



THE CITY COUNCIL OF THE CITY OF HENDERSON, TEXAS, WILL MEET ON TUESDAY, THE 16TH DAY OF JANUARY 2024, AT 6:00 P.M. FOR A REGULAR COUNCIL MEETING, AT MUNICIPAL SERVICES COMPLEX, 300 W. MAIN STREET, FOR THE FOLLOWING PURPOSES:

Mayor:

J.W. (Buzz) Fullen

Mayor Pro Tem

Henry Pace

Council Members:

Stephen Strong
Reginald Weatherton
Melissa Morton
Gina Juarez

City Manager:

Jay Abercrombie

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.*

INVOCATION AND PLEDGE OF ALLEGIANCE:

CITIZENS COMMENTS

PRESENTATIONS/ANNOUNCEMENTS

CONSENT AGENDA

1. Consideration of possible action upon the minutes of December 19, 2023. (Jimerson)
2. Consideration and Possible Action upon HEDCO financials for the month of November 2023

COUNCIL BUSINESS – REGULAR SESSION

3. Consideration and possible action upon the second reading of Ordinance 2023-12-01, regarding a request to re-zone a property from R1 to I1. (Hughes/McElfresh)
4. Consideration and possible action upon the second reading of Ordinance 2023-12-02, regarding a request to re-zone a property from R3 to M2. (Hughes/McElfresh)
5. Consider and possible action for 2023-2024 Budget Amendment #1. (Arnall)
6. Consideration of a recommendation from the Planning and Zoning Commission upon the first reading of ordinance 2024-01-01 regarding a request to create a new zoning district for Town Homes.

DEPARTMENTAL REPORTS:

7. 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 November 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

EXECUTIVE SESSION:

REGULAR SESSION:

ADJOURNMENT

- 8. 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 _____ 20____.

Jay Abercrombie, City Manager

MINUTES OF THE
HENDERSON CITY COUNCIL
Regular Scheduled Meeting

December 19, 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 Stephen Strong, Reggie Weatherton, Henry Pace, Melissa Morton, and Gina Juarez.

Staff members present were City Manager Jay Abercrombie, City Secretary Cheryl Jimerson, City Attorney Russell Brown, Chief of Police Chad Taylor, Fire Chief Rusty Chote, Director of Operations Davis Brown, Director of Public Services Kirk Kimbrell, Director of Utilities Randy Boyd, Finance Director Karen Arnall, Animal Center Director Charissa Pool, Planning and Zoning Administrator/Building Official Dennis Williams, Zoning Coordinator Billy Hughes, Health Officer Wes Breitenberg, Civic Center Manager Stephanie Kimbrell, Communications and Marketing Coordinator Phedra Johnson, and HEDCO Director John Clary.

INVOCATION AND PLEDGE OF ALLEGIANCE:

Council Member Reggie Weatherton gave the invocation, Mayor Buzz Fullen led the Pledges.

CITIZENS COMMENTS

Don Crites brought to the city's attention a property known as 103 W. Lakeview Dr. having code violations. The property has been abandoned and a hazard for quite some time. He started a petition to bring it before the Council hoping something could be done about it. Mr. Crites had not contacted the Code Enforcement Department with a complaint nor submitted the petition to anyone in the city.

Mayor Fullen asked the Community Development Department to check on this property.

PRESENTATIONS/ANNOUNCEMENTS

There were no presentations.

CONSENT AGENDA

1. Consideration of possible action upon the minutes of November 21, 2023.

2. Consideration and Possible Action upon HEDCO financials for the month of October 2023.

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

COUNCIL BUSINESS – REGULAR SESSION

3. Consideration and possible action upon a retainer agreement for Russell Brown as the City Attorney and Prosecutor for legal services to the City of Henderson. (Abercrombie)

City Manager Jay Abercrombie stated at the November meeting that the Council appointed Russell Brown as the City Attorney effective December 1, 2023. Russell Brown has submitted a contract for the City of Henderson to pay six thousand dollars a month as the City Attorney and the prosecutor for legal services. This is one thousand dollars more than we were paying the previous City Attorney from the last raise agreed upon in 2018.

Council Member Stephen Strong made a motion to approve the contract presented by Russell Brown, duly seconded by Council Member Reggie Weatherton. The vote was unanimous.

4. Consideration and possible action regarding approving a contract with Wildfire Truck & Equipment Sales for Brush Truck bed and accessories for a supplied chassis. (Chote)

Fire Chief Rusty Chote asked the Council to consider authorizing Wildfire Truck & Equipment Sales to proceed with the building of a brush truck bed and fitting out a supplied chassis for a new brush truck for the Henderson Fire Department. The Rusk County Emergency Services District (RCESD) donated a new 5500 Ram chassis to the Henderson Fire Department in August 2023. The new brush truck will be used for wildfire and other emergency calls for both the City of Henderson and Rusk County.

Council Member Melissa Morton made a motion to approve the contract for a new brush truck bed and accessories for the Fire Department, duly seconded by Council Member Gina Juarez. The vote was unanimous.

5. Consideration and possible action upon a Memorandum of Understanding (MOU) Agreement with Carlisle ISD and the Henderson Civic Center. (S.Kimbrell)

This agreement is made to establish Henderson Civic Center as a shelter site location and terms of use in the event of an evacuation of Carlisle students and staff.

Carlisle Superintendent Josh Johnson reached out to look at area Rusk County facilities their district might utilize if they needed a reunification site for various emergencies for Carlisle ISD. Rusk County Expo Center is their Option 1. Henderson Civic Center will be their Option 2.

Council Member Reggie Weatherton made a motion to approve the agreement with Carlisle ISD, duly seconded by Council Member Gina Juarez. The vote was unanimous.

6. Consideration and possible action on the second reading of the ordinance regarding the 2050 Comprehensive Plan. (Hughes/McElfresh)

Planning and Zoning Coordinator Billy Hughes gave a synopsis of the 2050 Comprehensive Plan to council. The city contracted 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, stakeholders and business owners was formed to advise the city council and residents the direction they believed the city should be going in for the next 20 to 30 years. Public hearings, workshops, an open house at city hall as well as setting up a booth at the Syrup Festival. All to get input, opinions and information from citizens and area residents on their vision of Henderson 20 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.

Council Member Henry Pace made a motion approving Ordinance 2023-11-01 as listed in this item, duly seconded by Council Member Reggie Weatherton. The vote was unanimous.

7. Consideration and possible action upon a Minor Plat Application submitted for a property located at 111 S. Mill St. (Hughes/McElfresh)

Planning and Zoning Coordinator Billy Hughes asked council to consider a Minor Plat application submitted by Collin Miley on behalf of Derrell Tucker and Lizbeth Garcia-Tucker. The subject property is located at 111 S. Mill St. The Tuckers already own one of the lots and recently purchased the vacant lot next to it. The vacant lot is too small for the owners to make any improvements to it under the current zoning requirements, so they are requesting to combine the two lots. Mr. Collin Miley, a registered surveyor, has surveyed and prepared a new plat combining Lots 8 and 9 of Block 109A located on S. Mill St. The new property will meet all current requirements.

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

8. Consideration of a recommendation from the Planning and Zoning Commission upon the first reading of Ordinance 2023-12-01, regarding a request to re-zone a property from R1 to I1. (Hughes/McElfresh)

Planning and Zoning Coordinator Billy Hughes explained to council, the Planning and Zoning Commission and our staff recommend that council approve an amendment to the Official Zoning Map that will give the owners the opportunity to include this adjoining property in their existing commercial property. The subject property is described as:

All Lot 14 Blk 658, of the TT Gammage Survey, Parcel #66

LSG Partners recently purchased this property that adjoins their property located at 502 Kilgore Drive. The property had an old substandard structure on it that was torn down and the lot cleared. Mr. Sam Jones, owner of LSG Partners, is requesting that this property be re-zoned to I1 so that he may fence it in and include this property as a part of his existing lay down yard for his business.

Council had no questions or comments on the first reading of Ordinance 2023-12-01.

9. Consideration and possible action on a Minor Plat application submitted by Bane Investment Holdings LLC. (Hughes/McElfresh)

Planning and Zoning Coordinator Billy Hughes and staff recommended approval of a Minor Plat application in order to re-plat approximately 209 undeveloped lots contained in 17-18 Blocks of land in the Crimcrest Addition into two (2) lots consisting of 46.13 acres combined.

Council Member Henry Pace made a motion to approve a Minor Plat of the Crimcrest Addition, duly seconded by Council Member Reggie Weatherston. The vote was unanimous.

10. Consideration of a recommendation from the Planning and Zoning Commission upon the first reading of Ordinance 2023-12-2, regarding a request to re-zone a property from R3 to M2. (Hughes/McElfresh)

Planning and Zoning Coordinator Billy Hughes and the Planning and Zoning Commission recommended the City Council consider the first reading of Ordinance 2023-12-2, to amend the Zoning Map for the City of Henderson, changing the zone designation of a property that is currently zoned High Density Single Family Residential (R3) to a Multi-Family (M2) zoned district. This property is located on North Evenside and North Whippoorwill Ave. The property is described as: Lot 1 9.611 Acres, BIH Addition of the F N Brooks Survey in Henderson, Texas. City Sec Cheryl Jimerson asked the ordinance number be corrected from 2023-12-2 to 2023-12-02 for the 2nd reading.

Council had no questions or comments on the first reading of Ordinance 2023-12-02.

11. Consideration and possible action upon a recommendation to the Interview Committee from the Main Street Board on the appointment of Brooke Dover of Campfire Coffee Shop as a Main Street and Preservation Board Member. (Jimerson)

The interview Committee consisted of Mayor Fullen, Mayor Pro tem Henry Pace and City Secretary Cheryl Jimerson. There were three applications submitted and recommended by the Main Street Board; Cyndi Walker, Ryan Ellis, and Brooke Dover.

There was a unanimous vote to recommend Brooke Dover to the City Council as the new board member for the Main Street and preservation Boards.

Council Member Melissa Morton made a motion to approve Brooke Dover as the new board member, duly seconded by Council Member Gina Juarez. The vote was unanimous.

DEPARTMENTAL REPORTS:

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

A. City Manager

B. Fire Department

Fire Chief Rusty Chote mentioned earlier in the meeting that the firefighters would move from Old City Hall back into the living quarters of Central Fire Station right after Christmas.

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 October 2023
- L. Director of Operations Departmental Reports below.

Civic Center

Main Street/Tourism

Municipal Court

Council Member Reggie Weatherton made a point to tell the Public Services Director Randy Boyd, thank you.

The council had no questions or comments on the monthly reports.

BOARDS AND COMMISSIONS

Board of Adjustments Minutes

Planning and Zoning Minutes from the November 14 Meeting.

Cemetery Board Meeting Minutes

Main Street Meeting Minutes

Preservation Minutes

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

EXECUTIVE SESSION:

There was a no executive session.

REGULAR SESSION:

ADJOURNMENT

- 13. Adjourn

Council Member Gina Juarez made a motion to adjourn at 6:28 p.m., duly seconded by Council Member Melissa Morton. The vote was unanimous.

ATTEST:

APPROVED:

Cheryl Jimerson, City Secretary

John Fullen, Mayor



City Council

Agenda Item # 2.

SUBJECT: Consideration and Possible Action upon HEDCO financials for the month of November 2023

MEETING DATE: January 16, 2024

DEPARTMENT: HEDCO

CONTACT: John Clary, HEDCO Director

RECOMMENDED CITY COUNCIL ACTION: To approve HEDCO financials for the month of October 2023

ITEM SUMMARY:

BACKGROUND INFORMATION:

SPECIAL CONSIDERATIONS:

SUPPORTING MATERIALS:

1. HEDCO FINANCIALS 2023-2024 (Updated Thru 2023-11-30)

HEDCO - APPROVED BUDGET 2022-2023

	A	B	C	D	E	F	G	H	I	J	K
1	Last Edit Date:	December 14, 2023	TYPE A and B EDC		All expenditures expected to come from Type A bank account.						
2	Budget approved:	HEDCO - August 22, 2023	11/30/2023 Checking Acct. # 4911857 Balance				\$	693,841.48			
3	Budget approved:	City Council - August 22, 2023	11/30/2023 Money Market Acct. # 4011759 Balance				\$	2,187,480.32			
4	Budget amended:		11/30/2023 Type B Checking Acct. # 4271963 Balance				\$	3,210,749.55			
5			Total Account Balances				\$	6,092,071.35			
6				Approved	Final		APPROVED		Y-T-D		
7				Budget	Budget		BUDGET	1-Month Ended	2023-2024	% Of	
8	Acct.#		Description	2022-2023	2022-2023		2023-2024	11/30/2023	9/30/2024	Budget	Notes
9							12	2		17%	Percent of year completed
10	REVENUE										
11	3010		Sales Tax Revenues Type B	1,750,000.00	1,860,457.77		1,910,000.00	210,169.27	382,279.61	20%	
12	3025		Interest Income - Type A	165,500.00	158,463.05		130,000.00	6,978.62	15,139.00	12%	
13	3025		Interest Income - Type B				69,000.00	7,126.93	14,033.48	20%	
14	3030		Land Sales	123,246.60	203,346.60						Previous Year - 7.6 acres to Tyler Pipe
15	3059		Lease Income - Texas Materials Group - 29.16 Ac.	12,800.00	12,800.00						Previous Year - 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 ENDED JUNE, 2023
16	3090		Other (Misc) Revenue	115,463.13	115,463.13		-	5,000.00	5,000.00		SWEPCO Planning Grant Received (Not budgeted)
17			TOTAL REVENUE	2,167,009.73	2,350,530.55		2,109,000.00	229,274.82	416,452.09	20%	
18											
19	* Footnote		Note Reciveable from Rusk County Rural Rail District - Not Included in Budget Totals								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	2023-2024	% Of	
8	Acct.#		Description	2022-2023	2022-2023		2023-2024	11/30/2023	9/30/2024	Budget	Notes
21	EXPENDITURES										
22	Economic Development Expenses										
23	6116		Henderson Canvas Products, Inc.								Job creation incentive, 6-jobs @ \$5,000 /job. Forgiveable loan executed March 2021. \$30,000 forgiveable Loan in A/R
24	6119		High Demand Job Training Grant #5	50,000.00			50,000.00				\$50,000 is HEDCO match. Application was submitted Nov-Dec 2023
25	6120		Proj Provalus - Remodel Old City Hall Complex		68,378.16		270,000.00				Project Provalus - Renovation of old city hall complex. Max exposure is \$325,000. Expended 68,378 to date
26	6122		US 259 Infrastructure (Christus)				750,000.00				Infrastrutture for new Christus Clinic. Total exposure for the project is \$750,000
27	6123		Project K&L Recycling				190,000.00				Was for incentives for K&L Recycling. Project is on hold.
28	6124		Project SWEPCO				(173,559.00)			0%	Revenue for sale of 10 acres to SWEPCO. Anticipated in January 2024
29	6190		Matching Grants for Buisness Retention - Industrial Park	150,000.00			150,000.00				New matching grant program for Henderson Industrial Park.
30	6200		Business Incentives for new or existing businesses	350,000.00	4,000.00		350,000.00				Place Holder - Reserve for Incentive for New Businesses. \$5,000 per job x 100 jobs.
31											
32			Total Economic Development Expenses	550,000.00	72,378.16		1,586,441.00	-	-	0%	
33											
34	Supplies, Office Expenses and Professional Services										
35	6501		Accounting (Monthly Bookkeeping + Annual Audit)	12,000.00	10,590.00		14,000.00	375.00	750.00	5%	PB&J Accounting, Auditor Morgan LaGrone CPA
36	6502		Insurance - General Liability	1,500.00	1,500.00		1,500.00	1,500.00	1,500.00	100%	City of Henderson Liability premium to HEDCO. Lump sum annual payment.
37	6503		Legal (Attorney)	30,000.00	39,459.60		35,000.00	112.50	112.50	0%	Legal fees
38	6504		Office Expenses	1,500.00	2,995.71		2,500.00	352.05	710.92	28%	Office supplies, copy paper, printer cartridges, computers, printer, furniture, bookshelves, storage, etc.
39	6505		Postage & Shipping	100.00	261.75		250.00			0%	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	2023-2024	% Of	
8	Acct.#		Description	2022-2023	2022-2023		2023-2024	11/30/2023	9/30/2024	Budget	Notes
40	6506		Property Tax		70.53		75.00			0%	Copy machine tax
41	6507		Telephone, Cell (Admin)	600.00	550.00		600.00	50.00	100.00	17%	Office Phone, Cell for Adm. Asst.
42	6508		Utilities - Provalus					1,725.89	2,228.19	#DIV/0!	These are Provalus utility expenses. Was not budgeted here.
43	6509		Professional Services - Consulting Fees, Engineering, Design, Architectural (Part of Capital Expenses)	225,000.00	202,791.96		225,000.00	9,350.00	17,500.00	8%	New Business Park, Professional Services, Property Surveys, Engineering, Phase 1 Environmentals, Streets, Drainage, Sidewalks, Water, Sewer, Fiber, Natural Gas
44			Subtotal - Supplies, Office Expenses and Professional	270,700.00	258,219.55		278,925.00	13,465.44	22,901.61	8%	
45											
46			Personnel Expenses								
47	7001		Contract Labor - Executive Director (with City)	161,539.00	138,553.08		161,539.00		21,553.26	13%	Salary, Insurance, Retirement, Cell Phone, Car Allowance, W/H invoiced by City of Henderson,
48	7002		Insurance Life - Adm. Asst.	1,200.00							Life Insurance - Office Manager Karen Smith
49	7003		Insurance Health - Adm. Asst.	5,044.00	4,176.14					#DIV/0!	Medical Insurance - Office Manager Karen Smith
50	7004		Insurance Worker's Comp - Adm. Asst.	396.00	381.52				(45.00)	#DIV/0!	Hartford Ins. - Office Manager Karen Smith
51	7007		Retirement -Adm. Asst.	4,000.00	3,957.98					#DIV/0!	Kansas City Life - Office Manager Karen Smith
52	7008		Salary - Adm. Asst.	49,850.00	45,549.63					#DIV/0!	Salary - Office Manager Karen Smith
53	7009		Payroll Taxes - Adm Asst.	4,950.00	4,200.63					#DIV/0!	Payroll Taxes - Office Manager Karen Smith
54	7010		Contract Labor - Dir. of Marketing/Business Dev.	108,280.00	67,510.14		89,500.00		15,774.39	18%	Salary, Insurance, Retirement, Cell Phone, Car Allowance, W/H invoiced by City of Henderson. Director of Marketing
55	7011		Insurance Health - Dir. of Marketing	3,940.00	3,937.14		5,250.00	404.00	808.00	15%	Health Insurance - Director of Marketing
56			Contract Labor - Administrative Assistant		722.77		70,500.00		9,148.95		Shelby
57	7020		Contract Labor - Admin Asst Part Time				30,000.00				Contract labor - Projected
58											
59			Subtotal - Personnel Expenses	339,199.00	268,989.03		356,789.00	404.00	47,239.60	13%	
60											

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	2023-2024	% Of	
8	Acct.#		Description	2022-2023	2022-2023		2023-2024	11/30/2023	9/30/2024	Budget	Notes
61	Program Expenses										
62	7201		Website Annual License Fees	9,400.00	3,074.00		3,074.00	4,050.00	4,050.00	132%	Annual License Fee to ED Suite. Invoiced Nov 31 annually.
63	7202		Website Development, Maintenance, Upgrades, etc.	12,094.00	13,095.00		5,000.00		5,000.00	100%	Website CMS technology update (back end), new photo gallery, better mapping, new business park pages, updated property search tool, incentives tool - Website design updates by EDSuite
64	7203		Advertising and Marketing	70,100.00	43,705.23		70,000.00	1,159.27	4,936.45	7%	Print ads, Direct mail or email, Marketing travel, Trade shows, Sponsorships, Printed flyers & brochures, Marketing signage, Videos, Billboard, Public Notices, + Business Park Coming Soon Signs
65	7204		Meetings and Entertainment	14,500.00	10,650.26		12,000.00		164.88	1%	Meeting refreshments, BREP meals, Prospect Hosting, Industry Appreciation Luncheon
66	7205		Dues, Memberships & Subscriptions	17,250.00	6,648.32		10,000.00	199.00	199.00	2%	Chamber of Commerce, TEDC, Rotary, Team Texas, ICSC, NETEDR, Adobe AcrobatDC (2), Place Marketing, also Computer Programs & Subscriptions
67	7206		Training & Travel - Non-Marketing Conferences, Webinars, Seminars and Training (Including Travel), Admin. Asst. Mileage, Misc Consulting Fees	25,000.00	8,684.17		12,000.00		11.88	0%	TEDC Conferences, Training Workshops, Webinars, PFIA Training, Software Technical Assistance, Rusk County Days Austin Trip, Admin Assistant Mileage.
68	7207		Non Engineering Studies	2,000.00							Previous yrsr -ETCOG Broadband Study Match
69	7208		Special Projects								
70	7209		BREP Matching Grant Program (Type B Program) (Placeholder)								Business Retention - Matching grants for current or new businesses in current industrial parks.
71			Subtotal - Program Expenses	150,344.00	85,856.98		112,074.00	5,408.27	14,362.21	13%	
72											

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	2023-2024	% Of	
8	Acct.#		Description	2022-2023	2022-2023		2023-2024	11/30/2023	9/30/2024	Budget	Notes
73	Repairs and Maintenance (Non-Capital Expenses)										
74	7302		Property Maintenance - Frisco Street Parcel (29 acres)	4,000.00	3,565.00		2,500.00			0%	Maintenance (Mowing, Clearing, Trimming, water detention, etc)
75	7303		Property Maintenance - Taylor Street/Greenbelt	600.00	500.00		500.00			0%	Greenbelt Maintenance
76	7304		Property Maintenance - Old Industrial Park	40,000.00	34,513.75						
77	7305		Property Maintenance - East Texas Regional Business Park	35,000.00	51,100.00		75,000.00		10,800.00	14%	Mowing, trimming, repairs & maintenance
78	7306		Monument and Wayfinding Sign - Industrial Park								Sign at CR 203 & Loop 571 (TXDOT Won't Allow)
79			Property Maintenance, Jim Allen Estate				400,000.00		-	0%	Clearing & pipeline moving
80	7307		Railroad Preventative Maintenance (Ties)								To facilitate NETRMA Grant for RR ties. \$240,000 reimbursement (Completed)
81	7308		Remodel CAC Bldg & Furnishings								Previous years
82	7309		Property Maintenance - Old City Hall Complex		1,947.79		10,000.00	1,835.72	5,274.83	53%	Maintenance items not covered by Provalus agreement
83			Subtotal - Repairs and Maintenance (Non-Capital)	79,600.00	91,626.54		488,000.00	1,835.72	16,074.83	3%	
84											
85	TOTAL EXPENSES			1,389,843.00	777,070.26		2,822,229.00	21,113.43	100,578.25	4%	
86											

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	2023-2024	% Of	
8	Acct.#		Description	2022-2023	2022-2023		2023-2024	11/30/2023	9/30/2024	Budget	Notes
87	CAPITAL OUTLAY										
88	7501		Purchase of Property for New Business Park	400,000.00	345,654.03		234,000.00				2019-20 Alford Parcel \$1,044,000, 2020-21 Richardson Parcel \$327,621.95. 2020-21 9.786 Acres \$39,144. 2022-23 Jim Allen Estate \$345,444, 2023-24 Colley Property \$230,000 + \$4,000 for
89	7502		East Texas Reg. Business Park - Capital Expenditures - Utilities & Street Improvements, Land Clearing, Sidewalks, Pond improvements	3,800,000.00	2,897,119.01		1,037,933.50	228,688.23	544,504.37	52%	John Wright Construction, Few Land & Timber & Other Contractors
90	7503		Grant Match for TCF Grant - Morris Street								Previous Year - TCF Program was Shelved by TX Ag Commission
91	7504		Speculative Building - Design and Construction								Engineer, design and construct a 20,000 sq ft building. On HOLD
92			CR203 Industrial Drive Improvements				2,000,000.00				Project estimated at \$4 million. Need participation by City and County
93		Total Capital Outlay		4,200,000.00	3,242,773.04		3,271,933.50	228,688.23	544,504.37	17%	
94											
95	TOTAL EXPENDITURES (Expenses + Capital Outlay)			5,589,843.00	4,019,843.30		6,094,162.50	249,801.66	645,082.62	11%	
96	Totals										
97		Total Revenues		2,167,009.73	2,350,530.55		2,109,000.00	229,274.82	416,452.09	20%	
98		(Less) Total Expenditures		5,589,843.00	4,019,843.30		6,094,162.50	249,801.66	645,082.62	11%	
99	Net Increase/Decrease In Unrestricted Net Assets			(3,422,833.27)	(1,669,312.75)		(3,985,162.50)	(20,526.84)	(228,630.53)	6%	
100		Receivable for Loan - Rusk County Rural Rail District			-				-		Agreement to defer for 15 years until the year 2037.
101		Total Available to Contribute to Fund Balance		(3,422,833.27)	(1,669,312.75)		(3,985,162.50)	(20,526.84)	(228,630.53)	6%	Operating income less operating expenses
102											
103	Potential Transfer From Fund Balance										Projected Expenditures In Excess of Annual Income
104											
105	FINAL BALANCE			-3,422,833.27	-1,669,312.75		-3,985,162.50	-20,526.84	-228,630.53		



City Council

Agenda Item # 3.

SUBJECT: Consideration and possible action upon the second reading of Ordinance 2023-12-01, regarding a request to re-zone a property from R1 to I1. (Hughes/McElfresh)

MEETING DATE: January 16, 2024

DEPARTMENT: Community Development

CONTACT: Billy Hughes, P & Z Coordinator

RECOMMENDED CITY COUNCIL ACTION: Staff recommends the City Council consider and approve the second reading of Ordinance # 2023-12-01 that will amend the Zoning Map for the City of Henderson changing the zone designation of a property that is currently zoned Low Density Single Family Residential (R1) to Low Intensity Industrial (I1) zoned district.

This property is located at 511 Millville Dr. in Council District 1.

ITEM SUMMARY: The Planning and Zoning Commission and our staff recommends that council consider an amendment to the Official Zoning Map that will change the current zoning of the property from R1 to I1. The property is described as:

All Lot 14 Blk 658

TT Gammage Survey

Henderson, Texas

BACKGROUND INFORMATION: LSG Partners recently purchased this property that adjoins their property at 502 Kilgore Drive. The property had an old sub-standard structure on it that was torn down and the lot cleared. Mr. Sam Jones, owner of LSG Partners, is requesting that this property be re-zoned to I1 so that he may fence it in and include this property as a part of his existing lay

down yard.

SPECIAL CONSIDERATIONS: None

SUPPORTING MATERIALS:

1. Ordinance for rezone R1 to I1

ORDINANCE NO. 2023-12-01

AN ORDINANCE REZONING A CERTAIN PORTION OF A LOT ABOUT THE 500 BLOCK OF MILLVILLE DRIVE FROM A R1 LOW DENSITY RESIDENTIAL DISTRICT TO A I1 LOW INTENSITY INDUSTRIAL DISTRICT; PROVIDING A REPEALER; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, a certain lot located in the 500 block of Millville Drive, approximately 0.604 acres is now zoned R1 Low Density Residential District; and

WHEREAS, certain owners of said lot have requested that 0.604 acres be rezoned from R1 Low Density Residential District to I1 Low Intensity Industrial District in order to add it to their adjoining commercial property; and

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

SECTION 1: The Zoning Ordinance of the City of Henderson, Texas, and the Zoning Map of the City of Henderson, Texas, are hereby amended as required by Section 7.12 of the Henderson Zoning Ordinance in order to remove the following lot, as described and shown on the abstract of the City of Henderson, Texas tax roll and The City of Henderson, Texas official zoning map, from the R1 Low Density Residential Zoning and rezoned said 0.604 acres to I1 Low Intensity Industrial District Zoning. The property is located in the 500 block of Millville Drive as also depicted on the attached Zoning Map marked Exhibit “A” and description as Exhibit “B” and described as:

**ALL LOT 14 BLK 658
T.T. GAMMAGE SURVEY
Parcel ID 66**

SECTION 2: Repealer.

All ordinance or parts of ordinances inconsistent with the terms of this Ordinance are hereby repealed, provided, however, that such repeal shall be only to the extent of such inconsistency and, in all other respects, the subject matter covered by this Ordinance shall continue to be in full form and effect.

SECTION 3: Severability.

If any provision, exception, section, subsection, paragraph, sentence, clause or phrase of this Ordinance or the application of same to any person or set of circumstances shall for any reason be held unconstitutional, void or invalid, such invalidity shall not affect the validity of the remaining provisions of the Ordinance or their application to other persons or sets of circumstances and, to this end, all provisions of the Ordinance are declared to severable.

SECTION 4: Open Meeting.

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

SECTION 5: Effective Date.

That this Ordinance shall take full effect and force upon the passage by the City Council of the City of Henderson, Texas and publication as required by law.

CONSIDERATION OF the first reading of this ordinance on the ____ day of _____, 2023.

PASSED, APPROVED AND ADOPTED upon the second reading of this ordinance on the ____ day of _____, 2023

Mayor John Fullen

ATTEST:

Cheryl Jimerson: City Secretary



City Council

Agenda Item # 4.

SUBJECT: Consideration and possible action upon the second reading of Ordinance 2023-12-02, regarding a request to re-zone a property from R3 to M2. (Hughes/McElfresh)

MEETING DATE: January 16, 2024

DEPARTMENT: Community Development

CONTACT: Billy Hughes, P & Z Coordinator

RECOMMENDED CITY COUNCIL ACTION: Staff recommends the City Council consider approving the second reading of Ordinance 2023-12-02 amending the Zoning Map for the City of Henderson, changing the zoning designation of a property that is currently zoned High Density Single Family Residential (R3) to Multi-Family 2 (M2) zoned district.

This property is located on North Evenside and North Whippoorwill Ave. in Council District 3.

ITEM SUMMARY: The Planning and Zoning Commission and our staff recommends that council approve the second reading of an ordinance that will amend to the Official Zoning Map. Final approval of this ordinance will change the current zoning of a property from R3 to M2. The property is described as:

Lot 1 9.611 Acres

BIH Addition

F N Brooks Survey

Henderson, Texas

BACKGROUND INFORMATION: Bane Investment Holdings LLC purchased this property approximately a year ago and had it cleared of the timber and brush. The owner is now planning to develop this property for multi-family use,

consisting of 34 duplexes, if the request to rezone the property is approved.

SPECIAL CONSIDERATIONS: . If approved, this multi-family development would give the city some much needed housing options..

SUPPORTING MATERIALS:

1. BIH Addition Ordinance 2023-12-02

ORDINANCE No. 2023-12-02

AN ORDINANCE TO AMEND THE ZONING MAP FOR THE CITY OF HENDERSON, TEXAS; TO CHANGE ZONING TO PROPERTY LOCATED ON NORTH EVENSIDE AVENUE AND NORTH WHIPPOORWILL AVENUE FROM A HIGH DENSITY SINGLE FAMILY RESIDENTIAL (R3) TO (M2) MULTI -FAMILY DESIGNATION ; TO PROVIDE A REPEALER; PROVIDE FOR SEVERABILITY; AND PROVIDE AN EFFECTIVE DATE.

WHEREAS, a certain lot located on North Evenside Ave. and North Whippoorwill Ave. more fully described herein below, is now zoned High Density Single Family Residential (R3) ; and

WHEREAS, certain owners of said property have requested that their property be rezoned from High Density Single Family Residential (R3) to Multi-family (M2) in order to facilitate development of multi-family only facilities; and

WHEREAS, certain lots located in the subject area, once more fully developed and occupied for the intended purpose of multi-family utilization will enhance the neighboring area of other multi-family facilities which is critical to economic and social growth and prosperity.

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

SECTION 1: Zoning Change.

The Zoning Ordinance of the City of Henderson, Texas, and the Zoning Map of the City of Henderson, Texas, are amended to remove the following lot, as described and shown on the abstract of the City of Henderson, Texas, tax roll and The City of Henderson, Texas, official zoning map, from High Density Single Family Residential (R3) and to be replaced and rezoned as Multi-family (M2) . The property herein is more fully described in the legal description below:

**Lot 1 9.611 acres
BIH Addition
F N Brooks Survey A-101
City of Henderson
Rusk County, Texas**

SECTION 2: Repealer.

All ordinance or parts of ordinances inconsistent with the terms of the Ordinance are hereby repealed, provided, however, that such repeal shall be only to the extent of such inconsistency and, in all other respects, the subject matter covered by this Ordinance shall continue to be in effect.

SECTION 3: Severability.

If any provision, exception, section, subsection, paragraph, sentence, clause or phrase of this Ordinance or the application of same to any person or set of circumstances shall for any reason be held unconstitutional, void or invalid, such invalidity shall not affect the validity of the remaining provisions of the Ordinance or their application to other persons or sets of circumstances and, to this end, all provisions of the Ordinance are declared to severable.

SECTION 4: Open Meeting.

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

SECTION 5: Effective Date.

That this Ordinance shall take full effect and force upon the passage by the City Council of the City of Henderson, Texas and publication as required by law.

CONSIDERATION OF the first reading of this ordinance on this the ____ day
of _____, 2023
PASSED, APPROVED AND ADOPTED on the second and final reading on this
the ____ day of _____ 2023.

John W. Fullen, Mayor
City of Henderson,
Texas

ATTEST:

Cheryl Jimerson, City Secretary
City of Henderson, Texas



City Council

Agenda Item # 5.

SUBJECT: Consider and possible action for 2023-2024 Budget Amendment #1.
(Arnall)

MEETING DATE: January 16, 2024

DEPARTMENT: Finance

CONTACT: Karen Arnall, Finance Director

RECOMMENDED CITY COUNCIL ACTION: Staff recommends Council to approve the item as presented.

ITEM SUMMARY: This is to amend the 2023-2024 budget for items ordered but not yet received or projects started but not yet completed in 2023. These items or projects will be received and most likely completed in 2024. An exception could be the Eastside Sewer Main Project. The budget amendment recommended to Council addresses needed changes to the 2023-2024 budget affecting the following funds: General Fund, Equipment Replacement, and 2018 Bond Series.

BACKGROUND INFORMATION: The total budget amendment request is \$1,608,141.55.

SPECIAL CONSIDERATIONS:

SUPPORTING MATERIALS:

1. 2024-01-01 Resolution-Budget Amendment 1 FY2023-2024
2. Budget Amendment #1 2023-2024

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HENDERSON, TEXAS, AUTHORIZING THE 2023-2024 BUDGET AMENDMENTS, AMENDMENT #1.

WHEREAS, the City Council of the City of Henderson, Texas, on the 12th day of September 2023, adopted the Fiscal Budget of the City of Henderson, for the period beginning October 1, 2023, and ending September 30, 2024, all such proceedings being in accordance with Local Government Code Sections 102.005-102.008; and

WHEREAS, Article VI, Section 7, of the Charter of the City of Henderson provides that the City Council, for good cause shown, may pass resolutions transferring appropriations made from one department to another department, but that in no event shall the total appropriations made for all the departments of the City exceed the reasonable and anticipated revenues of the City in excess of fixed charges for that year. The City Council hereby finds good cause to transfer appropriations previously made in the original budget for this Fiscal Year between departments.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HENDERSON, TEXAS:

SECTION 1.

That certain of the appropriations made in the Fiscal Budget for 2023-2024 are hereby transferred between departments in the following funds as more fully set out in the City of Henderson 2023-2024 Budget Amendments, **Amendment #1 (Attachment A)**, on file in the office of the City Secretary:

- (1) General Fund *
 - Administration Department
 - Fire Department
 - Police Department
 - Animal Center Department
 - Miscellaneous Department
- (2) Equipment Replacement Fund
- (3) 2018 Bond Series

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HENDERSON, TEXAS, this 16th day of January 2024.

John (Buzz) Fullen, Mayor

ATTEST:

Cheryl Jimerson, City Secretary

2023-2024 Budget Amendment #1

REVENUES			EXPENSES		
Account	DESCRIPTION	Amend	Account	Description	Amount to Amend
General Fund					
Administration Department					
01-5999	Beginning Balance	\$ 14,500.00	01-6349-10	Administrative Services	\$ 14,500.00
	TOTAL Administration	<u>\$ 14,500.00</u>			<u>\$ 14,500.00</u>
Fire Department					
01-5999	Beginning Balance	\$ 73,890.00	01-6750-15	Capital	\$ 73,890.00
	TOTAL Fire Department	<u>\$ 73,890.00</u>			<u>\$ 73,890.00</u>
Police Department					
01-5999	Beginning Balance	\$ 36,838.30	01-6701-16	TX Eastern 911 Grant	\$ 26,338.30
			01-6748-16	PD Shooting Range-Donations	\$ 10,500.00
	TOTAL Police Department	<u>\$ 36,838.30</u>			<u>\$ 36,838.30</u>
Animal Center					
01-5999	Beginning Balance	\$ 8,000.00	01-6450-20	Buildings & Grounds	\$ 8,000.00
	TOTAL Animal Center	<u>\$ 8,000.00</u>			<u>\$ 8,000.00</u>
Miscellaneous Department					
01-5999	Beginning Balance	\$ 10,000.00	01-6710-25	Comprehensive Plan	\$ 10,000.00
01-5999	Beginning Balance	\$ 608,191.25	01-6920-25	American Rescue Plan	\$ 608,191.25
	TOTAL Miscellaneous	<u>\$ 618,191.25</u>			<u>\$ 618,191.25</u>
	TOTAL General Fund	<u>\$ 751,419.55</u>			<u>\$ 751,419.55</u>
Equipment Replacement Fund					
09-5999	Beginning Balance	\$ 82,923.00	09-6849	Animal Center Truck	\$ 82,923.00
	TOTAL Equipment Replacement	<u>\$ 82,923.00</u>			<u>\$ 82,923.00</u>
2018 Bond Series					
33-5999	Beginning Balance	\$ 90,234.00	33-6784	Eastside Sewer Main Proj-Engineer	\$ 90,234.00
33-5999	Beginning Balance	\$ 683,565.00	33-6785	Eastside Sewer Main Proj-Const	\$ 683,565.00
	TOTAL 2018 Bond Series	<u>\$ 773,799.00</u>			<u>\$ 773,799.00</u>
TOTAL REVENUES		\$ 1,608,141.55	TOTAL EXPENDITURES		\$ 1,608,141.55

8-Jan-24



City Council

Agenda Item # 6.

SUBJECT: Consideration of a recommendation from the Planning and Zoning Commission upon the first reading of ordinance 2024-01-01 regarding a request to create a new zoning district for Town Homes.

MEETING DATE: January 16, 2024

DEPARTMENT: Community Development

CONTACT: Billy Hughes, P & Z Coordinator

RECOMMENDED CITY COUNCIL ACTION: : The Planning and Zoning Commission and our staff recommend council consider approving ordinance #2024-01-01 adding the Town Home Dwelling District to Article 2 of the City of Henderson's Zoning Ordinances, including the proposed appropriate developmental standards for this district.

ITEM SUMMARY: This proposed amendment would create a new zoning district for Town Homes that can be placed within certain residentially zoned districts and adjacent to certain appropriate zoned districts.

BACKGROUND INFORMATION: Presently, the City of Henderson has no residential district that permits a zero lot line for single family attached dwelling units to be built and sold as such. If approved, the "Town Home Dwelling District" would have its own Developmental Standards, Permitted Uses and Special Exception Uses.

SPECIAL CONSIDERATIONS: Our staff has already been approached by several builders and property owners interested in building town homes. If approved, the creation of this new Town Home Dwelling District would be the first step toward the direction of residential developments suggested by the

newly adopted 2050 Comprehensive Plan.

SUPPORTING MATERIALS:

1. P&Z presentation
2. 2024-01-01 Town Home Ordinance

Town Home (TH) Dwelling District

District Intent	Permitted Uses	Special Exception Uses
The Town Home Districts intent is to provide for development of single family-attached units on separate lots, built to accommodate five (5) to twelve (12) dwelling units per acre. The maximum number of units attached shall not exceed six (6). Corresponding future land use designations generally include Medium Density Residential and High Density Residential. Application for District New Development Appropriate Adjacent Zoning Districts AG, PR, and IS Appropriate Within Zoning Districts RE, R1, R2, R3, M1 and M2	Accessory Permitted Uses Home business (Type 1) Residential Permitted Uses Dwelling single-family attached	Accessory Special Exception Uses Home business (Type 2) Residential Special Exception Uses Low Density Single Family Residential

Minimum Lot Area	6000 sf
Minimum Lot Width	60'
Minimum Lot Depth	100'
Maximum Lot Coverage	80%
Minimum Front Yard Setback	30'
Minimum Front Yard Setback for Corner Lot	30' from property line on both street fronts
Minimum Side Yard Setback	0' between attached units; 7 ½' on end units
Minimum Rear Yard Setback	10'
Minimum Dwelling Size	800 sf
Maximum Stories	2.5
Minimum separation between structures	15'

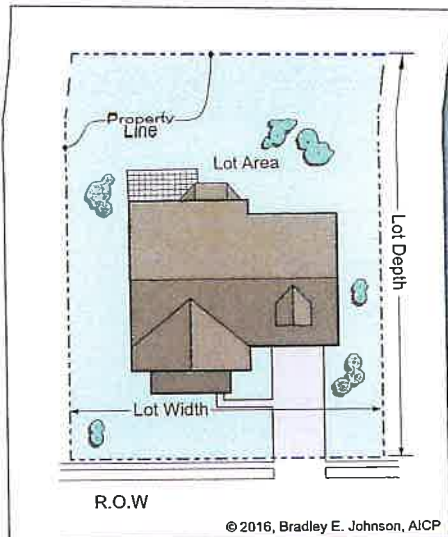
All structures shall meet all other applicable requirements of the adopted zoning ordinances.

All structures shall meet all applicable Building, Fire and Health codes.

High Density Single-family Residential (R3) District

Article
2

2.12 High Density Single-family Residential (R3) District Development Standards



Minimum Lot Area

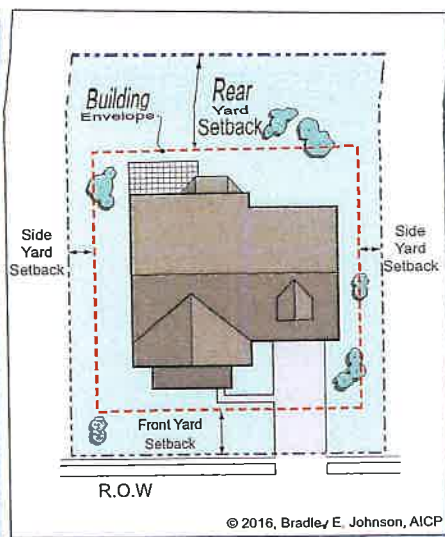
- 6,000 square feet

Minimum Lot Width

- 60 feet

Sewer and Water

- sewer utility connection is required
- water utility connection is required



Minimum Front Yard Setback

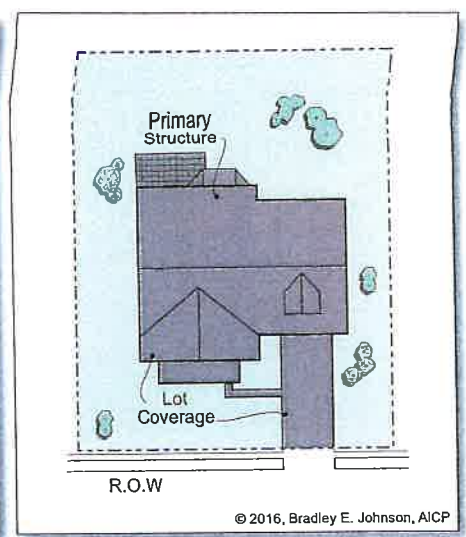
- 25 feet for primary and accessory structure

Minimum Side Yard Setback

- 7 ½ feet for primary structure
- 3 feet for accessory structure

Minimum Rear Yard Setback

- 20 feet for primary structure
- 5 feet for accessory structure



Maximum Lot Coverage

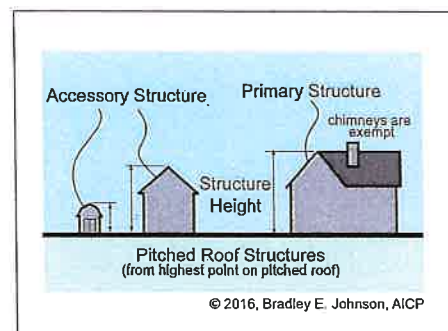
- 35% of lot area

Minimum Dwelling Unit Size

- 800 square feet

Maximum Primary Structures

- 1



Maximum Structure Height

- 35 feet for primary structure
- 25 feet for accessory structure
- 2 ½ stories for primary structure
- 1 story for accessory structure

Additional Development Standards that Apply

Accessory Structure		Landscaping		Signs	
• AS-01.....	5-3	• LA-01.....	5-32	• SI-01.....	5-61
• AS-04.....	5-6	• LA-02.....	5-33	• SI-03.....	5-68
Architectural		• LA-05.....	5-36	Special Exception	
• AR-01.....	5-14	Lighting		• SE-01.....	5-86
Density and Intensity		• LT-01.....	5-37	Structure	
• DI-01.....	5-19	Lot		• ST-01.....	5-87
Environmental		• LO-01.....	5-39	Temporary Use	
• EN-01.....	5-20	Outdoor Storage		• TU-01.....	5-90
Fence and Wall		• SS-01.....	5-41	• TU-03.....	5-91
• FW-01.....	5-21	Parking		Trash Receptacle	
• FW-04.....	5-23	• PK-01.....	5-43	• TR-01.....	5-92
Floor Area		• PK-02.....	5-44	Vision Clearance	
• FA-01.....	5-25	Performance		• VC-01.....	5-93
Height		• PF-01.....	5-55		
• HT-01.....	5-26	Public Improvement			
Home Business		• PI-01.....	5-56		
• HB-01.....	5-27	Setback			
• HB-02.....	5-28	• SB-01.....	5-57		
Keeping of Animals		Sewer and Water			
• KA-04.....	5-31	• SW-01.....	5-59		

2.10. TH, Townhome Dwelling District Or Use

A. Purpose Statement

This district is intended to provide for development of multiple-attached units on separate lots, built to accommodate five (5) to twelve (12) dwelling units per acre. The maximum number of units attached shall not exceed six (6). Corresponding future land use designations generally include Low-Density Residential and Medium-Density Residential.

B. Dimensional Standards

See **Table 22. TH Lot Dimensions.**

C. Permitted Uses

See **3.03. Permitted Uses.**

D. Other Applicable Standards

1. See 4.02. Dwelling and Building Location
2. See 4.03. Accessory Buildings and Uses
3. See 4.04. Fencing and Screening
4. See 4.05. Buffer Yards
5. See 4.06. Landscaping
6. See 4.07. Tree Preservation
7. See 4.08. Vehicle Parking
8. See 4.09. Off-Street Loading

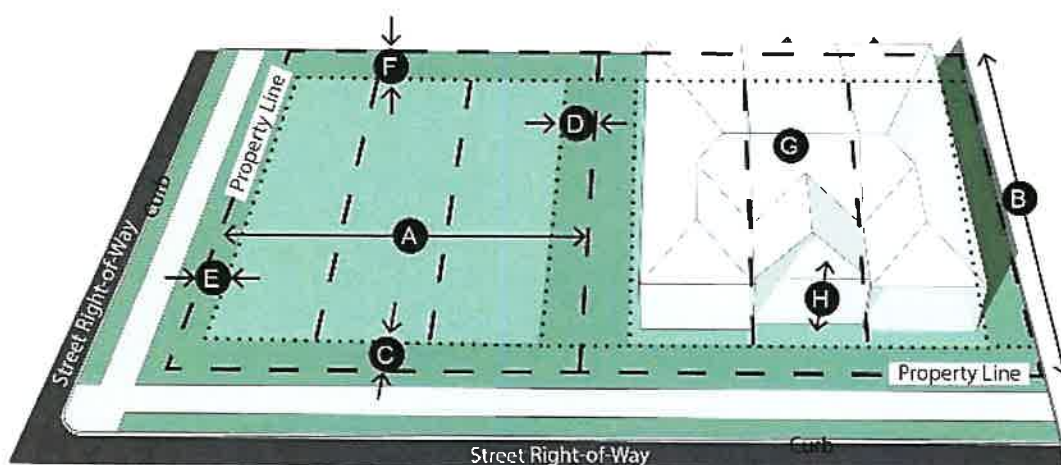
Table 22. TH Lot Dimensions

	Min. Lot Area	2,000 SF
A	Min. Lot Width	25'
B	Min. Lot Depth	80'
C	Min. Front Yard Setback	20'
D	Min. Side Yard Setback	0' between attached units, 6' on end units
E	Min. Corner Side Setback	10' (20' when covered parking provided)
F	Min. Rear Yard Setback	10'
G	Min. Floor Area	800 SF
H	Max. Stories	2.5
	Max. Building Coverage	80%

See Figure 6. Method for Measuring Lot Depth & Figure 7. Method for Measuring Lot Width

Minimum setbacks are for zoning purposes only. The International Building Code and International Residential Code Table for Rated Separations shall dictate additional setbacks based on ratings and opening per table.

Non-habitable structures for utility and/or institutional uses may be erected up to thirty (30) percent above the height limit established for the zoning district



ORDINANCE NO. 2024-01-01

AN ORDINANCE PROVIDING FOR A NEW SECTION OF THE ZONING ORDINANCE OF THE CITY OF HENDERSON, TEXAS, TO PROVIDE FOR THE CREATION OF A NEW ZONNG DISTRICT TO BUILD TOWN HOMES IN CERTAIN RESIDENTIAL DISTRICTS; PROVIDING SETBACK REQUIREMENTS; REGULATING SIGNAGE; PROVIDING FOR COMPLIANCE WITH OTHER CODES; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT HERewith; AND PROVIDING THAT THIS ORDINANCE SHALL BECOME EFFECTIVE IMMEDIATELY UPON FINAL ADOPTION

WHEREAS, On February 19,2024, the City Council of the City of Henderson, Texas, amended the Zoning Ordinance of the City of Henderson to establish a new zoning district to allow Town Homes to be built within the certain residential zoning districts; and

WHEREAS,owners of property located within the City of Henderson have requested the Planning and Zoning Commission to recommend to the City Council that a new zoning district be established specifically for Town Homes; and

WHEREAS, the Planning and Zoning Commission has recommended that the Zoning Ordinance be amended to provide for a Town Home District be allowed by amending the zoning map for the City of Henderson in certain Residential Districts within the City of Henderson; and

WHEREAS, the City Council of the City of Henderson, Texas, has determined that it would be in the best interest of the citizens to approve the recommendation of the Planning and Zoning Commission, thereby allowing certain properties in districts of the City of Henderson in order to promote growth;

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

Section 1: That there be created a new section to be added to Article 2 of the City Zoning Ordinance, to be designated as Section 2.37 of Article 2, which such new section shall read as follows:

"SECTION 2.37 Town Home Dwelling District"

Development Regulations:

District Intent

The Townhome Districts intent is to provide for development of single family-attached units on separate lots, platted with a zero foot (0') side yard setback on the interior units and built to accommodate five (5) to twelve (12) dwelling units per acre. The maximum number of units attached shall not exceed six (6). Corresponding future land use designations generally include Medium Density Residential and High Density Residential.

Application for District

New Development

Appropriate Adjacent Zoning Districts

AG, PR, and IS

Appropriate Within Zoning Districts

RE, R1, R2, R3, M1 and M2

a. Permitted Uses

Accessory Permitted Uses

Home business (Type 1)

Residential Permitted Uses

Dwelling single-family attached

b. Special Exception Uses

Accessory Special Exception Uses Home business (Type 2).

Residential Special Exception Uses Low Density Single Family Residential

Developmental Standards

Minimum Lot Area	6000sf
Minimum Lot Width	60'
Minimum Lot Depth	100'
Minimum separation between structures	15'
Maximum Lot Coverage	80%
Minimum Front Yard Setback	30'
Min Front Yard Setback for Corner Lot	30' from each street Front
Minimum side Yard setback	0' between attached units 7 ½' on end units
Minimum rear yard setback	10'
Minimum Dwelling Size	800 sf
Maximum Height	35'

All structures shall meet all other applicable requirements of the adopted zoning ordinances.

All structures shall meet all applicable Building, Fire and Health codes.

c. Signs:

No signs shall be allowed identifying the Duplex structures other than address identification on building.

d. All structures shall meet all applicable Building, Fire and Health Codes."

Section 2: That the provisions of this Ordinance shall be severable. If any provision of this ordinance is held invalid, such invalidity shall not affect other provisions or applications of this ordinance which can be given effect without the invalid provision of application.

Section 3: That all ordinances or parts of ordinances in conflict herewith are hereby expressly repealed.

Section 4: That this ordinance shall take full effect and force upon the passage by the City Council of the City of Henderson, Texas.

CONSIDERATION of first reading on this the 16th day of January, 2024.

PASSED, APPROVED, AND ADOPTED on the second and final reading on this the 20th day of February, 2024.

J. W. FULLEN
Mayor

ATTEST:

Cheryl Jimerson
City Secretary

City of Henderson
300 W. Main Street
Henderson, TX 75652



Phone # 903.657.6551
Email: jabercrombie@henderson.tx.us
Website: <http://henderson.tx.us/>

Year End Recap, 2023

Jay Abercrombie – City Manager

The year of 2023 has come and gone. Although it seemed the year went by fast, there were many accomplishments that are worth noting. With the direction and vision of our Mayor and City Council, city staff worked extremely hard to start, continue and complete many tasks and operations that will have effects on our citizens and team for years to come. I would like to take this opportunity to document and highlight a few of these items.

- **Comprehensive Plan (Henderson 2050)**

This plan took approximately 20 months from start to finish. With the final adoption by ordinance on December 19th, 2023, the City of Henderson has adopted its first comprehensive plan in its 180 years of being incorporated. This plan will be The Guide for development and land use in the future, infrastructure priorities, financial priorities and strategies, public service strategies and vision, etc.

Gathering the information from the community and stakeholders was imperative in creating this Comp Plan. The Mayor, Council, City of Henderson Directors and Leadership Team, stakeholders, citizens, business owners and many other entities should be commended for a job well done. The plan will be a living document and will be used daily by the City for all decisions made for the future of Henderson. The plan will be reviewed in another 5 to 7 years to update any changes in vision related to growth or direction.

- **Sales Tax Revenue**

Another record-breaking sales tax year for the City of Henderson. Our economy remains strong due to many things. Our city is diverse in many

areas including core business makeup. Henderson does not rely on only a couple of industries when it comes to our employment and economy. Our revenue stream shows this to be true when other cities around Henderson saw drastic decreases in sales tax revenue during the pandemic and during the downturn of the oil and gas industry. We have been on a growth pattern of approximately 10% for the past 3 years and are forecasting this to continue in 2024. Congratulations to the Council, HEDCO, Henderson Area Chamber of Commerce and others on continuing the strong and diverse relationships to our businesses and citizens and having a forward-thinking vision when making decisions.

- **Fiber Internet Infrastructure**

The City of Henderson residents and businesses now have fiber internet to every door in the City Limits with more options coming daily. During the pandemic, we realized the need for high-speed broadband type internet. There are major gaps in this infrastructure throughout rural East Texas that continue to be filled. In the City of Henderson, most residents and businesses now have a choice between multiple providers for fiber internet. This allows for faster business and education in our schools. There is more to be done across Rusk County and the City of Henderson will stand to be a leader to help make the availability of broadband a reality for all citizens in our surrounding community.

- **Annexation of Commercial HEDCO Property**

Annexation is not something the City has done in many years but this changed this year with the annexation of a 25 acre tract in the Industrial Park owned by HEDCO. This then started the process of other development voluntarily wanting to be annexed into the City for various reasons. Our Community Development Department is now working hard on true development within the City. By working hand in hand with HEDCO, our community now shows signs of growth and opportunity in the near future.

- **HEDCO Business Park (East Texas Regional Business Park)**

The Henderson Economic Development Corporation has purchased and platted a major business park development that will soon be in the city limits of Henderson. While most of the property will see growth in 2024 and beyond, the first major step was to approve the transaction and vision for HEDCO in this endeavor. We look forward to the many jobs, families and businesses this park will inevitably bring to our community.

- **Human Resource and Team Development**

There were a few things that happened this year as it relates to normal staff development and updated policies for our city employees.

- Volunteer Time Off Policy – New policy approved by Council allows for 16 hours per year of Volunteer Time Off. These hours can be used for qualifying volunteer opportunities without loss of pay that would normally happen with being off of work to volunteer.
- Cost of Living Raise for all employees – The Council approved a 3.5% cost of living adjustment for all City of Henderson employees in the 2023-2024 budget year.
- 100% Electronic Payroll – We are no longer processing any paper checks for payroll. All payroll is now being processed through direct deposit.
- Customer Service Training – Most staff members that are “customer facing” attended a multi session customer service training class. This is a first for most of these employees that deal with our citizens daily and are the face of the City of Henderson to most people.
- Management Training – Our midlevel management group received training for the first time in all their careers. This training focused on how to manage people and move different personalities to a common goal each day. This multi-day training has seen immediate success in how our supervisors manage their staff.
- Policy Book Update – This is a routine annual update that we generally do, however it is very important to continue these updates as the human resource landscape continues to change rapidly.

- **Utilities Major Projects**

- Ragley Street ground storage tank rehab. This storage tank holds 1.5 million gallons of treated water for our water system at any given time. Every few years these tanks need to be drained and properly recoated on the inside to ensure the life expectancy of the tank.
- Willow lake ground storage tank rehab. This tank holds up to 1 million gallons of treated water at any given time. This tank had the same procedure done as the Ragley Street tank.

- Clarifiers #1 and #2 rehab at the water treatment plant. Each clarifier holds 285 thousand gallons and is part of the treatment process at the surface water treatment plant. A very similar process of rehab took place on the clarifiers as done on the ground storage tanks mentioned above.
- Replacement of sewer line on Peterson Lane. This was a large and lengthy replacement of 600 total feet that was old and needed to be replaced. This line has direct taps to approximately 30 homes.
- Construction of a 12 inch water line on Loop 571 near Hwy 64. This line currently serves CenterPoint Energy's new office and will soon serve the new TxDOT Maintenance facility in the next year or so. It serves as the starter for water service needs on other possible developments in that region that will come in the future.
- Water Meter Upgrade – This was a project that upgraded all water meters (approximately 5000) across our service area. This is the newest technology in meter reading that allows for digital reads to come directly to the billing office from the meter without a meter reader driving to manually read or connect to the meter when driving by. The efficiency this creates is an astronomical change from the way we have historically gathered data from meters in the past. This new upgrade also comes with a new customer facing portal allowing water customers to see and track their usage and billing daily. It allows for setting of threshold notifications and leak notifications that will significantly reduce the wasted water due to unknown leaks for many days in a row.

- **Public Services Type Projects**

- Pilot a 4-day 10-hour week rotating schedule with crews. This change has seen a notable increase in morale throughout the department. The schedule allows for some shifts to be working in our community at earlier hours and others staying later than the normal 5:00pm. Better coverage and flexible schedules has been a win/win within the department and the service they are providing to citizens.
- Completed construction of the Hwy 79 beautification projects from Henderson 3rd Governor's Community Achievement Award. Henderson also won its 4th GCAA Award during 2023

and planning is underway on creation of projects with TxDOT for the coming year.

- Installed Verkada camera system in the Municipal Services Complex, Public Services Warehouse, Animal Center, Community Center and the Alley on Main Street.
- Updated Historical District street signs downtown.
- Began the clearing of the property on the west side of Lake Forest Park for expansion.
- Replaced numerous storm drains around the city.
- Updated location data points to all water valves, sewer manholes, and water meters throughout the city into our Geographical Informational Systems (GIS).

Construction Crew (What an Asset!)

- Built 24 additional dog kennels at the Animal Center to help with the overcrowding.
- Complete remodel of the old HEDCO office at 500 West Main. This is the second remodel they have done to this building. The first was for HEDCO offices and this last one was for Provalus to move into.
- This crew also did 95% of all the remodel done at the new Municipal Services Complex with the exception of the elevator and flooring.

• **Police Department**

- Completed Re-Accreditation for the department this year. This accreditation is in place for 4 years before it expires. Henderson PD has been accredited for over 4 years and will now have another 4 years. This is a strict process which includes many updates and changes to policy that protects the safety and service of our officers and everyone they come in contact with.
- Updated the structure and salaries within the Police Department to better suit our current needs and to recruit officers to our City in an industry in which positions are hard to fill.
- Department issued handguns...Officers have been trained and weapons are being carried. At this point all officers are carrying the same weapon and caliber. Keeps us uniform and if something bad happens we are all trained on the same weapon which can be utilized by any officer in our department...Keeps us same and lessens the liability on the city.

- Long term major upgrade to dispatch. This is a grant (last budget 2023) funded project and equipment has already arrived.
- Completed long term storage plan for evidence in CID building.
- **Fire Department**
 - We welcomed 3 new firefighters to the City of Henderson family in 2023.
 - Received a \$5,000 grant for new bunker gear extractor for station #2. This is used to decontaminate the gear after structure fires. This helps prevent any cancer or other sickness that can come from blood or airborne pathogens.
 - Completed the living quarters remodel for the Central Station.
 - Received the truck and chassis from the ESD for a brush truck. The Council approved the bed to finish out the truck in 2024.

These are just the main highlights! As you can see, we've had an extremely positive year for the City of Henderson. I want to thank the Mayor and Council for their leadership and vision. Without a great Council that understands the need for forward thinking and planning, these types of projects just don't happen.

I would also like to give credit to our amazing team of employees across all departments. I have seen tremendous growth in the managers and leadership which then immediately shows in all other employees and projects. We have a great staff that is head and shoulders above where most cities are. Kudos to everyone! Here we come 2024!!!



HENDERSON FIRE DEPARTMENT

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

Rusty Chote, Fire Chief
Sonny Ybarra, Deputy Fire Chief

YEARLY REPORT FOR 2023

<u>TYPE OF CALL</u>	<u>CITY</u>	<u>COUNTY</u>
<i>OTHER FIRES (Industrial/other)</i>	6	3
<i>STRUCTURE FIRES</i>	13	6
<i>VEHICLE FIRES</i>	12	10
<i>GRASS FIRES</i>	27	38
<i>ELECTRICAL FIRES</i>	12	0
<i>COOKING FIRES (KITCHEN)</i>	6	0
<i>POWER LINES</i>	22	2
<i>SMOKE CHECKS</i>	11	3
<i>ACCIDENTS (JAWS)</i>	7	6
<i>MVC'S (No Extrication)</i>	60	45
<i>AIRCRAFT STAND-BY</i>	4	4
<i>FUEL SPILLS/GAS LEAKS</i>	40	9
<i>RESCUE</i>	3	0
<i>MEDICAL CALLS</i>	270	78
<i>ALARM MALFUNCTIONS</i>	32	1
<i>FALSE ALARMS</i>	78	7
<i>DISPATCHED AND CANCELED ENROUTE</i>	60	33
<i>UNAUTHORIZED BURNING</i>	31	8
<i>tony</i>	2	9
<i>ASSIST OTHER DEPARTMENTS</i>	1	11
<i>MISCELLANEOUS CALLS/PUBLIC SERVICE</i>	44	25
TOTAL	741	298
MILEAGE	1915	2649
MANHOURS	1339	727
TOTAL CALLS		1039
TOTAL MILEAGE		4565
TOTAL MANHOURS		2254
TRAINING		1222
INSPECTIONS		387
FIRE PREVENTION PROGRAMS		1
PUBLIC RELATIONS EVENTS	30	
HYDRANT MAINTENANCE		831
WATER USAGE	44000	

HENDERSON FIRE DEPARTMENT



December 2nd, the Henderson Fire Department B-shift attended a community carnival at the Rusk County Boys & Girls Club, Firefighters had positive interaction with the children and others attending the event.

December 5th, Henderson Fire Department had Engine 3 participate in the annual Christmas parade. Engine 3 carried City Council Members, Henry Pace and Reggie Weatherton and was driven by Firefighter Bryce Tomlin.

CALL LOG

December 2023

- Fire Calls: 46
- Medical Calls: 25
- Total Calls: 71
- Inspections: 8
- Hydrants: 0

Henderson Firefighters enjoyed several Christmas lunches throughout the month of December from people having food delivered to the station and going to different locations. Positive contact was made with the public at all these events.



December 6th-8th, 2023, each shift at HFD took part in Search & Rescue Training at the old HISD administration building on High St. Firefighters were able to perform hands on training simulating searching for a fire victim at the facility. Firefighters also practiced Rapid Intervention Team rescues of a downed firefighter when Mayday is called. A Mayday call in the fire service represents a down or lost firefighter inside a structure fire. HFD will continue to promote the positive partnership with HISD.

December 14th, B-shift attended the Tree of Angels at the Rusk County JP 5 Courtroom. HFD staff assisted with escorting those impacted with violent crime in our community. HPD, RCSO and other agencies attended the event and escorted those impacted.

On December 15th, HFD took part in the City of Henderson ringing of the bell for the Salvation Army at Walmart. Henderson Fire Department C-shift and Fire Chief Rusty Chote represented HFD at this location. This was a great opportunity for city employees to make positive contact with the public. Positive feedback was received by HFD employees at the event.



On December 19th, Henderson Fire Department participated in the Christmas parade at Wylie Elementary along with the Henderson Police Department, Rusk County Sheriff's Office, Public Works, UTEMs and many businesses from Henderson. The children were excited to see Santa and the firefighters, police officers, sheriff's deputies and UTEMs.

December 29th, B-Shift attended and took part in an emergency exercise drill at Bradshaw State Jail. The simulated emergency drill consisted of a fire in the kitchen area of the Bradshaw State Jail. These types of emergency drills assist both the Bradshaw State Jail Staff and emergency responders taking part in the event.



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 DECEMBER 2023

<u>TYPE OF CALL</u>	<u>CITY</u>	<u>COUNTY</u>
<i>OTHER FIRES (Industrial/other)</i>	0	3
<i>STRUCTURE FIRES</i>	0	1
<i>VEHICLE FIRES</i>	3	0
<i>GRASS FIRES</i>	0	0
<i>ELECTRICAL FIRES</i>	0	0
<i>COOKING FIRES (KITCHEN)</i>	0	0
<i>POWER LINES</i>	1	0
<i>SMOKE CHECKS</i>	1	0
<i>ACCIDENTS (JAWS)</i>	0	0
<i>MVC'S (No Extrication)</i>	6	5
<i>AIRCRAFT STAND-BY</i>	0	0
<i>FUEL SPILLS/GAS LEAKS</i>	3	1
<i>RESCUE</i>	1	0
<i>MEDICAL CALLS</i>	21	4
<i>ALARM MALFUNCTIONS</i>	4	0
<i>FALSE ALARMS</i>	5	0
<i>DISPATCHED AND CANCELED ENROUTE</i>	6	1
<i>UNAUTHORIZED BURNING</i>	4	0
<i>CONTROL BURN (COUNTY ONLY)</i>	0	0
<i>ASSIST OTHER DEPARTMENTS</i>	0	1
<i>MISCELLANEOUS CALLS/PUBLIC SERVICE</i>	0	0
TOTAL	55	16
MILEAGE	132.2	128.4
MANHOURS	93.5	47
TOTAL CALLS		71
TOTAL MILEAGE		260.6
TOTAL MANHOURS		140.5
TRAINING	Paid 90 Vol 16	Total
INSPECTIONS		8
FIRE PREVENTION PROGRAMS		0
PUBLIC RELATIONS EVENTS		3
HYDRANT MAINTENANCE		0
WATER USAGE		500



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

01/03/2024

To: City Council
From: Chad Taylor, Chief
Ref: Training Report

Training report for the month of December

Total number of officers with license certification **3**

Total number of officers moved from basic to intermediate – 0

Total number of officers moved to advanced – 0

Total number of officers moved to master- 0

Total number of officers in the cadet program- **1**

Total number of Telecommunicators with a temporary license – **2**

Total number of Telecommunicators moved from temporary license to basic-0

Total number of Telecommunicators moved from basic to intermediate-**0**

Total number of Telecommunicators moved from advance to master-0

Total Proficiency level moves - 0

Approximate hours of training hours for the month of December-**82**

Information provided by Sgt. Charles Helton – Training/Community Outreach Coordinator



Henderson Police Department

800 Lake Forest Parkway

Henderson, Texas 75652

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

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Current Cycle Training Cycle: 09/01/2021-08/31/2023

Member total number of training hours in a two-year period: 10,333

Master Peace Officers: 16

Advance Peace Officers: 4

Intermediate Peace Officers: 5

Basic Peace Officers: 7

Master Telecommunicators: 3

Advance Telecommunicators: 2

Intermediate Telecommunicators: 1

Basic Telecommunicators: 0

Temporary Telecommunicators: 2

License break- down

License Peace officers: 36

License Telecommunicators: 8

Temporary Telecommunicator: 1

Dual Certifications Peace officer/ Telecommunicator: 4

Total number of licensed employees: 45

Total number of licensed paid employees: 42

Total Number of paid employees: 43

Information provided by Sgt. Charles Helton – Training/Community Outreach Coordinator

Revised:01/03/24



Henderson Police Department

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Henderson, Texas 75652

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Approx. training hours for 2023: 2,576.85

Total number of officers moved from peace officer license to basic: **3**

Total number of officers moved from basic to intermediate: **2**

Total number of officers moved from intermediate to advance: **0**

Total number of officers moved from advance to master: **0**

Total number of telecommunicators moved from basic to Intermediate: **1**

Total number of telecommunicators moved from Intermediate to advance: **1**

Total proficiency moves: **7**

Information provided by Sgt. Charles Helton – Training/Community Outreach Coordinator



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December 2023 Open Record Report

Request	ORR Received	ORR Completed	ORR Open
Wrong Jurisdiction	4	4	0
ORR US Gov.	4	4	0
ORR State Gov.	6	6	0
ORR Local Gov.	6	6	0
ORR Subpoena	2	2	0
ORR Civilian	15	15	0
ORR Attorney	13	10	3
CRASH Reports	35	35	0
Total Requests	85	82	3

Information provided by Stacey Strong – Records Administrator

REV 10/23/SJS



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

December 2023 ORR Revenue

Description	Qty	Unit price	Discount	Total
Crash Reports	12	\$5.00		\$60.00
Crash Reports	6	\$6.00		\$36.00
ORR Attorney	1	73.20		\$73.20
ORR Civilian	0			
LexisNexis	1	20.00		\$20.00
Total				\$ 189.20

Information provided by Stacey Strong – Records Administrator

REV 3/023/SJS

Balance Sheet

Henderson PD Records

Dec-23

Balance summary	
No. 6619 Cash	\$6.00
No. 6620 CK 01829036	\$20.00
No. 6621 CK 2364586362	\$5.00
No. 6622 CK 2368860712	\$5.00
No. 6623 CK 2345973962	\$5.00
No. 6624 CK 2352643212	\$5.00
No. 6625 CK 2365301962	\$5.00
No. 6626 CK 2368104212	\$5.00
No. 6627 Cash	\$6.00
No. 6628 Cash	\$6.00
No. 6629 CK 2365139412	\$5.00
No. 6630 CK 2368914562	\$5.00
No. 6631 CK 2379110563	\$5.00
No.6632 CK 12270	\$73.20
No. 6633 CK 2388494811	\$5.00
No. 6634 Cash	\$6.00
No. 6635 Cash	\$6.00
No. 6636 Cash Turned in 12/19/2023	\$6.00
No. 6637 CK 2368860713	\$5.00
No. 6638 Cash	\$5.00
Balance	\$189.20

Information Provided by Stacey Strong - Records Administrator

Open Records Report

12/1/2023 to 12/31/2023

DATE(S)	Record Requestor	TIME IN	TIME OUT	HOURS	Charges
12/1/23	Parker Firm 202109321 Pending	10:00 AM	12:30 PM	2.50	Paid
12/1/23	Crash Report H2310712 /NO.6619	12:55 PM	1:00 PM	0.08	6.00
12/1/23	Parker Law Firm 202109321 case law	1:20 PM	1:54 PM	0.57	Paid
12/1/23	Parker Law Firm 202109321 case law	2:09 PM	2:10 PM	0.02	Paid
12/1/23	Parker Law Firm 202109321 case law	2:45 PM	2:48 PM	0.05	Paid
12/1/23	Charlio Law Firm Skylar Loveall/maggie Alkofer	2:49 PM	3:35 PM	0.77	Subpoena
12/1/23	Home state Co Mutual /H2309026	9:34 AM	9:52 AM	0.30	No Charge
12/1/23	Crash Report H2310712 /NO.6619	12:55 PM	1:00 PM	0.08	Paid
12/1/23	Crash Report No Record 236886071/NO 6622	8:15 AM	8:20 AM	0.08	5.00
12/1/23	Crash Report H2310223 /NO. 6623	8:08 AM	8:14 AM	0.10	5.00
12/1/23	Lexis Nexis H2310254 Blue Form/NO 6624	4:30 PM	4:35 PM	0.08	Paid
12/4/23	Lexis Nexis H2310254 Blue Form/NO 6624	7:45 AM	8:07 AM	0.37	5.00
12/4/23	Crash Report H2310223 /NO. 6623	8:08 AM	8:14 AM	0.10	Paid
12/4/23	Lexis Nexis Blue Form NO 6625	8:15 AM	8:20 AM	0.08	5.00
12/4/23	Lexis Nexis H2305591 Corrected 3951/NO 6621	8:21 AM	8:35 AM	0.23	5.00

DATE(S)	Record Requestor	TIME IN	TIME OUT	HOURS	Charges
12/4/23	Lexis Nexis No Record 11/18/2023/ NO 6626	8:47 AM	9:17 AM	0.50	5.00
12/4/23	Lexis Nexis H2310712 / NO 6625	9:18 AM	9:53 AM	0.58	Paid
12/4/23	CPS Jay Lybrand H2208468 & H2205581	11:45 AM	12:06 PM	0.35	No Charge
12/4/23	Crash Report H2311114	1:22 PM	1:45 PM	0.38	No Charge
12/4/23	Crash Report H2311169 / NO. 6627	2:48 PM	2:59 PM	0.18	6.00
12/4/23	Crash Report H2311244 / NO. 6628	4:15 PM	4:20 PM	0.08	6.00
12/5/23	Crash Report H2311285	11:55 AM	12:13 PM	0.30	No Charge
12/5/23	Crash Report H2310702 Redacted/ No. 6629	3:00 PM	3:12 PM	0.20	5.00
12/5/23	Crash Report No Records/ Citation 121445 / No 6630	3:00 PM	3:20 PM	0.33	5.00
12/5/23	Crash Report H2310836 Redacted/ No 6631	3:00 PM	3:30 PM	0.50	5.00
12/6/23	US DISTRICT COURT Tanya Atkins/ Fillingim, Simone	7:48 AM	8:34 AM	0.77	No Charge
12/6/23	Crash Report H2311396 /Not Ready	8:32 AM	8:35 AM	0.05	Paid
12/6/23	Crash Report JJimborsky Gainesville Ins / Wrong Jurisdiction	9:00 AM	9:20 AM	0.33	No Charge
12/6/23	Crash Report H2311396 /Not Ready	10:45 AM	11:03 AM	0.30	Paid
12/6/23	Crash Report H2311203	11:10 AM	11:14 AM	0.07	No Charge
12/6/23	Civilian ORR H2311384	12:05 PM	12:10 PM	0.08	No Charge
12/6/23	Civilian ORR H2311384	12:23 PM	12:59 PM	0.60	No Charge
12/6/23	Civilian ORR No Record /Tasha Davis 3/25/2023	12:11 PM	12:23 PM	0.20	No Charge
12/6/23	US DISTRICT COURT Tanya Atkins/ Fillingim, Simone	2:00 PM	2:43 PM	0.72	No Charge
12/7/23	District Court Zamacona Testimony/Subpoena	8:00 AM	10:00 AM	2.00	No Charge
12/7/23	Phenik Law Firm / Crash Report H2311012	10:30 AM	10:56 AM	0.43	No Charge
12/7/23	Ellis Co. Community Supervision Kinabrew,J	11:10 AM	11:19 AM	0.15	No Charge
12/7/23	Civilian ORR H2311338	12:30 PM	1:00 PM	0.50	No Charge
12/7/23	Civilian ORR H2310867	12:26 PM	1:35 PM	1.15	No Charge
12/7/23	H2203216 Questions	4:00 PM	4:15 PM	0.25	No Charge
12/7/23	Carson 903-445-8659 Left msg	1:10 PM	1:12 PM	0.03	No Charge

DATE(S)	Record Requestor	TIME IN	TIME OUT	HOURS	Charges
12/7/23	Dallas County DA Isabell cases 911 calls	2:00 PM	7:00 PM	5.00	No charge
12/8/23	Dallas County DA Isabell cases 911 calls	8:00 AM	11:00 AM	3.00	No Charge
12/8/23	Jason Griggs Allstate H2311331	8:30 AM	8:45 AM	0.25	No Charge
12/8/23	Rogers Law Firm/Chase Allen May	8:50 AM	9:00 AM	0.17	pending
12/8/23	Charlo Law Firm Skyler Loveall/maggie Alkofer	11:00 AM	2:30 PM	3.50	Subpoena
12/11/23	Roketha Isabell Questions	10:10 AM	10:20 AM	0.17	No Charge
12/11/23	Rogers Law Firm/Chase Allen May	12:30 PM	1:20 PM	0.83	Pending
12/11/23	DFPS Hayes, William cases	1:21 PM	2:04 PM	0.72	No Charge
12/11/23	Rogers Law Firm/Chase Allen May	2:04 PM	2:35 PM	0.52	Pending
12/11/23	DFPS Thompson Harper 703 N Mill st	3:15 PM	4:30 PM	1.25	No Charge
12/11/23	DFPS Shameka Pitts - Craine 703 N mills Thompson	3:15 PM	4:32 PM	1.28	No Charge
12/11/23	Justin shields FSK Food Mart	3:21 PM	4:26 PM	1.08	No Charge
12/12/23	Arlington PD W#2110058CR /Called RCSO	10:30 AM	10:56 AM	0.43	No Charge
12/12/23	Inesia Isabell question of open cases	11:00 AM	11:30 AM	0.50	No Charge
12/12/23	Vinash Patel Law Firm NO RECORD	11:23 AM	12:05 PM	0.70	No Charge
12/12/23	Civilian ORR / Kevin Rodriguez	10:30 AM	1:40 PM	3.17	No Charge
12/12/23	Sadler and Sadler / Linda Lary	1:57 PM	2:46 PM	0.82	No charge
12/12/23	Crash Report / Candy wrong Jurisdiction	4:20 PM	4:35 PM	0.25	No Charge
12/12/23	RC Community Supervision H2310134	4:45 PM	5:00 PM	0.25	No Charge
12/13/23	RC Community Supervision H2310134	10:50 AM	11:01 AM	0.18	No Charge
12/13/23	Lexis Nexis Frontier Request 10-3 to 10-20-23	7:18 AM	8:30 AM	1.20	Paid
12/13/23	Monsour Law / H2309026 CR-3	9:40 AM	9:50 AM	0.17	No Charge
12/13/23	DA Denton County /202109096 & 202109189	9:45 AM	10:20 AM	0.58	No Charge
12/13/23	Lexis Nexis Frontier Request 10-3 to 10-20-23	12:00 PM	2:48 PM	2.80	No Charge
12/13/23	Parker Firm PC OAG Ruling request	1:00 PM	1:51 PM	0.85	No Charge
12/13/23	Civilian ORR / H2311342	3:00 PM	3:10 PM	0.17	No Charge

DATE(S)	Record Requestor	TIME IN	TIME OUT	HOURS	Charges
12/13/23	McKay Law Firm -Jacob Out of Jurisdiction	3:10 PM	3:15 PM	0.08	No Charge
12/13/23	Parker Firm PC OAG Ruling request/ No. 6632	4:00 PM	5:00 PM	1.00	73.20
12/18/23	Crash Report H2309343	1:30 PM	1:41 PM	0.18	No Charge
12/18/23	Vinesh Patel Law Firm 201008242 Certified	8:50 AM	11:00 AM	2.17	No Charge
12/18/23	Lexis Nexis Active Case H2311331/ NO 6633	3:00 PM	3:12 PM	0.20	5.00
12/18/23	Crash Report H2311673 Not Ready	9:18 AM	9:45 AM	0.45	No Charge
12/18/23	Arlington PD W#2110058CR /Called RCSI/DA	10:30 AM	10:56 AM	0.43	No Charge
12/18/23	Crash Report H2309124	9:00 AM	4:04 PM	7.07	Complete
12/18/23	Crash Report H2311535	4:05 PM	4:16 PM	0.18	Complete
12/19/23	Henderson Housing Authority H2311770	8:26 AM	8:45 AM	0.32	No Charge
12/19/23	Arlington PD W#2110058CR /Called RCSI/DA	9:00 AM	9:49 AM	0.82	No Charge
12/19/23	Crash Report H2309124/ No 6634	1:50 PM	2:30 PM	0.67	6.00
12/19/23	Crash Report H2307227/ No 6635	2:30 PM	2:40 PM	0.17	6.00
12/19/23	Lexis Nexis Frontier Request 10-3 to 10-20-23	2:40 PM	9:18 AM	18.63	No Charge
12/19/23	Crash Report H2307227/ No 6636	3:00 PM	3:17 PM	0.28	6.00
12/19/23	Crash Report H2311673 Not Ready	3:18 PM	3:20 PM	0.03	No Charge
12/19/23	FBI No Record	12:59 PM	1:45 PM	0.77	No Charge
12/19/23	Lexis Nexis Frontier Request 10-3 to 10-20-23	2:40 PM	4:45 PM	2.08	No Charge
12/20/23	Sadler and Sadler /OAG Ruling review	8:50 AM	9:10 AM	0.33	No Charge
12/20/23	Lexis Nexis Frontier Request 10-3 to 10-20-23 NO 6637	10:18 AM	11:18 AM	1.00	5.00
12/20/23	Monsour Law / H2310980 /BWC Dash Cam	11:30 AM	1:30 PM	2.00	No Charge
12/20/23	Monsour Law / H2310980 /BWC Dash Cam	2:30 PM	4:30 PM	2.00	No Charge
12/21/23	Monsour Law / H2310980 /BWC Dash Cam	7:45 AM	9:00 AM	1.25	No Charge
12/21/23	Crash Report H2311169/Not Ready	9:18 AM	9:21 AM	0.05	No Charge
12/21/23	Monsour Law / H2303343 Old Request May 2023	10:00 AM	2:30 PM	4.50	Paid
12/21/23	Monsour Law / H2310980 /BWC Dash Cam	2:25 PM	4:30 PM	2.08	No Charge

DATE(S)	Record Requestor	TIME IN	TIME OUT	HOURS	Charges
12/27/23	Crash Report H231169	9:00 AM	9:12 AM	0.20	No Charge
12/27/23	US District Court Lorene Dudley No Record	9:30 AM	9:50 AM	0.33	No Charge
12/27/23	Crash Report H2311639 / Not Ready	9:59 AM	10:10 AM	0.18	No Charge
12/27/23	Crash Report H2311260 / No report/ Advice Given	10:11 AM	10:29 AM	0.30	No Charge
12/27/23	Crash Report H2311673	11:00 AM	11:11 AM	0.18	No Charge
12/27/23	Monsour Law / H2310980 /BWC Dash Cam	11:46 AM	1:00 PM	1.23	No Charge
12/27/23	H2311950 ORR	12:00 PM	12:27 PM	0.45	No Charge
12/27/23	Monsour Law / H2310980 /BWC Dash Cam	1:40 PM	3:31 PM	1.85	No Charge
12/27/23	Crash Report H2311997/ Receipt No. 6638	2:05 PM	2:16 PM	0.18	5.00
12/27/23	Crash Report H2311673	1:40 PM	2:40 PM	1.00	No Charge
12/27/23	Monsour Law /H2309026 Sept 25, 2023	7:05 PM	9:01 PM	1.93	Paid

INFORMATION PROVIDED BY STACEY STRONG - RECORDS ADMINISTRATOR

REV2023/SS

Henderson Police Department

END OF YEAR REPORT

Employee name Stacey Strong

Department Records

Manager Charles Helton

Report start date Sept 19, 2023

Report end date Dec 31, 2023

Requester	Received	Status
OAG Rulings	2	Completed
US Government	10	Completed
State Government	14	Completed
Local Government	14	Completed
Civilian	44	Completed
Attorney	23	Completed
Crash Reports	106	Completed
Subpoena	2	Completed
Total of All Requests	215	Completed
Revenue Collected	\$850.80	

Goals	Due date	Progress
Redaction Software	March 2024	In Progress
Records Room Organized	July 2024	In Progress
Monthly Retention Schedule	December 2024	In Progress
Destruction Record Yearly	December 2024	In Progress

Memo



To: Jay Abercrombie, City Manager

From: Chad Taylor, Chief of Police

cc: Cheryl Jimerson, City Secretary

Date: January 8, 2024

Re: Henderson Police Department Monthly Report



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

The Henderson Police Department had an eventful month for December. We had several interactions with the community this month that everyone enjoyed especially with it being centered around Christmas. We were involved in several Holiday festivities and celebrations where we were able to interact with our citizens. We had Ribbon Cuttings and Mid-Morning Coffee for businesses. The Police Department also swore in another employee who graduated from the Academy.

December 1, 2023 – Chief Taylor, Lt. Sullivan and Lt. Bathke at our Employee Appreciation Dinner.



December 6, 2023 – Sergeant Charles Helton at the Ribbon Cutting for Henderson RV park.



December 6, 2023 – Officers at the Henderson Christmas Parade



December 7, 2023 – Cadet Levi Morrill graduating from the Longview Police Academy with Chief Taylor.



December 8, 2023 – Brookdale bringing the employees at the PD Christmas Stockings.



December 13, 2023 – Det. Pamela Randolph participating in the Gingerbread House event at Brookdale Assisted Living (1st Place recipient).



December 14, 2023 – Officers at Midmorning Coffee hosted by PB&J Services.



December 18, 2023 –New Officer Levi Morrill being Sworn In.



December 19, 2023 – Officers participating in the Wylie Christmas Parade.



December 20, 2023 – Detective Pamela Randolph in the Best 40 under 40 competition representing East Texas.

LAW ENFORCEMENT & MILITARY
Top 3 Nominees



Bianca Smedley Blake Dickerson Pamela Randolph

ETX VIEW
YOUR VIEW OF EAST TEXAS

<

	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April
		2022															
CALLS FOR SERVICE	802	738	671	753	878	1176	1160	1139	988	1001	1037	1030	975	991	970	1092	1047
OFFICER INITIATED CFS	86	66	53	105	209	486	484	414	388	289	362	295	321	299	371	364	331
DISPATCHED CFS	716	672	618	648	669	690	676	725	600	712	675	735	654	692	599	728	716
TRAFFIC CITATIONS	71	87	59	124	90	59	53	58	71	51	58	48	25	42	53	94	29
WRITTEN WARNINGS	327	338	275	490	425	286	274	182	234	168	240	152	185	187	231	241	134
ARREST	59	42	47	62	33	23	31	35	21	31	38	35	25	30	31	31	28
ACCIDENTS	22	23	14	24	17	21	28	29	21	37	19	44	35	50	35	39	41
DWI ARREST	0	1	3	1	1	4	3	0	2	1	2	3	2	3	1	1	1
(included above)																	
INCIDENT REPORTS																	
SENT TO CID	290	265	256	258	191	226	230	181	204	231	229	249	212	247	179	240	204
ASSIGNED	216	240	228	201	191	226	230	181	204	231	229	249	212	247	179	240	204
SUSPENDED	98	143	118	105	70	75	86	98	78	53	126	90	71	86	59	120	141
CLEARED	96	63	85	95	112	95	109	56	145	135	121	112	80	84	55	111	102
BURGLARY	15	10	12	4	1	5	5	2	19	15	7	14	17	14	3	7	10
ROBBERY	1	2	1	0	1	1	4	0	0	0	0	1	3	0	0	2	1
ASSAULT	40	27	26	23	12	10	31	22	19	32	28	27	31	26	15	41	29
POCS / POM*	12	5	9	6	2	3	3	4	2	0	3	0	1	2	3	2	2
SEXUAL ASSAULT	1	1	2	1	2	1	1	0	0	0	4	0	0	0	2	0	3

* Includes marijuana, cocaine, etc.

May	June	July	Aug		Oct	Nov	Dec
1077	1102	1133	1150	1180	1057	1019	1218
304	362	424	432	514	460	454	591
773	740	709	718	666	597	565	627
74	64	73	117	96	133	152	104
185	170	225	224	285	178	182	324
27	38	23	37	38	31	22	42
39	46	37	28	30	35	21	35
0	1	2	1	2	0	2	5
233	280	212	206	191	202	148	197
233	280	212	206	191	202	148	197
59	141	117	174	110	72	90	91
89	70	127	107	105	95	77	103
23	15	13	6	13	12	10	6
1	0	1	2	1	2	2	0
32	28	21	31	27	26	18	26
1	2	1	6	8	4	5	2
2	3	1	1	1	0	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
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City of Henderson
Animal Center
And Protection

Memo

To: Jay Abercrombie, City Manager

From: Charissa Pool, Animal Center and Animal Protection Director

cc: Cheryl Jimerson, City Secretary

Date: January 16, 2024

Re: Henderson Animal Center and Protection Monthly Report

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



Henderson Animal Center and Protection

December 2023



'Tis the season for adoptions and furry companionship as we tried to find all of our animals homes in time for the holidays!

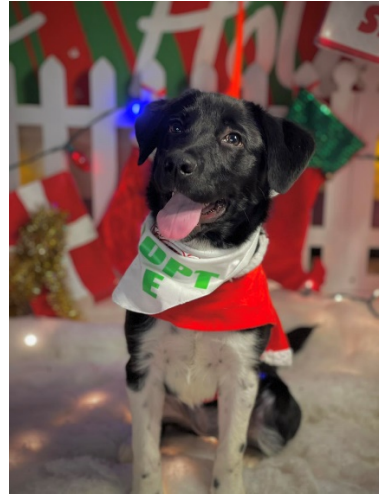
Lots of time went into taking festive photos of the dogs to increase their adoptability!













We received lots of great items for the animals this holiday season!



We rang the Salvation Army bell at Walmart:



We challenged the public to donate to the animals for Taylor Swift's birthday!

#TAYLORSWIFTCHALLENGE



Taylor is a huge supporter of animal shelters. On her birthday--Dec. 13-- what if everyone donates \$13 to their local animal shelter in Taylor's name?

DONATE \$13 ON DEC. 13

This can make a huge difference for shelters like us, who have had a particularly hard year.

Monetary donations continue to help the animals with medical needs that come through our doors!



There have been an increase in dumped animals, including at our doors.
These are just a few:





We are chipping away at feral cat colony populations by setting traps:



Our officers have stayed busy responding to stray dog calls:



Here are a few happy outcomes for the month!









Henderson Animal Center and Protection

Monthly Report

Month of: December

Year: 2023

Inside City Limits

Number of Dogs:	16	Year to Date:	27
Number of Cats:	10	Year to Date:	30
Number of Others:	0	Year to Date:	0
TOTAL Number of Animals:	26	Year to Date:	57

ACOPU

Number of Dogs:	15	Year to Date:	34
Number of Cats:	5	Year to Date:	23
Number of Others:	1	Year to Date:	7
TOTAL Number of Animals:	21	Year to Date:	64

Outside City Limits

Number of Dogs:	8	Year to Date:	18
Number of Cats:	1	Year to Date:	8
Number of Others:	0	Year to Date:	2
TOTAL Number of Animals:	9	Year to Date:	28

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
TOTAL Number of Animals:	0	Year to Date:	0

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
TOTAL Number of Animals:	0	Year to Date:	0

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
TOTAL Number of Animals:	0	Year to Date:	0

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
TOTAL Number of Animals:	0	Year to Date:	0

TOTAL of Animals Received

Number of Dogs:	39	Year to Date:	79
Number of Cats:	16	Year to Date:	61
Number of Others:	1	Year to Date:	9
TOTAL this Month:	56	Year to Date:	149

Animals Reclaimed

Number of Dogs:	5	Year to Date:	12
Number of Cats:	1	Year to Date:	2
Number of Others:	0	Year to Date:	0
TOTAL this Month:	6	Year to Date:	14

Animals Adopted

Number of Dogs:	26	Year to Date:	57
Number of Cats:	22	Year to Date:	78
Number of Others:	0	Year to Date:	2
TOTAL this Month:	48	Year to Date:	137

<i>Monthly Adoption Breakdown:</i>	<i>Dogs Adopted:</i>	13	<i>Dogs Rescued:</i>	13
	<i>Cats Adopted:</i>	8	<i>Cats Rescued:</i>	14
	<i>Others Adopted:</i>	0	<i>Others Rescued:</i>	0

Animals Euthanized

Number of Dogs:	1	Year to Date:	7
Number of Cats:	0	Year to Date:	0
Number of Others:	0	Year to Date:	0
TOTAL this Month:	1	Year to Date:	7

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

<u>Animals Held for Rabies Quarantine:</u>	6	Year to Date:	11
<u>Animals Tested for Rabies:</u>	0	Year to Date:	3
<u>Animal Complaints Received:</u>	534+	Year to Date:	1,711+
<u>Deceased on Arrival (disposal):</u>	1	Year to Date:	11
<u>Died in Care:</u>	0	Year to Date:	2

Animal Protection Activity

Warnings Issued:	9	Year to Date:	34
Citations:	0	Year to Date:	10
Calls for Service during hours:	40	Year to Date:	150
Calls for Service after hours:	2	Year to Date:	6
Seizures:	0	Year to Date:	0
Wildlife Euthanasia (sick or injured):	0	Year to Date:	1
Wildlife Release:	1	Year to Date:	3
Traps Set:	3	Year to Date:	30

CITY WAITING LIST:

TOTAL ADDED this Month:	6	Total to Date:	430
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COUNTY WAITING LIST:

TOTAL ADDED this Month:	62	Total to Date:	3,267
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TOTAL ANIMALS ADDED TO WAITING LIST:

TOTAL ADDED this Month:	68	Total added to list to Date:	3,697
Found rescues for this Month:	5		



Community Development Department

300 West Main Street

Henderson, Tx 75652

Phone: 903-392-0786

Monthly Report

To: Mayor and City Council Members

From: Cliff McElfresh/Billy Hughes

RE: Summary for the Month of December 2023

MONTHLY TOTALS BUILDING CONSTRUCTION VALUE: December, 2023 \$1,460,609.00

MONTHLY TOTALS BUILDING CONSTRUCTION VALUE: December, 2022 \$837,945.00

ANNUAL TOTAL BUILDING CONSTRUCTION VALUE: TO DATE 2023 \$31,843,347.40

ANNUAL TOTAL BUILDING CONSTRUCTION VALUE: Thru December, 2022 \$7,257,299.49

BUILDING INSPECTORS REPORT

CODE ENFORCEMENT REPORT

Building Inspections	11	Food Establishment Inspections	9
Electrical Inspections	23	Food Truck/Trailer Permits	1
Plumbing Inspections	24	High Grass & Weeds	1
Mechanical Inspections	7	Junk Vehicles	1
Stop Work Orders	0	Illegal Signs	0
Other-Driveway, slab, etc.	6	Sub-Standard Structure Inspections/Notifications	0
Residential Plan Review	1	Illegal Dumping /Road debris/Illegal storage	0
Commercial Plan Review	3	Restaurant Grease Trap Inspection	0
Sign Permits Review	4	Abatements	0
Certificate of Occupancy	10	Other	0

Commercial Building Permits Issued	2
Residential Building Permits Issued	5
Residential Demo Permits Issued	0
Residential Roof Permits Issued	4
Commercial Roof Permits issued	3
Residential Fence Permit Issued	1

Planning & Zoning: The Planning & Zoning Commission met on December 12, 2023 to consider an application to re-zone a property from R3 to M2. The property is located on North Evenside. The board voted to make a recommendation to council to consider and approve this request to re-zone this parcel.

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

Items of interest: Two new businesses opened their doors in the month of December, Cherokee Motors and Marine and AC Storage on Hwy 64. West Fraser is still working on the Wellons Dry Kiln at this time.

Submitted by: Cliff McElfresh, Community Development Mgr.

Date: 1/3/2024

Billy Hughes, Planning and Zoning Administrator



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

December 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 4th 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:

December 1st – 9th, 2023

- Street & Utility crews – Utility locates for fiber optic installation throughout town, remodel lady's restroom at City Hall, asphalt repairs on McMurray St and Jalapeno Tree parking lot, repaired storm drain on Lone Oak, set up for Christmas Parade, concrete repair in Jalapeno Tree Parking Lot, 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, worked Christmas Parade, poured concrete slabs at Lakewood Cemetery for new trash cans.
- Buildings and Grounds Maintenance – Repaired electrical outlet at the Community Center, inspect and repair Downtown electrical in preparation for Christmas decorations, installed a toolbox on custodian truck, assist with Civic Center setups, wire, and program Heritage Square Christmas Tree Downtown, met with contractor about replacing a furnace at the Community Center.

December 10th –16th, 2023

- Street & Utility Crews – Utility locates for fiber optic installation throughout town, remodel lady's restroom at City Hall, organize and Sports Complex shop building for special events material storage, camera inspection of sewer line on West Elk, drainage work on Industrial @ Morris St, cleared west side of Lake Forest Park, asphalt repairs on Ruby @ Rogers, Yates parking lot, and High St.
- Parks and Recreation - Mow parks, cemeteries, and city-owned properties, spray selective and non-selective herbicide, update/convert cemetery records to GIS, poured concrete slabs for new trash cans.
- Buildings and Ground Maintenance – Picked up lights and lenses for Fire Station #1 remodel, met with City of Longview about GIS/Cityworks, installed new controller on Heritage Square Clock, cleared washing machine drain line at Fire Station #1, fixed running toilet at Fire Station #1, installed signs socket on S. Marshall @ Ragley, assist with Civic Center setups.

December 17th – 23rd, 2023

- Street & Utility Crews – Utility locates for fiber optic installation throughout town, remodel lady's restroom at City Hall, patched potholes throughout town, cleared west side of Lake Forest Park, asphalt repairs on Shawnee, Cleaver, and S. High, graded drainage ditch on Mockingbird, poured concrete around stop sign on Marshall @ Ragley.
- 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, cleaned equipment to be in Wylie School Christmas Parade, striped the parking lot at the Civic Center.
- Buildings and Grounds Maintenance – Repaired Christmas Tree programming and wiring, assist with Civic Center setups, installed new signs on Alabama @ Cherokee Trl, S. Marshall @ Ragley, and N. High @ Van Sickle, repaired Heritage Square Clock.

December 24th – 31st, 2023

- Street & Utility Crews – Utility locates for fiber optic installation throughout town, remodel lady's restroom at City Hall, cleared property on the West side of Lake Forest Park for park expansion, patched potholes throughout town, assisted utility crews with a water leak on Jacksonville Dr.
- 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, striped Yates Park Parking Lot, poured slabs for new trash cans at Lakewood Cemetery.
- Buildings and Grounds Maintenance – Repaired air conditioner at the Animal Center, replaced an electrical receptacle at the Activity Center, upgraded Sports Complex shop building with new LED fixtures, repaired broken toilet at the Police Department, turned off school zone lights for Christmas break, serviced Activity Center air conditioners, winterized park water fountains and splash pads.

Dec 2023 WATER PRODUCTION/ WASTEWATER TREATMENT



WELLS	53.349 MG
SURFACEWATER	9.370 MG
COMPLAINTS	1 complaints due to Meter being changed
FIRE HYDRANTS FLUSHED	3
GALLONS FLUSHED	0.126 MG



NORTHSIDE WASTEWATER TREATED	5.153 MG
SLUDGE	0 cubic yards
SOUTHSIDE WASTEWATER TREATED	33.201 MG
SLUDGE REMOVED	500 cubic yards
MONTHLY RAIN FALL	1.0 inches

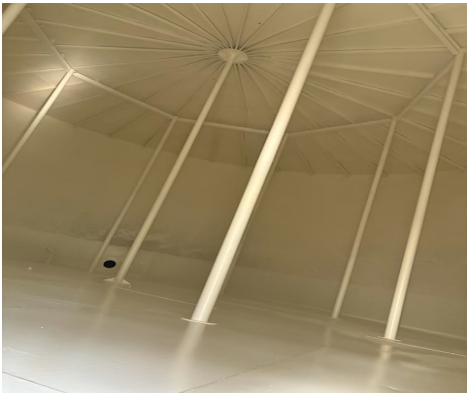


Utility Pprojects

1. Surfacewater Treatment Plant Clarifier Painting \$73,500.00..Work is complete it will be back in operation January 14
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. Water main repair complete
4. Ragley 1,500,000 gallon Ground Storage Tank Rehab/Painting (Contract with Maguire Iron) Work is completed and the Ground Storage Tank is back in operation
5. Northside Wastewater Treatment Plant Trunk Main repairs. Work completed
6. Gary Street Water Tower rehab started January the 8th 2024 (Maguire Iron Contract)



Ragley 1,500,000 Million Gallon Tank



Inside Ragley Water Tank



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: January 11, 2024

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

Water/Sewer/Garbage Billing Recap Month Ending 11/30/2023

Type of service	Amount Billed	Consumption Billed	Count	
Garbage	\$ 171,998.40	-	5,417	-
Sales tax on garbage	\$ 12,868.46	-		-
Sewer Charges	\$ 224,286.31	41,977,720	4,439	-
Water Charges	\$ 293,352.10	68,143,120	4,779	
Sprinkler	\$ 16,321.68	3,156,400	364	-
Penalty	\$ 11,215.68	-	919	
Water Taps	-	-	-	-
Sewer Taps	-	-	-	-
Service Chg/Back Flow	\$ 2,177.00	-	5	
Total Billing	\$ 732,219.01	113,277,240	15,923	

**INVESTMENT SUMMARY REPORT
OCTOBER 1, 2023-NOVEMBER 30, 2023**

FUND	AMOUNT			INT		
	INVESTED	Oct	Nov	TOTAL	RECEIVED	Y-T-D
	OCT 1,2023	Change	Change	INVESTED	IN NOV	INTEREST
GENERAL FUND	752,144	-457,808.00	12,844.00	307,180	4,755	12,328
GF-RESTRICTED	66,498	0.00	0.00	66,498		
GF-MIN. RESERVE	1,200,000	0.00	0.00	1,200,000		
GF-MISC A/R	210,000	0.00	0.00	210,000		
GENERAL -DEBT	401,293	4,296.00	-141,439.00	264,150	996	2,033
GENERAL CONSTR.	81,846	-13,207.00	25,186.00	93,825	119	222
EQUIPMENT REPL	521,017	1,029.00	-267,290.00	254,756	950	1,979
STREET & DRAINAGE	6,442	2,060,915.00	-8,248.00	2,059,109	8,814	14,657
CEMETERY FUND	71,017	436.00	235.00	71,688	46	94
ANIMAL SHELTER	45,555	114.00	486.00	46,155	19	38
W/S FUND	139,143	-62,397.00	105,742.00	182,488	2,613	5,361
W/S MIN.RESERVE	800,000	0.00	0.00	800,000		
W/S- DEBT SERVICE	21,774	12.00	12.00	21,798		
W/S-RESTRICTED	106,592	0.00	0.00	106,592		
W/S CONSTR.	78,737	-33,058.00	32.00	45,711	32	77
MAIN STREET	12,966	-1,255.00	-308.00	11,403	4	9
TOURISM	229,928	896.00	-12,126.00	218,698	94	189
CIVIC CENTER	83	0.00	0.00	83	1	1
INSURANCE RESERVE	11,471	4.00	4.00	11,479	4	8
2018 BOND SERIES	832,011	2,423.00	-118,628.00	715,806	2,361	4,784
TOTALS	5,588,517	1,502,400.00	-403,498.00	6,687,419.00	20,811	41,780

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, Jay Abercrombie

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

DATE RECEIVED	TAX FOR MONTH	HOTEL NAME	TAXABLE MONTHLY RECEIPTS	7% TAX	1% RETAINER	AMOUNT PAID
12/5/2023	Nov	Baymont Inn	78,444.25	5,491.10	54.91	5,436.19
12/2/2023	Nov	Budget Inn (Sawan LLC)	16,024.47	1,121.71	11.22	1,110.49
12/27/2023	Nov	Economy Inn	2,601.82	182.13	-	182.13
12/3/2023	Nov	Holiday inn Express(Jayani Investments)	128,567.00	8,999.69	90.00	8,909.69
12/3/2023	Nov	Woodlawn Hills (Patel & Sons LTD)	16,710.00	1,169.70	11.70	1,158.00
12/11/2023	Nov	Motel 6	62,806.56	4,396.46	43.96	4,352.50
		Totals	305,154.10	21,360.79	211.79	21,149.00



Monthly Report

To: Mayor and City Council Members

From: Cheryl Jimerson, City Secretary

Date: January 16, 2024

Re: December 2023 Monthly Report

City Hall

- City Secretary
 - Took 38 hours vacation and 2 hours sick time, 2 holidays.
 - Attended City Secretary quarterly meeting in Canton.
 - 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 November 20).
 - HEDCO annexation application for the East Texas Business Park process will start as soon as the Bradshaw State Jail has been annexed.
 - Haley Hunter in contact to annex in a property between HWY 64 and CenterPoint on the loop.

- 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 3rd 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)

901,233

New Followers

234

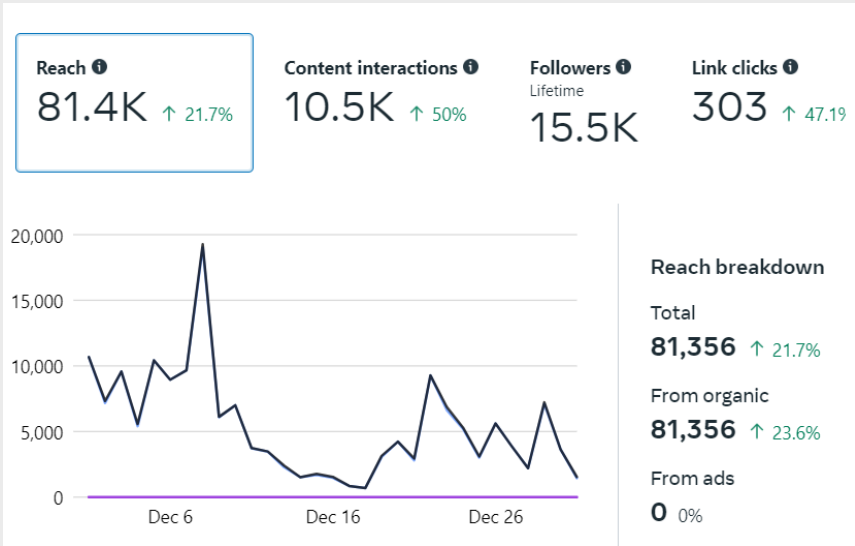
Reactions

15,012

Shares

6,746

Organic Page Visits



Current Followers



120



189

Accounts Reached



60

Views



34

Highest performing
Content December 2023

Impressions

7,015

Reactions

154

Shares

83



Henderson TX Animal Center

December 10, 2023 · 🌐

These two were found in the Big Oak addition. If you are missing your pets, contact the center at 903-657-7651. 🐾



Henderson TX Animal Center

Animal Shelter

Send message

👍❤️🔥 67

4 comments 83 shares

👍 Like

💬 Comment

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HEDCO SALES TAX RECEIPTS HISTORY

Sales Month	Check 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 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 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 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	172,110
SEPTEMBER	NOVEMBER	132,067	124,141	138,028	\$ 142,246	141,434	177,944	208,295	210,169
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	382,279
Average Monthly Sales Tax:		109,594	117,501	121,330	\$ 127,910	136,026	162,885	189,579	191,140
Annual % Change Over the Previous Year		-0.09	7.21%	3.26%	5.42%	6.35%	19.75%	16.39%	-83.20%

CIVIC CENTER/PAVILION MONTHLY REPORT

DECEMBER

2023

CIVIC CENTER

Rental

Entire Hall	6	City EAB, Ramirez Wedding, Church on Purpose, Brooks Wedding, HISD Band Banquet, Manning 75th Party
1/3 Hall	3	Provalus Christmas Party, DeeLee Smith, McDaniels Party
2/3 Hall	6	New Life (x5), Production Serv Christmas Party, Provalus (x15), Ramirez Wedding, Brooks Wedding, S Kierce, Rent Buy Christmas Party, R martin, C Gossett
Reception Room	21	
Board Room	10	New Life (x5), Body Shop Wellness (x2), Ramirez Wedding, Brooks Wedding, Syrup Festival Post-mortem
TOTAL	46	

FUN FACT: 42 out of 52 Saturdays are already booked for 2024

PAVILIONS

Rental

Yates Park	0	
Fair Park	0	
Lake Forest-Lion	0	
Lake Forest-Mann	0	
Lake Forest-Azalea	0	
Lake Forest-Gazebo	0	
Lake Forest-Plaza	1	Brooks Wedding
TOTAL	1	





MONTHLY REPORT

December 2023

The holiday season is always a race to get everything done before the end of the year, and 2023 was no exception.

CHRISTMAS PARADE

The annual Downtown Christmas Parade was originally scheduled for Thursday, Nov. 30 but, due to the weather forecast, had to be postponed until Dec. 5. We had more than 80 entries this year and all reports seem to indicate it was a well-received event. Next year, we will schedule the tree lighting for 5:45 p.m. and the parade at 6 p.m. to ensure a timely start.

MAIN STREET AND PRESERVATION

The Main Street and Preservation boards met December 12 at the civic center. Brooke Dover's board application was reviewed and approved for submission to Council for approval. Committees continue to meet and planning is underway for the annual Mardi Gras celebration. We have been working on the quarterly and annual reports for Main Street.

MONTHLY OVERVIEW

Dec. 1 – City employee appreciation party

Dec. 5 – Christmas parade

Dec. 7 – Laneville pre-K students spent the morning with Santa in his village on the Square

Dec. 7 – Heritage Syrup Festival post-mortem meeting with city staff and vendors

Dec. 8 – Zoom demonstration of Placer.ai geofencing. *Data indicates approximately 30,000 people attended the Syrup Festival this year.*

Dec. 12 – Main Street/Preservation board meetings

Dec. 19 – Volunteered for First Responders Luncheon at the Jimerson's home.

Dec. 22-Dec. 25 – Office closed





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City of Henderson

Monthly Report

To: Mayor and City Council Members

From: Cristina Soriano, Juvenile Case Manager

Date: January 8, 2024

Re: December 2023 Monthly Report

MUNICIPAL COURT

Fines collected for 2022-2023 year – \$206,229.60 from 8010 transactions

Fines collected for 2021-2022 year- 232,468.44 from 8411 transactions

Fines Collected December 2023 - \$13,647.30 from 532 transactions

Fines Collected December 2022 – \$13,019.20 from 479 transactions

Virtual open Court Cases Scheduled 32 Appeared 12 by virtual and including walk-ins

December 12, 2023

The Planning and Zoning Board met on the above date at 9:00 a.m. Members present: Chairman Johnny Walker, Gary Wilson, William Garmon, Chad Boatwright, and Scott Droddy.

Marlen Villanueva acted as secretary for the board.

Chairman Walker opened the meeting with a prayer.

Chairman Walker called the meeting to order at 9:00 a.m.

No citizens comment.

Agenda 3

Chairman Walker asked for a motion regarding the minutes from the meeting held on November 14, 2023. William Garmon made a motion with corrections to approve the minutes. The motion was duly seconded by Scott Droddy and with a unanimous vote of the Board, the minutes were approved.

Agenda 4

Chairman Walker opened a public hearing to consider an application to amend the zoning of a property located on North Evenside and Whippoorwill from High Density Single Family Residential (R3) zone to Medium Density Multi-Family Residential (M2) zoned district.

Chairman Walker asked if there were any questions or comments from the Board or citizens. There were none.

Chairman Walker closed the public hearing.

Gary Wilson made a motion to recommend the property to be changed to Medium Density Multiple-Family Residential (M2) zone; duly seconded by William Garmon. The vote was unanimous.

9:06 a.m.

Chairman Johnny Walker

MINUTES
HENDERSON MAIN STREET ADVISORY BOARD
Tuesday, December 12, 2023 at 12:30 pm
Henderson Civic Center
1500 Lake Forest Parkway
Henderson, Texas 75652

Committee Members Present:

Leon Harris, President
Misty Evans
Michael Loosier

Kelly Bumgardner, Vice President
Bonnie Geddie

Committee Members Absent:

Brant Bane

Ex-Officio Members Present:

Alexa Duke, Main Street Coordinator Stephanie Kimbrell, Civic Center Manager

Others in Attendance:

None

Ex-Officio Members Absent:

Jay Abercrombie, City Manager
John Fullen, City Mayor
Billy Hughes, Planning and Zoning Coordinator
Downtown Representative

Cheryl Jimerson, City Secretary
Kirk Kimbrell, Public Services Director
Cliff McElfresh, Community Development

1. Called to order by Leon Harris
2. Citizen presentation – none
3. Board Application from Brooke Dover was reviewed and, upon a motion from Bonnie Geddie and second from Kelly Bumgardner, was unanimously approved for presentation to Council.
4. Committee Reports:
 - a. Organization – No report
 - b. Economic Revitalization -- Better Half Antiques has moved forward with awning replacement and removal of broken wood on the facade. The committee will present paint options to Rusty Phenix for his extension office and will provide him with façade and sign grant applications to be completed.
 - c. Promotion & Design – Committee has added moving forward with the mural project to their goals list and will look into additional Christmas lighting and decoration elements over Alley on Main and Heritage Square.
5. Upon a motion from Bonnie Geddie, seconded by Kelly Bumgardner, and unanimously approved, the meeting was adjourned.

Submitted by: Alexa Duke, Main Street Coordinator

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Henderson Civic Center
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Submitted by: Alexa Duke, Main Street Coordinator