   | 148,855   | 141,682   | \$ 147,519   | 168,499   | 230,335   | 229,210   |           |
| APRIL                                  | JUNE                    | 99,509    | 128,332   | 111,569   | \$ 130,329   | 143,875   | 157,730   | 180,538   |           |
| MAY                                    | JULY                    | 98,978    | 111,018   | 118,162   | \$ 150,050   | 147,755   | 155,829   | 206,674   |           |
| JUNE                                   | AUGUST                  | 111,408   | 141,389   | 135,709   | \$ 169,353   | 168,612   | 192,135   | 235,730   |           |
| JULY                                   | SEPTEMBER               | 93,383    | 114,001   | 124,498   | \$ 115,717   | 139,587   | 161,760   | 178,760   |           |
| TOTAL                                  |                         | 1,315,126 | 1,410,006 | 1,455,955 | \$ 1,534,918 | 1,632,314 | 1,954,621 | 2,274,948 | -         |
| Average Monthly Sales Tax:             |                         | 109,594   | 117,501   | 121,330   | \$ 127,910   | 136,026   | 162,885   | 189,579   | #DIV/0!   |
| Annual % Change Over the Previous Year |                         | -0.09     | 7.21%     | 3.26%     | 5.42%        | 6.35%     | 19.75%    | 16.39%    | -100.00%  |

**CIVIC CENTER/PAVILION MONTHLY REPORT****OCTOBER****2023****CIVIC CENTER****Rental**

|                |           |                                                                                                                                                                                                                    |
|----------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Entire Hall    | 3         | HHS Class of '73, Watley/Thurmond Wedding, Renaissance Club/Razzle Dazzle Game Night                                                                                                                               |
| 1/3 Hall       | 9         | Vega Shower, HHS Class of '83, Women's Forum, Durham Fam Reunion, Bowman Oil, Chamber Candidate Forum, J Eastland Travel Party, HPD Training (x2),                                                                 |
| 2/3 Hall       | 8         | New Life (x5), Inocencio Quince, HPD Training (x2), Renaissance Club, E Jamine Party, COH Leadership Meeting (x2), Main St Meeting, Family \$ (x2), C Gossett Meeting, Watley/Thurmond Wedding, Leath Anniv Party, |
| Reception Room | 13        | Provalus (x2)                                                                                                                                                                                                      |
| Board Room     | 9         | New Life (x4), Body Shop Wellness (x2), Fam \$, Women's Forum, Watley/Thurmond Wedding,                                                                                                                            |
| TOTAL          | <b>42</b> |                                                                                                                                                                                                                    |

**PAVILIONS****Rental**

|                    |           |                                                                         |
|--------------------|-----------|-------------------------------------------------------------------------|
| Yates Park         | 0         |                                                                         |
| Fair Park          | 7         | National Night Out, Bumstead, Daniels, Lipstein, Paddie, Reeves, Parker |
| Lake Forest-Lion   | 7         | Hainey, Craig, Castleberry, Pino, Williamson, Pierce, Skelton           |
| Lake Forest-Mann   | 5         | Collins, Simonson, Roquemore, Kennedy, Moseley,                         |
| Lake Forest-Azalea | 2         | Emmanuel Bapt, Reynoso,                                                 |
| Lake Forest-Gazebo | 2         | A. Justice, K. Town,                                                    |
| Lake Forest-Plaza  | 1         | Calvary                                                                 |
| TOTAL              | <b>24</b> |                                                                         |

## Tourism Department

### October 2023 Monthly Report

1. Prepared for 34<sup>th</sup> Heritage Syrup Festival.
2. Alexa Duke attended the Texas Downtown Conference in Nacogdoches from October 24-27.



















































































































































































































**City of Henderson**

# Monthly Report

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**To:** Mayor and City Council Members

**From:** Cristina Soriano, Juvenile Case Manager

**Date:** November 17, 2023

**Re:** October 2023 Monthly Report

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## MUNICIPAL COURT

Fines collected for 2022-2023 year – \$179,379.50 from 6963 transactions

Fines collected for 2021-2022 year- 208,710.64 from 7487 transactions

Fines Collected October 2023 - \$16,130.30 from 600 transactions

Fines Collected October 2022 – \$13,722.40 from 546 transactions

Virtual open Court Cases Scheduled 35 Appeared 12 by virtual and including walk-ins

**MINUTES**  
**HENDERSON MAIN STREET ADVISORY BOARD**  
**Tuesday, October 28, 2023 at 12:15 pm**  
**Henderson Civic Center Reception Room**  
**1500 Lake Forest Parkway**  
**Henderson, Texas 75652**

Committee Members Present:

Leon Harris, President  
Kelly Bumgardner, Vice President  
Misty Evans  
Brant Bane  
Bonnie Geddie  
Michael Loosier

Committee Members Absent:

Gabriel Gearheart

Ex-Officio Members Present:

Stephanie Kimbrell, Civic Center Manager  
Kirk Kimbrell, Public Services Director  
Billy Hughes, Planning and Zoning Coordinator

Others in Attendance:

Ex-Officio Members Absent:

Alexa Duke, Main Street Coordinator  
John Fullen, City Mayor  
Jay Abercrombie, City Manager  
Cheryl Jimerson, City Secretary  
Cliff McElfresh, Community Development  
Donna Crawford, Downtown Representative

1. Called to order by Leon Harris
2. Citizen presentation – none
3. Downtown Association report – Donna Crawford is no longer in downtown area. Brooke Dover and Linda Watkins were suggested as replacement.
4. Consider and act upon the minutes of September 28 meeting – Bonnie Geddie moved to approve. Brant Bane seconded, and the motion carried unanimously.
5. Consider and act upon September financials – Kelly Bumgardner moved to approve. Misty Evans seconded, and the motion carried unanimously.
6. Consider and act upon board member resignation – The resignation letter of Gabe Gearheart was presented before the board. Brant Bane moved to approve. Kelly Bumgardner seconded, and the motion carried unanimously.

7. Committee reports:
  - a. Organization – Geddie said they have an upcoming meeting scheduled. Leon Harris said that this committee brings nominations for new board members.
  - b. Economic Vitality – Met on October 4<sup>th</sup>. Bumgardner emailed Billy Hughes a list of buildings with windows missing. Loosier is working to bring in anchor restaurant. Bumgardner asked about creating another pocket park area downtown. Possible streets were discussed.
  - c. Promotions – Geddie said that ETAB has an upcoming event at their store.
  - d. Design – Bumgardner said they have an upcoming meeting scheduled.
8. Main Street Coordinator report – Kimbrell said that Alexa Duke is attending a Main Street conference in Nacogdoches.
9. President's report – Harris reminded the board to create goals so they can be posted and to log volunteer hours to submit to the state.
10. Next board meeting is scheduled Tuesday, November 28th at noon.
11. Bonnie Geddie moved to adjourn. The motion was seconded by Kelly Bumgardner, and the motion carried unanimously.

Submitted by: Stephanie Kimbrell, Civic Center Manager