



THE CITY COUNCIL OF THE CITY OF HENDERSON, TEXAS, WILL MEET ON TUESDAY, THE 15TH DAY OF OCTOBER 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 and possible action upon the minutes of the September 10, 2024, Council meeting.
2. Consideration and possible action for street closure for the annual Safety Fun Night. (Ybarra)
3. Consideration and possible action upon street closures for the annual Syrup Festival Event. (Ybarra, Taylor)
4. Consideration and possible action upon HEDCO financials for the month of August 2024. (Gardella)

COUNCIL BUSINESS – REGULAR SESSION

5. Consideration and possible action upon awarding the City of Henderson's Street Contract #24. (Holland/Brown)
6. Consideration and possible action regarding the advertising of Requests for Proposals for grant administration services for the City's 2025-2026 TxCDBG grant from the Texas Department of Agriculture. (Abercrombie)
7. Consideration and possible action regarding the advertising of Request for Proposals for engineering services for the City's 2025-2026 TxCDBG grant from the Texas Department of Agriculture. (Abercrombie)
8. Consideration and possible action upon a minor plat application subdividing one parcel into two submitted by Perry Tinbrink. This property is located on ST HWY 323 known as N. Van Buren, across from Lakewood Cemetery. (Jimerson)
9. Consideration and possible action upon adopting the annual Investment Policy for the City of Henderson. (Arnall)
10. Consideration and possible action upon a policy which prohibits the use of TikTok and certain other social media applications and services on governmental devices. (Abercrombie)
11. Consideration and Possible Action appointing Place 1 reappointment of Adam Duey, Place 2 reappointment of Micah Howard and Place 3 reappointment of Brian Ballard and appointment of one new member to HEDCO Board for Place 7 Richard Segura III.
12. Consideration and possible action upon designating an official newspaper for 2024-2025 fiscal year. (Jimerson)

DEPARTMENTAL REPORTS:

13. 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 August 2024.
 - L. Director of Operations Departmental Reports below.
 - Civic Center
 - Main Street/Tourism
 - Municipal Court

BOARDS AND COMMISSIONS

Board of Adjustments had no meeting in September.
Planning and Zoning had no meeting in September.
Cemetery Board Meeting Minutes
Main Street Meeting Minutes
Preservation Minutes

EXECUTIVE SESSION:

REGULAR SESSION:

ADJOURNMENT

14. 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__.

Cheryl Jimerson, City Secretary

MINUTES OF THE
HENDERSON CITY COUNCIL
Regular Scheduled Meeting

September 10, 2024

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 was present and turned the meeting over to Mayor Protem Henry Pace
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, Chief of Police Chad Taylor, Fire Chief Sonny Ybarra, Director of Public Services Kirk Kimbrell, Director of Infrastructure and Delivery David Hortman, Community Development Manager/Building Official Cliff McElfresh, Planning and Zoning Administrator/Building Official Dennis Williams, Finance Director Karen Arnall, Civic Center Manager Stephanie Kimbrell, Executive Leadership Assistant/HR Specialist Hillary Faulkner, Communications and Marketing Coordinator Phedra Johnson, and HEDCO Director John Clary.

INVOCATION AND PLEDGE OF ALLEGIANCE:

Council Member Reggie Weatherton gave the invocation, Council Member Stephen Strong led the pledges.

CITIZENS COMMENTS

Dr. Dirk with MDHP extended the free service for another month, asking citizens to use this free service during this trial period.

PRESENTATIONS/ANNOUNCEMENTS

1. Proclamation for National Night Out

Mayor Protem Pace read a synopsis of the National Night Out Proclamation.

2. Proclamation for Cancer Awareness Month

Mayor Protem Pace read a synopsis of the Cancer Awareness Month Proclamation.

3. Proclamation for Fire Prevention Week

Mayor Protem Pace read a synopsis of the Fire Prevention Week Proclamation.

4. Proclamation for Domestic Violence Awareness Month

Mayor Protem Pace read a synopsis of the Domestic Violence Awareness Month Proclamation.

CONSENT AGENDA

5. Consideration and possible action upon the HEDCO financials for the month of July 2024.

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

COUNCIL BUSINESS – REGULAR SESSION

6. Consideration and possible action upon the minutes of September 3 and September 10, 2024 meetings.
(Jimerson)

City Secretary Cheryl Jimerson asked Mayor Protem Pace to move item 5 to the Regular Session.

Council Member Stephen Strong made a motion to move item 5 to the Regular Session, duly seconded by Council

Member Reggie Weatherton. The vote was unanimous.

The City Secretary stated a correction was needed to the meeting dates for item 5. The minutes are from the August 20th and September 3rd 2024 meetings.

Council Member Stephen Strong made a motion to approve the minutes of the August 20th and September 3rd 2024 meetings, duly seconded by Council Member Reggie Weatherton.

7. Consideration and possible action upon Resolution 2024-09-01 amending the Master Fee Schedule on the Water and Sewer Rates. (Abercrombie)

Director of Infrastructure and Delivery David Hortman explained, Jay tasked him to analyze what it costs the city to treat a gallon of water and sewer. The best estimate David can get to (without a true water study being done) is a 10% increase of 5,000 to 8,000 gallons per user.

City Manager Jay Abercrombie wanted to give a little history of this. When he was first hired, there was a 10% increase on the water rate to go in place. The next year instead of the 10% increase, there was a usage tier system implemented. There have been 3 years gone by without any increase, even though the cost of everything has been going up. The plan is to put a committee in place to get started on a study. Then bring that information back to Council with actual numbers on what the cost is to treat and keep the infrastructure in place updated.

Council Member Stephen Strong made a motion to approve Resolution 2024-09-01 Water and Sewer Rate increase, duly seconded by Council Member Gina Juarez. The vote was unanimous.

8. Consideration and possible action upon the second reading of Ordinance 2024-09-01 on the proposed tax rate to be the same as the previous year of .541799 per \$100.00 valuation on each assessment to be based upon 100% of its appraised value. (Abercrombie/Arnall)

Council Member Gina Juarez made a motion approving the second reading of Ordinance 2024-09-01 adopting the same tax rate as last year at .541799, duly seconded by Council Member Melissa Morton. The vote was unanimous.

9. Consideration and possible action upon the second reading of Ordinance 2024-09-02 on the 2024-2025 proposed budget. (Abercrombie/Arnall)

Council Member Melissa Morton made a motion approving the second reading of Ordinance 2024-09-02 adopting the proposed 2024-2025 budget, duly seconded by Council Member Stephen Strong. The vote was unanimous.

10. Consideration and possible action upon a two-year extension of the depository contract with VeraBank. (Arnall)

Finance Director Karen Arnall stated, the City is currently under a 3-year contract with Verabank ending September 30, 2024, and has the option to extend the contract for 2 years. Under the current contract, the interest rate on checking accounts is tied to the Fed Funds Target Rate, which is equal to FFT minus 1.75%. The rate will adjust as the Fed increases or decreases their rate. The current rate on City checking accounts is 3.82%.

Council Member Reggie Weatherton made a motion to approve a two-year extension of the depository contract with Vera Bank, duly seconded by Council Member Melissa Morton. The vote was unanimous.

11. Consideration and possible action upon a vote on the official ballot for the election of the Region 15 director for the TML Board of Directors. (Mayor)

Council Member Reggie Weatherton made a motion to approve the selection of Jesse Casey, Mayor in the City of Hallsville to the Region 15 Board of Directors, duly seconded by Council Member Stephen Strong. The vote was unanimous.

12. Consideration and possible action upon the selection of the official ballot for the election of Places 11-14 of the Board of Trustees for the Texas Municipal League Intergovernment Risk Pool (TML-IRP). (Mayor)

Council Member Gina Juarez made a motion to approve the selection (listed below) to the Board of Trustees for TML-IRP, duly seconded by Council Member Melissa Morton. The vote was unanimous.

Place II - Randy Griswell, Place 12 - Allison Heyward, Place 13 - Harlan Jefferson, and Place 14 - Mike Land.

13. Consideration and possible action upon the 2024-2025 Holiday Schedule. (Jimerson)

The City Secretary Cheryl Jimerson stated there have been no changes to the 2024-2025 Holiday Calendar from the previous year.

Council Member Melissa Morton made a motion to approve the 2024-2025 holiday schedule, duly seconded by Council Member Gina Juarez. The vote was unanimous.

DEPARTMENTAL REPORTS:

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

A. City Manager

Jay Abercronbie reported to the council:

The 2024 Street Bid Opening will be September 12th.

The pump station is holding up and functioning well on the Sabine River Raw Water line.

Potential options on Lake Striker Water Rights.

The Hazard Mitigation Grant for a Generator to be located at the Municipal Services Complex is moving forward.

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 July 2024

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

15. Adjourn

Council Member Melissa Morton made a motion to adjourn at 6:30 p.m., duly seconded by Council Member Stephen Strong. The vote was unanimous.

ATTEST:

APPROVED:

Cheryl Jimerson, City Secretary

John Fullen, Mayor



City Council

Agenda Item # 2.

SUBJECT: Consideration and possible action for street closure for the annual Saftey Fun Night. (Ybarra)

MEETING DATE: October 15, 2024

DEPARTMENT: Fire Department

CONTACT: Sonny Ybarra, Fire Chief, Chad Taylor

RECOMMENDED CITY COUNCIL ACTION: Staff recommends Council support this event and approve this request as presented.

ITEM SUMMARY: This request addresses the yearly Public Safety Fun Night planned for October 31, 2024 and involves the closure of West Main Street in front of Central Fire Station from Sioux Street to Standish Street, S. Harriet Street next to Fire Station and Minden Steet behind the Fire Station and N. Harriet to Fordall between old city hall and new city hall. Most of the participants are families who park at the new and old City Hall Complex. These families are escorted across highly congested traffic on West Main by firefighters to get to Central Fire Station. Barricades will be placed at these locations.

BACKGROUND INFORMATION: This annual event has been held each October, and has grown in scope over the years. There are an estimated 1000-1200 children attending this event along with parents and other family members.

SPECIAL CONSIDERATIONS: The Fire Department, Police Department, and other Rusk County First Responders will be present at the event.

SUPPORTING MATERIALS: None



City Council

Agenda Item # 3.

SUBJECT: Consideration and possible action upon street closures for the annual Syrup Festival Event. (Ybarra, Taylor)

MEETING DATE: October 15, 2024

DEPARTMENT: Police Department

CONTACT: Chad Taylor, Sonny Ybarra, Fire Chief

RECOMMENDED CITY COUNCIL ACTION: Staff recommends Council support this event and approve the request from Tourism as presented.

ITEM SUMMARY: This request addresses the annual Henderson Syrup Festival event planned for November 9, 2024, and involves the closure of multiple streets for the duration of the event.

BACKGROUND INFORMATION: This annual event is held every 2nd Saturday each November, and has grown in scope over the years. It is, at this time, the largest single event held in Henderson, drawing nation-wide visitors to the city.

SPECIAL CONSIDERATIONS: The Police Department and Fire Department participate in the event from the initial planning stages through providing security and emergency response personnel during the festival.

SUPPORTING MATERIALS:

1. Council Syrup Festival Street Closure List 2024
2. Council Syrup Festival Street Closures Map 2024

2024 Syrup Festival Street Closures

South Main @ East Howard

Reed @ South Calhoun

East Ragley @ South Marshall

East Elk @ South Marshall

(2) East Minden @ South Marshall

East Main @ High

East Fordall @ S&N Cleaners

North Marshall @ East Fordall

East Charlevoix @ North Calhoun

East Van Sickle @ North Calhoun

North Calhoun @ East Depot

North Main @ East Depot

West Charlevoix @ North Jackson

(2) West Fordall @ North Van Buren

West Main @ Sioux

West Minden @ Sioux

West Elk @ Sioux

(2) South Van Buren @ West Ragley



Syrup Festival Street Closures

Legend



City Council

Agenda Item # 4.

SUBJECT: Consideration and possible action upon HEDCO financials for the month of August 2024. (Gardella)

MEETING DATE: October 15, 2024

DEPARTMENT: HEDCO

CONTACT: Bret Gardella

RECOMMENDED CITY COUNCIL ACTION: To approve HEDCO financials for the month of August 2024.

ITEM SUMMARY:

BACKGROUND INFORMATION:

SPECIAL CONSIDERATIONS:

SUPPORTING MATERIALS:

1. HEDCO FINANCIALS 2023-2024 (Updated Thru (2024-08-31))

HEDCO - APPROVED BUDGET 2023-2024

	A	B	C	D	E	F	G	H	I	J	K
1	Last Edit Date:		September 12, 2024	TYPE A and B EDC		All expenditures expected to come from Type A bank account.					
2	Budget approved:		HEDCO - August 22, 2023			08/31/2024 Type A Checking Acct. # 4911857 Balance		\$	718,223.56		
3	Budget approved:		City Council - August 22, 2023			08/31/2024 Money Market Acct. # 4011759 Balance		\$	715,034.55		
4	Budget amended:					08/31/2024 Type B Checking Acct. # 4271963 Balance		\$	4,770,210.71		
5				Total Account Balances				\$	6,203,468.82		
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	8/31/2024	9/30/2024	Budget	Notes
9							12	11		92%	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	-	1,852,332.29	97%	City not able to get us the sales tax check until 9/11/24
12	3025		Interest Income - Type A	165,500.00	158,463.05		60,000.00	3,708.00	60,297.81	100%	
13	3025		Interest Income - Type B				94,000.00	11,832.37	103,441.96	110%	
14	3030		Land Sales -Old Industrial Park	123,246.60	203,346.60		286,730.54	173,150	286,321.54	100%	Sale of undivided interest in the Jim Allen Estate
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	100%	\$5,000 Grant from SWEPCO
17			TOTAL REVENUE	2,167,009.73	2,350,530.55		2,355,730.54	188,690.37	2,307,393.60	98%	
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 2023-2024

	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	8/31/2024	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			75,000.00	19,496.62	71,779.67	15%	Application for \$75,000 submitted and approved.
25	6120		Proj Provalus - Remodel Old City Hall Complex		68,378.16		492,000.00	-	491,347.29	100%	Project Provalus - Renovation of old city hall complex. Max exposure is \$325,000. Expended 68,378 , Engineering costs
26	6121		Proj Provalus - Utilities				22,000.00	2,533.26	18,663.68	85%	HEDCO is responsible for the utilities for the old city hall complex for the 1st 2-years of Provalus 10-year lease.
27	6122		US 259 Infrastructure (Christus)				750,000.00			0%	Infrastruture for new Christus Clinic. Total exposure for the project is \$750,000
28	6123		Project K&L Recycling				190,000.00			0%	Was for incentives for K&L Recycling. Project is on indefinite hold.
29	6124		Project SWEPCO							#DIV/0!	Revenue for sale of 10 acres to SWEPCO.
30	6125		City Parking Lot				200,000.00	46.00	33,811.00	17%	Construction and engineering
31	6190		Matching Grants for Buisness Retention - Industrial Park	150,000.00			150,000.00			0%	New matching grant program for Henderson Industrial Park.
32	6200		Business Incentives for new or existing businesses	350,000.00	4,000.00		350,000.00			0%	Place Holder - Reserve for Incentive for New Businesses. \$5,000 per job x 100 jobs.
33											
34		Total Economic Development Expenses		550,000.00	72,378.16		2,229,000.00	22,075.88	615,601.64	112%	
35											
36	Supplies, Office Expenses and Professional Services										
37	6501		Accounting (Monthly Bookkeeping + Annual Audit)	12,000.00	10,590.00		14,000.00	600.00	11,995.00	86%	PB&J Accounting, Auditor Morgan LaGrone CPA
38	6502		Insurance - General Liability	1,500.00	1,500.00		1,500.00	-	1,500.00	100%	City of Henderson Liability premium to HEDCO. Lump sum annual payment.
39	6503		Legal (Attorney)	30,000.00	39,459.60		35,000.00	-	19,490.38	56%	Legal fees
40	6504		Office Expenses	1,500.00	2,995.71		2,500.00	61.87	2,880.71	115%	Office supplies, copy paper, printer cartridges, computers, printer, furniture, bookshelves, storage, etc.
41	6505		Postage & Shipping	100.00	261.75		250.00	-	136.00	54%	Stamps, Fed-Ex, UPS

HEDCO - APPROVED BUDGET 2023-2024

	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	8/31/2024	9/30/2024	Budget	Notes
42	6506		Property Tax		70.53		4,050.75	-	4,050.75	100%	Copy machine tax + 1/2 year for old city hall complex before lease
43	6507		Telephone, Cell (Admin)	600.00	550.00		600.00	-	450.00	75%	Office Phone, Cell for Adm. Asst.
44	6508		Utilities - HEDCO Offices					-	-		Potential utilities in new building.
45	6509		Professional Services - Consulting Fees, Engineering, Design, Architectural (Part of Capital Expenses)	225,000.00	202,791.96		225,000.00	1,650	71,350.00	32%	New Business Park, Professional Services, Property Surveys, Engineering, Phase 1 Environmentals, Streets, Drainage, Sidewalks, Water, Sewer, Fiber, Natural Gas
46			Subtotal - Supplies, Office Expenses and Professional	270,700.00	258,219.55		282,900.75	2,311.87	111,852.84	41%	
47											
48			Personnel Expenses								
49	7001		Contract Labor - Executive Director (with City)	161,539.00	138,553.08		161,539.00	10,776.63	128,777.47	80%	Salary, Insurance, Retirement, Cell Phone, Car Allowance, W/H invoiced by City of Henderson,
50	7002		Insurance Life - Adm. Asst.	1,200.00				-			Life Insurance - Office Manager Karen Smith
51	7003		Insurance Health - Adm. Asst.	5,044.00	4,176.14			-			Medical Insurance - Office Manager Karen Smith
52	7004		Insurance Worker's Comp - Adm. Asst.	396.00	381.52			-	(45.00)		Hartford Ins. - Office Manager Karen Smith
53	7007		Retirement -Adm. Asst.	4,000.00	3,957.98			-			Kansas City Life - Office Manager Karen Smith
54	7008		Salary - Adm. Asst.	49,850.00	45,549.63			-			Salary - Office Manager Karen Smith
55	7009		Payroll Taxes - Adm Asst.	4,950.00	4,200.63			-			Payroll Taxes - Office Manager Karen Smith
56	7010		Contract Labor - Dir. of Marketing/Business Dev.	108,280.00	67,510.14		89,500.00	7,665.12	71,963.87	80%	Salary, Insurance, Retirement, Cell Phone, Car Allowance, W/H invoiced by City of Henderson. Director of Marketing
57	7011		Insurance Health - Dir. of Marketing	3,940.00	3,937.14		5,250.00	-	1,212.00	23%	Health Insurance - Director of Marketing
58	7020		Contract Labor - Administrative Assistant		722.77		70,500.00	5,635.51	63,899.92	91%	
59	7021		Contract Labor - Admin Asst Part Time				30,000.00	-	-	0%	Contract labor - Projected
60	7022		Contract Labor - Attorney				40,000.00	2,846.20	21,346.50	53%	
61			Subtotal - Personnel Expenses	339,199.00	268,989.03		396,789.00	26,923.46	287,154.76	72%	
62											

HEDCO - APPROVED BUDGET 2023-2024

	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	8/31/2024	9/30/2024	Budget	Notes
63	Program Expenses										
64	7201		Website Annual License Fees	9,400.00	3,074.00		4,075.00	(3,250.00)	4,075.00	100%	Annual License Fee to ED Suite. Invoiced Nov 31 annually.
65	7202		Website Development, Maintenance, Upgrades, etc.	12,094.00	13,095.00		5,000.00	3,250.00	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
66	7203		Advertising and Marketing	70,100.00	43,705.23		70,000.00	26,882.88	67,465.59	96%	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
67	7204		Meetings and Entertainment	14,500.00	10,650.26		12,000.00	1,129.26	3,909.19	33%	Meeting refreshments, BREP meals, Prospect Hosting, Industry Appreciation Luncheon
68	7205		Dues, Memberships & Subscriptions	17,250.00	6,648.32		10,000.00	163.97	7,064.53	71%	Chamber of Commerce, TEDC, Rotary, Team Texas, ICSC, NETEDR, Adobe AcrobatDC (2), Place Marketing, also Computer Programs & Subscriptions
69	7206		Training & Travel - Non-Marketing Conferences, Webinars, Seminars and Training (Including Travel), Admin. Asst. Mileage, Misc Consulting Fees	25,000.00	8,684.17		13,000.00	430.89	12,871.42	99%	TEDC Conferences, Training Workshops, Webinars, PFIA Training, Software Technical Assistance, Rusk County Days Austin Trip, Admin Assistant Mileage.
70	7207		Non Engineering Studies	2,000.00			7,750.00	-	7,750.00	100%	Hotel study
71	7208		Special Projects								
72	7209		BREP Matching Grant Program (Type B Program) (Placeholder)								Business Retention - Matching grants for current or new businesses in current industrial parks.
73			Subtotal - Program Expenses	150,344.00	85,856.98		121,825.00	28,607.00	108,135.73	89%	
74											

HEDCO - APPROVED BUDGET 2023-2024

	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	8/31/2024	9/30/2024	Budget	Notes
75	Repairs and Maintenance (Non-Capital Expenses)										
76	7302		Property Maintenance - Frisco Street Parcel (29 acres)	4,000.00	3,565.00		2,500.00	-	900.00	36%	Maintenance (Mowing, Clearing, Trimming, water detention, etc)
77	7303		Property Maintenance - Taylor Street/Greenbelt	600.00	500.00		500.00	-	180.00	36%	Greenbelt Maintenance
78	7304		Property Maintenance - Old Industrial Park	40,000.00	34,513.75		35,000.00	-	25,000.00	35%	Few Land & Timber - 29 acres old industrial park
79	7305		Property Maintenance - East Texas Regional Business Park	35,000.00	51,100.00		50,000.00	-	68,925.00	138%	Mowing, trimming, repairs & maintenance
80	7306		Monument and Wayfinding Sign - Industrial Park						1,450.00		Sign at CR 203 & Loop 571 (TXDOT Won't Allow)
81			Property Maintenance,Jim Allen Estate				400,000.00				Clearing & pipeline moving
82	7307		Railroad Preventative Maintenance (Ties)								To facilitate NETRMA Grant for RR ties. \$240,000 reimbursement (Completed)
83	7308		Remodel CAC Bldg & Furnishings								Previous years
84	7309		Property Maintenance - Old City Hall Complex		1,947.79		10,000.00		5,524.83	55%	Maintenance items not covered by Provalus agreement
85			Subtotal - Repairs and Maintenance (Non-Capital)	79,600.00	91,626.54		498,000.00	-	101,979.83	20%	
86											
87	TOTAL EXPENSES			1,389,843.00	777,070.26		3,528,514.75	79,918.21	1,224,724.80	35%	
88											

HEDCO - APPROVED BUDGET 2023-2024

	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	8/31/2024	9/30/2024	Budget	Notes
89	CAPITAL OUTLAY										
90	7501		Purchase of Property for New Business Park	400,000.00	345,654.03		234,000.00	-	7,802.96	3%	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 + \$12,500.00
91	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	3,390.00	1,219,161.46	117%	John Wright Construction, Few Land & Timber & Other Contractors
92	7503		Grant Match for TCF Grant - Morris Street								Previous Year - TCF Program was Shelved by TX Ag Commission
93	7504		Speculative Building - Design and Construction								Engineer, design and construct a 20,000 sq ft building. On HOLD
94			CR203 Industrial Drive Improvements				2,000,000.00				Project estimated at \$4 million. Need participation by City and County
95		Total Capital Outlay		4,200,000.00	3,242,773.04		3,271,933.50	3,390.00	1,226,964.42	37%	
96											
97	TOTAL EXPENDITURES (Expenses + Capital Outlay)			5,589,843.00	4,019,843.30		6,800,448.25	83,308.21	2,451,689.22	36%	
98	Totals										
99		Total Revenues		2,167,009.73	2,350,530.55		2,355,730.54	188,690.37	2,307,393.60	98%	
100		(Less) Total Expenditures		5,589,843.00	4,019,843.30		6,800,448.25	83,308.21	2,451,689.22	36%	
101	Net Increase/Decrease In Unrestricted Net Assets			(3,422,833.27)	(1,669,312.75)		(4,444,717.71)	105,382.16	(144,295.62)	3%	
102		Receivable for Loan - Rusk County Rural Rail District			-				-		Agreement to defer for 15 years until the year 2037.
103		Total Available to Contribute to Fund Balance		(3,422,833.27)	(1,669,312.75)		(4,444,717.71)	105,382.16	(144,295.62)	3%	Operating income less operating expenses
104											
105	Potential Transfer From Fund Balance										Projected Expenditures In Excess of Annual Income
106											
107	FINAL BALANCE			-3,422,833.27	-1,669,312.75		-4,444,717.71	105,382.16	-144,295.62		



City Council

Agenda Item # 5.

SUBJECT: Consideration and possible action upon awarding the City of Henderson's Street Contract #24. (Holland/Brown)

MEETING DATE: October 15, 2024

DEPARTMENT: Administration

CONTACT:

RECOMMENDED CITY COUNCIL ACTION:
ITEM SUMMARY:

BACKGROUND INFORMATION:

SPECIAL CONSIDERATIONS:

SUPPORTING MATERIALS:

1. Notice of Award for Street Project 2024



September 23, 2024

Mr. Davis Brown, Director of Operations
City of Henderson
300 W. Main
Henderson, Texas 75652

Re: 2024 Master Street Improvements Project
Bid Summary / Recommendation to Award

Dear Mr. Brown:

On Thursday, September 12, 2024, the City received two (2) bids for the 2024 Master Street Improvements Project. Attached is a copy of the bid tabulation for your review and consideration.

You will note the bid tabulation spreadsheet contains cells that are highlighted in yellow. Each highlighted cell indicates a math error performed by the respective bidder. It is necessary to flag these errors so that the corrected figures can be recorded should you choose to award this bid.

The low bidder for the Base Bid work is Rayford's Truck & Tractor of Marshall, Texas with a total price of \$1,480,179.00. The Contract also provided for Additive Alternate bid items that include: 1) the potential for installing a French Drain piping system for streets that are designated for rehabilitation in the Big Oak Subdivision; provided that through field testing the presents of ground water is observed, and 2) reconstruction of the Henderson Sports Complex roadway. The subtotal of the Additive Alternate bid items is \$345,590.00.

Rayford's Truck & Tractor has been the successful contractor for the City's last 3 Street Reconstruction Projects. Therefore, it is this Firm's recommendation the City award the Project to Rayford's Truck & Tractor for both the Base Bid items and Additive Alternate Bid items totaling \$1,825,769.00.

If you have any questions please do not hesitate to contact me.

Sincerely,

Neal Holland
Neal Holland
Principal

Enclosure



City of Henderson, Texas
2024 Master Street Improvements Project
Bid Tabulation - September 12, 2024

BASE BID

Item	Quan.		McMurray Road	Rayford's Truck & Tractor		Reynold's & Kay LTD.	
1	2,750	SY	Full Depth Reclamation	\$9.85	\$27,087.50	\$25.00	\$68,750.00
2	2,750	SY	Prime Coat	\$1.00	\$2,750.00	\$1.52	\$4,180.00
3	2,750	SY	2" Thick Compacted Type "D" HMAC Pavement	\$17.50	\$48,125.00	\$20.20	\$55,550.00
4	3,450	SY	1 1/2" Thick Compacted Type "D" HMAC Pavement	\$13.00	\$44,850.00	\$15.50	\$53,475.00
5	2	EA	Adjust Existing Utility Cover	\$500.00	\$1,000.00	\$1,200.00	\$2,400.00
6	2	EA	Fire Hydrant Markers	\$50.00	\$100.00	\$200.00	\$400.00
7	1	LS	Repair Concrete Sidewalk/Curb and Gutter	\$3,500.00	\$3,500.00	\$3,000.00	\$3,000.00
8	30	SY	HMAC Driveway Transition	\$17.50	\$525.00	\$63.00	\$1,890.00
Subtotal McMurray Road					\$127,937.50		\$189,645.00

Item	Quan.		Thomas Road	Rayford's Truck & Tractor		Reynold's & Kay LTD.	
1	65	SY	Unclassified Roadway Excavation	\$40.00	\$2,600.00	\$100.00	\$6,500.00
2	2,290	SY	Full Depth Reclamation	\$9.85	\$22,556.50	\$25.00	\$57,250.00
3	65	SY	Type A Grade II Flexbase	\$40.00	\$2,600.00	\$100.00	\$6,500.00
4	2,355	SY	Prime Coat	\$1.00	\$2,355.00	\$1.52	\$3,579.60
5	2,355	SY	2" Thick Compacted Type "D" HMAC Pavement	\$17.50	\$41,212.50	\$20.20	\$47,571.00
6	35	SY	6" Thick Concrete Valley Gutter	\$120.00	\$4,200.00	\$150.00	\$5,250.00
7	6	EA	Adjust Existing Utility Covers	\$500.00	\$3,000.00	\$1,200.00	\$7,200.00
8	1	EA	Thermoplastic Stop Bar	\$200.00	\$200.00	\$550.00	\$550.00
Subtotal Thomas Road					\$78,724.00		\$134,400.60

Item	Quan.		Slaydon Street	Rayford's Truck & Tractor		Reynold's & Kay LTD.	
1	6,691	SY	Full Depth Reclamation	\$9.85	\$65,906.35	\$25.00	\$167,275.00
2	6,691	SY	Prime Coat	\$1.00	\$6,691.00	\$1.52	\$10,170.32
3	6,691	SY	2" Thick Compacted Type "D" HMAC Pavement	\$17.50	\$117,092.50	\$20.20	\$135,158.20
4	10	EA	Adjust Existing Utility Covers	\$500.00	\$5,000.00	\$1,200.00	\$12,000.00
5	1	EA	Fire Hydrant Marker	\$100.00	\$100.00	\$200.00	\$200.00
6	2	EA	Thermoplastic Stop Bars	\$200.00	\$400.00	\$550.00	\$1,100.00
Subtotal Slaydon Street					\$195,189.85		\$325,903.52

Item	Quan.		Shawnee Trail	Rayford's Truck & Tractor		Reynold's & Kay LTD.	
1	2,250	SY	Full Depth Reclamation	\$9.85	\$22,162.50	\$25.00	\$56,250.00
2	2,250	SY	Prime Coat	\$1.00	\$2,250.00	\$1.52	\$3,420.00
3	2,250	SY	2" Thick Compacted Type "D" HMAC Pavement	\$17.50	\$39,375.00	\$20.20	\$45,450.00
4	2,475	SY	1 1/2" Thick Compacted Type "D" HMAC Pavement	\$13.00	\$32,175.00	\$15.50	\$38,362.50
5	5	EA	Adjust Existing Utility Covers	\$500.00	\$2,500.00	\$1,200.00	\$6,000.00
6	1	EA	Fire Hydrant Marker	\$100.00	\$100.00	\$200.00	\$200.00
Subtotal Shawnee Trail					\$98,562.50		\$149,682.50

Item	Quan.		Brairwood Trail	Rayford's Truck & Tractor		Reynold's & Kay LTD.	
1	2,600	SY	Full Depth Reclamation	\$9.85	\$25,610.00	\$25.00	\$65,000.00
2	2,600	SY	Prime Coat	\$1.00	\$2,600.00	\$1.52	\$3,952.00
3	2,600	SY	2" Thick Compacted Type "D" HMAC Pavement	\$17.50	\$45,500.00	\$20.20	\$52,520.00
4	5,650	SY	1 1/2" Thick Compacted Type "D" HMAC Pavement	\$13.00	\$73,450.00	\$15.50	\$87,575.00
5	11	EA	Adjust Existing Utility Covers	\$500.00	\$5,500.00	\$1,200.00	\$13,200.00
6	2	EA	Fire Hydrant Marker	\$100.00	\$200.00	\$200.00	\$400.00
7	3	EA	Thermoplastic Stop Bar	\$200.00	\$600.00	\$550.00	\$1,650.00
			Subtotal Brairwood Trail		\$153,460.00		\$224,297.00

Item	Quan.		Gray Street	Rayford's Truck & Tractor		Reynold's & Kay LTD.	
1	50	SY	Unclassified Roadway Excavation	\$40.00	\$2,000.00	\$100.00	\$5,000.00
2	716	SY	Full Depth Reclamation	\$9.85	\$7,052.60	\$25.00	\$17,900.00
3	50	SY	Type A Grade II Flexbase	\$50.00	\$2,500.00	\$100.00	\$5,000.00
4	766	SY	Prime Coat	\$1.00	\$766.00	\$1.52	\$1,164.32
5	766	SY	2" Thick Compacted Type "D" HMAC Pavement	\$17.50	\$13,405.00	\$26.00	\$19,916.00
6	4,675	SY	1 1/2" Thick Compacted Type "D" HMAC Pavement	\$13.00	\$60,775.00	\$17.00	\$79,475.00
7	4	EA	Adjust Existing Utility Covers	\$500.00	\$2,000.00	\$1,200.00	\$4,800.00
8	2	EA	Fire Hydrant Marker	\$100.00	\$200.00	\$200.00	\$400.00
9	2	EA	Thermoplastic Stop Bar	\$200.00	\$400.00	\$550.00	\$1,100.00
			Subtotal Gray Street		\$89,098.60		\$134,755.32

Item	Quan.		Alberta Street	Rayford's Truck & Tractor		Reynold's & Kay LTD.	
1	3,983	SY	Full Depth Reclamation	\$9.85	\$39,232.55	\$25.00	\$99,575.00
2	3,983	SY	Prime Coat	\$1.00	\$3,983.00	\$1.52	\$6,054.16
3	3,983	SY	2" Thick Compacted Type "D" HMAC Pavement	\$17.50	\$69,702.50	\$20.20	\$80,456.60
4	1,827	SY	1 1/2" Thick Compacted Type "D" HMAC Pavement	\$13.00	\$23,751.00	\$15.50	\$28,318.50
5	11	EA	Adjust Existing Utility Covers	\$500.00	\$5,500.00	\$1,200.00	\$13,200.00
6	1	EA	Fire Hydrant Marker	\$100.00	\$100.00	\$200.00	\$200.00
7	3	EA	Thermoplastic Stop Bars	\$200.00	\$600.00	\$550.00	\$1,650.00
			Subtotal Alberta Street		\$142,869.05		\$229,454.26

Item	Quan.		Saint Paul Street	Rayford's Truck & Tractor		Reynold's & Kay LTD.	
1	1,980	SY	1 1/2" Thick Compacted Type "D" HMAC Pavement	\$13.00	\$25,740.00	\$17.00	\$33,660.00
2	111	SY	6" Thick Concrete Valley Gutter	\$120.00	\$13,320.00	\$150.00	\$16,650.00
3	165	SY	5' Wide Type A Grade II Flexbase Transition	\$30.00	\$4,950.00	\$15.00	\$2,475.00
4	1	EA	Fire Hydrant Marker	\$100.00	\$100.00	\$200.00	\$200.00
5	2	EA	Thermoplastic Stop Bar	\$400.00	\$800.00	\$1,100.00	\$2,200.00
6	84	SY	HMAC Driveway Transition	\$17.50	\$1,470.00	\$63.00	\$5,292.00
			Subtotal Saint Paul Street		\$46,380.00		\$60,477.00

Item	Quan.		MLK Jr. Drive	Rayford's Truck & Tractor		Reynold's & Kay LTD.	
1	7,600	SY	Full Depth Reclamation	\$9.85	\$74,860.00	\$25.00	\$190,000.00
2	7,600	SY	Prime Coat	\$1.00	\$7,600.00	\$1.52	\$11,552.00
3	7,600	SY	2" Thick Compacted Type "D" HMAC Pavement	\$17.50	\$133,000.00	\$20.50	\$155,800.00
4	5,665	SY	1 1/2" Thick Compacted Type "D" HMAC Pavement	\$13.00	\$73,645.00	\$16.00	\$90,640.00
5	1	LS	Remove and Dispose of Existing Concrete Riprap	\$7,500.00	\$7,500.00	\$3,000.00	\$3,000.00
6	65	LF	18" Dia. Class III RCP Storm Sewer Pipe	\$200.00	\$13,000.00	\$80.00	\$5,200.00
7	71	LF	Concrete Curb & Gutter	\$100.00	\$7,100.00	\$90.00	\$6,390.00
8	1	LS	5' Wide Concrete Flume	\$4,500.00	\$4,500.00	\$4,700.00	\$4,700.00
9	1	LS	Select Backfill	\$30,000.00	\$30,000.00	\$1,500.00	\$1,500.00
10	55	SY	Protection Class Rock Riprap (18" thick)	\$100.00	\$5,500.00	\$100.00	\$5,500.00
11	100	SY	Block Sod	\$15.00	\$1,500.00	\$10.00	\$1,000.00
12	1	LS	MTL W-Beam GD Fence	\$25,000.00	\$25,000.00	\$21,000.00	\$21,000.00
13	98	SY	4" Thick Mow Strip	\$95.00	\$9,310.00	\$110.00	\$10,780.00
14	10	EA	Adjust Existing Utility Covers	\$500.00	\$5,000.00	\$1,200.00	\$12,000.00
15	4	EA	Fire Hydrant Marker	\$100.00	\$400.00	\$200.00	\$800.00
16	2	EA	Thermoplastic Stop Bar	\$400.00	\$800.00	\$1,100.00	\$2,200.00
17	291	SY	HMAC Driveway Transition	\$17.50	\$5,092.50	\$63.00	\$18,333.00
			Subtotal MLK Jr. Drive		\$403,807.50		\$540,395.00

Item	Quan.		Lewis Street	Rayford's Truck & Tractor		Reynold's & Kay LTD.	
1	3,530	SY	Full Depth Reclamation	\$9.85	\$34,770.50	\$25.00	\$88,250.00
2	3,530	SY	Prime Coat	\$1.00	\$3,530.00	\$1.52	\$5,365.60
3	3,530	SY	2" Thick Compacted Type "D" HMAC Pavement	\$17.50	\$61,775.00	\$20.50	\$72,365.00
4	2	EA	Adjust Existing Utility Covers	\$500.00	\$1,000.00	\$1,200.00	\$2,400.00
5	2	EA	Fire Hydrant Marker	\$100.00	\$200.00	\$200.00	\$400.00
6	1	EA	Thermoplastic Stop Bar	\$200.00	\$200.00	\$550.00	\$550.00
7	1	LS	ROW Preparation	\$5,000.00	\$5,000.00	\$1,000.00	\$1,000.00
8	140	SY	HMAC Driveway Transitions	\$17.50	\$2,450.00	\$63.00	\$8,820.00
			Subtotal Lewis Street		\$108,925.50		\$179,150.60

Item	Quan.		Neal Street	Rayford's Truck & Tractor		Reynold's & Kay LTD.	
1	750	SY	1 1/2" Thick Compacted Type "D" HMAC Pavement	\$13.00	\$9,750.00	\$16.00	\$12,000.00
2	1	EA	Fire Hydrant Marker	\$100.00	\$100.00	\$200.00	\$200.00
3	46	SY	HMAC Driveway Transition	\$17.50	\$805.00	\$63.00	\$2,898.00
			Neal Street		\$10,655.00		\$15,098.00

Item	Quan.		Buford Lane	Rayford's Truck & Tractor		Reynold's & Kay LTD.	
1	570	SY	Full Depth Reclamation	\$9.85	\$5,614.50	\$25.00	\$14,250.00
2	570	SY	Prime Coat	\$1.00	\$570.00	\$1.52	\$866.40
3	570	SY	2" Thick Compacted Type "D" HMAC Pavement	\$17.50	\$9,975.00	\$26.00	\$14,820.00
4	320	SY	1 1/2" Thick Compacted Type "D" HMAC Pavement	\$13.00	\$4,160.00	\$17.00	\$5,440.00
6	20	SY	HMAC Driveway Transition	\$17.50	\$350.00	\$63.00	\$1,260.00
7	13	SY	Concrete Driveway Return	\$300.00	\$3,900.00	\$250.00	\$3,250.00
			Subtotal Buford Lane		\$24,569.50		\$39,886.40

TOTAL BASE BID

\$1,480,179.00

(written bid \$1,498,601.50)

\$2,223,145.20

(written bid \$2,226,995.20)

ADDITIVE ALTERNATES

Item	Quan.		MCMURRAY ROAD FRENCH DRAIN SYSTEM	Rayford's Truck & Tractor		Reynold's & Kay LTD.	
1	1,500	LF	French Drain Piping System	\$44.00	\$66,000.00	\$80.00	\$120,000.00
2	6	EA	French Drain In-Field Testing	\$500.00	\$3,000.00	\$500.00	\$3,000.00
			SUBTOTAL ADDITIVE ALTERNATE		\$69,000.00		\$123,000.00

Item	Quan.		THOMAS ROAD FRENCH DRAIN SYSTEM	Rayford's Truck & Tractor		Reynold's & Kay LTD.	
1	680	LF	French Drain Piping System	\$44.00	\$29,920.00	\$80.00	\$54,400.00
2	3	EA	French Drain In-Field Testing	\$500.00	\$1,500.00	\$500.00	\$1,500.00
3	3	SY	Replace Concrete Valley Gutter	\$500.00	\$1,500.00	\$400.00	\$1,200.00
			SUBTOTAL ADDITIVE ALTERNATE		\$32,920.00		\$57,100.00

Item	Quan.		SLAYDON STREET FRENCH DRAIN SYSTEM	Rayford's Truck & Tractor		Reynold's & Kay LTD.	
1	480	LF	French Drain Piping System	\$44.00	\$21,120.00	\$80.00	\$38,400.00
2	2	EA	French Drain In-Field Testing	\$500.00	\$1,000.00	\$500.00	\$1,000.00
			SUBTOTAL ADDITIVE ALTERNATE		\$22,120.00		\$39,400.00

Item	Quan.		SHAWNEE TRAIL FRENCH DRAIN SYSTEM	Rayford's Truck & Tractor		Reynold's & Kay LTD.	
1	520	LF	French Drain Piping System	\$44.00	\$22,880.00	\$80.00	\$41,600.00
2	2	EA	French Drain In-Field Testing	\$500.00	\$1,000.00	\$500.00	\$1,000.00
3	17	SY	Replace Concrete Valley Gutter	\$150.00	\$2,550.00	\$160.00	\$2,720.00
			SUBTOTAL ADDITIVE ALTERNATE		\$26,430.00		\$45,320.00

Item	Quan.		BRIARWOOD TRAIL FRENCH DRAIN SYSTEM	Rayford's Truck & Tractor		Reynold's & Kay LTD.	
1	480	LF	French Drain Piping System	\$44.00	\$21,120.00	\$80.00	\$38,400.00
2	2	EA	French Drain In-Field Testing	\$500.00	\$1,000.00	\$500.00	\$1,000.00
3	6	LF	Repair 4" Wide Concrete Sidewalk/Curb and Gutter	\$450.00	\$2,700.00	\$5,000.00	\$30,000.00
			SUBTOTAL ADDITIVE ALTERNATE		\$24,820.00		\$69,400.00

Item	Quan.		Henderson Sports Complex Road	Rayford's Truck & Tractor		Reynold's & Kay LTD.	
1	6,000	SY	Full Depth Reclamation	\$9.85	\$59,100.00	\$25.00	\$150,000.00
2	6,000	SY	Prime Coat	\$1.00	\$6,000.00	\$1.52	\$9,120.00
3	6,000	SY	2" Thick Compacted Type "D" HMAC Pavement	\$17.50	\$105,000.00	\$20.20	\$121,200.00
4	1	EA	Thermoplastic Stop Bar	\$200.00	\$200.00	\$550.00	\$550.00
			SUBTOTAL ADDITIVE ALTERNATE		\$170,300.00		\$280,870.00

SUBTOTAL ADDITIVE ALTERNATE	\$345,590.00	\$615,090.00
TOTAL BASE BID	\$1,480,179.00	\$2,223,145.20
TOTAL ADDITIVE ALTERNATE	\$345,590.00	\$615,090.00
TOTAL BASE BID plus ADDITIVE ALTERNATE	\$1,825,769.00	\$2,838,235.20

NOTICE OF AWARD

Date: September 23, 2024

TO: Rayford's Truck & Tractor
(BIDDER)

ADDRESS: P.O. Box 1742
Marshall, TX 75671

PROJECT 2024 MASTER STREET IMPROVEMENTS PROJECT

CONTRACT FOR 2024 MASTER STREET IMPROVEMENTS PROJECT
(Insert name of Contract as it appears in the Bidding Documents)

You are notified that your Bid dated September 12, 2024,
for the above Contract has been considered. You are the apparent successful bidder and have been
awarded a contract for Total Base Bid and total Additive Alternate Bid
(Indicate total Work, alternates or sections of Work Awarded)

The Contract Price of your contract is \$1,825,769.00

Four copies of each of the proposed Contract Documents (except Drawings) accompany this Notice of Award. Three sets of the Drawings will be delivered separately or otherwise made available to you immediately.

You must comply with the following conditions precedent within fifteen days of the date of this Notice of Award, that is by October 31, 2024.

1. You must deliver to the OWNER three fully executed counterparts of the Agreement including all the Contract Documents. This includes the triplicate sets of Drawings. Each of the Contract Documents must bear your signature on (the cover) (every) page.
2. You must deliver with the executed Agreement the Contract Security (Bonds) as specified in the Instructions to Bidders (paragraph 17), General Conditions (paragraph 5.1) and Supplementary Conditions (paragraph SC-5.1).

3. (List other conditions precedent).

In accordance with the Bid Proposal and engineering plans, bid items associated with the possible installation of a French Drain system in the Additive Alternate bid shall only be authorized upon successful completion of field testing to determine the presents of ground water. If found, then engineer may or may not authorize this work.

Failure to comply with these conditions within the time specified will entitle OWNER to consider your bid abandoned, to annul this Notice of Award and to declare your Bid Security forfeited.

Within ten days after you comply with those conditions, OWNER will return to you one fully signed counterpart of the Agreement with the Contract Documents attached.

City of Henderson
(OWNER)

BY: _____
(AUTHORIZED SIGNATURE)

City Manager
(TITLE)

Copy to ENGINEER
(Use Certified Mail,
Return Receipt Requested)



City Council

Agenda Item # 6.

SUBJECT: Consideration and possible action regarding the advertising of Requests for Proposals for grant administration services for the City's 2025-2026 TxCDBG grant from the Texas Department of Agriculture. (Abercrombie)

MEETING DATE: October 15, 2024

DEPARTMENT: City Manager

CONTACT: Jay Abercrombie, City Manager

RECOMMENDED CITY COUNCIL ACTION: Approval to advertise for proposals on the Texas Department of Agriculture Grant opportunity.

ITEM SUMMARY: The Texas Department of Agriculture has \$750,000 in grant funds the City would like to apply for. Items this grant can help fund are Streets, Drainage, Water/ Sewer, Solid Waste or Sidewalks.

BACKGROUND INFORMATION:

SPECIAL CONSIDERATIONS:

SUPPORTING MATERIALS:

1. ETCOG Potential Rankings Score
2. TDA TxCDBG Data Sheet

COG: ETCOG

RANK	NAME	Previous Funding			Poverty				Scoring			Tie Breaker
		2019-2020	2021-2022	2023-2024	Estimate!! Total!! Population for whom poverty status is determined	Estimate!! Below poverty level!! Population for whom poverty status is determined	Estimate!! Percent below poverty level!! Population for whom poverty status is determined	Poverty Score	Funding	Assumed	Total	
1	Gary City	0		0	380	153	40,300	20,000	60	120	200.00	29063
2	Easton	0		0	424	96	22,600	20,000	60	120	200.00	32500
3	Rocky Mound	0		0	107	40	37,400	20,000	60	120	200.00	37500
4	Grand Saline	0		0	2938	785	26,700	20,000	60	120	200.00	37823
5	Alto	0		0	1051	334	31,800	20,000	60	120	200.00	37955
6	Gladewater	0		0	5724	1749	30,600	20,000	60	120	200.00	47749
7	Poynor	0		0	357	97	27,200	20,000	60	120	200.00	68750
8	Edgewood	0		0	1742	352	20,200	18,7434	60	120	198.74	70197
9	Gregg County	0		0	119811	21029	17,600	18,6300	60	120	198.63	63811
10	Harrison County	0		0	64746	10877	16,800	17,7832	60	120	197.78	63427
11	Tool	0		0	2532	467	18,400	17,0732	60	120	197.07	65417
12	Big Sandy	0		0	1397	256	18,300	16,9804	60	120	196.98	41250
13	Overton	0		0	2951	527	17,900	16,6093	60	120	196.61	53250
14	New Chapel Hill	0		0	715	112	15,700	14,5679	60	120	194.57	58304
15	Whitehouse	0		0	8673	1326	15,300	14,1968	60	120	194.20	72900
16	Union Grove	0		0	680	103	15,100	14,0112	60	120	194.01	197083
17	Brownboro	0		0	1547	229	14,800	13,7328	60	120	193.73	57454
18	Moore Station	0		0	154	22	14,300	13,2689	60	120	193.27	47500
19	Scottsville	0		0	335	46	13,700	12,7121	60	120	192.71	47500
20	Rains County	0		0	11917	1425	12,000	12,7023	60	120	192.70	60291
21	Seven Points	0		0	1279	165	12,900	11,9698	60	120	191.97	41599
22	Eustace	0		0	1311	164	12,500	11,5987	60	120	191.60	50642
23	Nesbitt	0		0	108	13	12,000	11,1347	60	120	191.13	-
24	Payne Springs	0		0	703	81	11,500	10,6708	60	120	190.67	42500
25	Murchison	0		0	348	36	10,300	9,5573	60	120	189.56	52841
26	New Summerfield	0		0	825	85	10,300	9,5573	60	120	189.56	63897
27	Coffee City	0		0	267	27	10,100	9,3717	60	120	189.37	57917
28	Clarksville City	0		0	808	72	8,900	8,2582	60	120	188.26	63571
29	Henderson	0		0	10499	892	8,500	7,8871	60	120	187.89	55263
30	Mount Enterprise	0		0	308	24	7,800	7,2376	60	120	187.24	55156
31	Gallatin	0		0	313	24	7,700	7,1448	60	120	187.14	78250
32	Bullard	0		0	3432	255	7,400	6,8664	60	120	186.87	104141

33	Noonday	0			0	465	32	6,9000	6,4025	60	120	186.40	59500
34	Star Harbor	0			0	521	35	6,7000	6,2169	60	120	186.22	108500
35	Hideaway	0			0	3157	178	5,6000	5,1962	60	120	185.20	88239
36	East Mountain	0			0	1197	52	4,3000	3,9899	60	120	183.99	67500
37	Enchanted Oaks	0			0	254	7	2,8000	2,5981	60	120	182.60	94375
38	Edom	0			0	330	7	2,1000	1,9486	60	120	181.95	98333
39	Hallsville	0			0	4297	73	1,7000	1,5774	60	120	181.58	86757
40	Cuney	0	1		0	134	57	42,5000	20,0000	40	120	180.00	26406
41	Trinidad	1			0	839	188	22,4000	20,0000	40	120	180.00	32143
42	Yantis	1			0	348	97	27,9000	20,0000	40	120	180.00	40000
43	Ore City	0	1		0	1027	254	24,7000	20,0000	40	120	180.00	41339
44	Point	1			0	1087	341	31,4000	20,0000	40	120	180.00	45625
45	Fruitvale	0			1	557	167	30,0000	20,0000	40	120	180.00	46500
46	Jefferson	1			0	2426	581	23,9000	20,0000	40	120	180.00	47524
47	Tatum	0	1		0	1306	298	22,8000	20,0000	40	120	180.00	48125
48	Beckville	0	1		0	934	273	29,2000	20,0000	40	120	180.00	48750
49	Troup	0	1		0	2029	455	22,4000	20,0000	40	120	180.00	49063
50	Malakoff	0	1		0	2481	891	35,9000	20,0000	40	120	180.00	50244
51	Camp County	0	1		0	12870	2581	20,1000	20,0000	40	120	180.00	53968
52	Athens	1			0	11631	3427	29,5000	20,0000	40	120	180.00	54828
53	Wills Point	0	1		0	3518	1029	29,2000	20,0000	40	120	180.00	55100
54	Reklaw	1			0	365	95	26,0000	20,0000	40	120	180.00	63750
55	Marion County	0			1	9882	1827	18,5000	19,5827	40	120	179.58	48040
56	Caney City	0	1		0	125	25	20,0000	18,5579	40	120	178.56	52500
57	Elkhart	1			0	1338	266	19,9000	18,4651	40	120	178.47	61000
58	Log Cabin	0	1		0	868	172	19,8000	18,3723	40	120	178.37	58750
59	Henderson County	0	1		0	80411	13663	17,0000	17,9949	40	120	177.99	59778
60	Jacksonville	0			1	14091	2562	18,2000	16,8876	40	120	176.89	49750
61	Van	0	1		0	2706	488	18,0000	16,7021	40	120	176.70	61506
62	Mineola	0	1		0	4615	806	17,5000	16,2381	40	120	176.24	42147
63	Warren City	1			0	317	54	17,0000	15,7742	40	120	175.77	78958
64	Upshur County	1			0	40849	6085	14,9000	15,7720	40	120	175.77	60456
65	Cherokee County	0			1	48906	7147	14,6000	15,4545	40	120	175.45	56971
66	Carthage	0	1		0	5993	981	16,4000	15,2174	40	120	175.22	42788
67	Kilgore	0			1	14141	2302	16,3000	15,1247	40	120	175.12	58439
68	Anderson County	0	1		0	44402	6256	14,1000	14,9252	40	120	174.93	57445
69	Panola County	0			1	22653	3201	14,1000	14,9252	40	120	174.93	58205
70	Palestine	0			1	17569	2680	15,3000	14,1968	40	120	174.20	43759
71	Van Zandt County	1			0	55010	6995	12,7000	13,4433	40	120	173.44	62334
72	Quitman	1			0	2092	301	14,4000	13,3617	40	120	173.36	58924
73	Pittsburg	0	1		0	4586	640	14,0000	12,9905	40	120	172.99	46885
74	Rusk	0	1		0	3131	439	14,0000	12,9905	40	120	172.99	68611
75	Emory	1			0	1669	216	12,9000	11,9698	40	120	171.97	38750
76	Rusk County	1			0	48907	5493	11,2000	11,8555	40	120	171.86	61661
77	Canton	1			0	3563	453	12,7000	11,7842	40	120	171.78	52500

78	Lindale	1			0	6034	765	12,7000	11,7842	40	120	171.78	79557
79	New London	0			1	1255	155	12,4000	11,5059	40	120	171.51	49688
80	Arp	0		1	0	1402	168	12,0000	11,1347	40	120	171.13	63472
81	White Oak	0		1	0	6273	722	11,5000	10,6708	40	120	170.67	94273
82	Lakeport	1			0	1247	119	9,5000	8,8150	40	120	168.81	61607
83	Frankston	0			1	1155	108	9,4000	8,7222	40	120	168.72	56957
84	Winona	0			1	625	46	7,4000	6,8664	40	120	166.87	50350
85	Berryville	1			0	1286	90	7,0000	6,4952	40	120	166.50	50938
86	East Tawakoni	0		1	0	809	55	6,8000	6,3097	40	120	166.31	48992
87	Uncertain	0		1	0	72	1	1,4000	1,2990	40	120	161.30	60250
88	Gilmer	0		1	1	4816	1066	22,1000	20,0000	20	120	160.00	43894
89	Waskom	0		1	1	1726	452	26,2000	20,0000	20	120	160.00	47313
90	Wells	1			1	829	363	43,8000	20,0000	20	120	160.00	63182
91	Hawkins	1			1	1637	308	18,8000	17,4444	20	120	157.44	66310
92	Alba	1		1	0	590	110	18,6000	17,2588	20	120	157.26	45313
93	Gun Barrel City	1		1	0	6160	914	14,8000	13,7328	20	120	153.73	63938
94	Wood County	1			1	43367	5592	12,9000	13,6550	20	120	153.65	61748
95	Winnsboro	1		1	0	3189	459	14,4000	13,3617	20	120	153.36	53983
96	Chandler	0		1	1	2999	236	7,9000	7,3304	20	120	147.33	53814

Texas Department of Agriculture

2025-2026 TXCDBG

- Maximum Award: \$750,000
- Must meet the National Objective of benefiting low-and-moderate-income persons

ETCOG Priorities (50 Points)

- Street Improvements
- Flood Drainage Improvements
- Water/ Sewer Improvements
- Solid Waste Disposal Improvements
- Sidewalks

Application Timeline

- Phase 1 Pre-Application Due – December 1, 2024
- Scored and finalized – Dec/Jan
- Phase 2 Application Due – June 2025
- Contracts executed – February 1, 2026

Phase 1 Scoring Criteria

- | | |
|--------------------------------|----------------------------|
| • Regional Priorities | 50 Points |
| • Previous Funding | 60 Points (Rusk County 40) |
| • Poverty Rate | 20 Points |
| • Match | 50 Points |
| • Past Performance | 16 Points |
| • Provide Basic Infrastructure | <u>4 Points</u> |
| | 200 Points Maximum |

Required for Phase 1 Application

- Hold Public Hearing to establish Community Needs
- Determine general Activity Category

Engineering and Grant Administration Procurement

- Need to start process



City Council

Agenda Item # 7.

SUBJECT: Consideration and possible action regarding the advertising of Request for Proposals for engineering services for the City's 2025-2026 TxCDBG grant from the Texas Department of Agriculture. (Abercrombie)

MEETING DATE: October 15, 2024

DEPARTMENT: City Manager

CONTACT:

RECOMMENDED CITY COUNCIL ACTION: The Texas Department of Agriculture has \$750,000 in grant funds. The City would like to advertise proposals for Administration services. Items this grant can help fund are streets, Drainage, Water/ Sewer, Solid Waste or Sidewalks.

ITEM SUMMARY: The Texas Department of Agriculture has \$750,000 in grant funds. The City would like to advertise proposals for engineering services. Items this grant can help fund are streets, Drainage, Water/ Sewer, Solid Waste or Sidewalks.

BACKGROUND INFORMATION:

SPECIAL CONSIDERATIONS:

SUPPORTING MATERIALS: None



City Council

Agenda Item # 8.

SUBJECT: Consideration and possible action upon a minor plat application subdividing one parcel into two submitted by Perry Tinbrink. This property is located on ST HWY 323 known as N. Van Buren, across from Lakewood Cemetery. (Jimerson)

MEETING DATE: October 15, 2024

DEPARTMENT: City Secretary

CONTACT: Cheryl Jimerson

RECOMMENDED CITY COUNCIL ACTION: Approval of the minor plat in Council District 1.

ITEM SUMMARY: There was a minor plat application submitted by Perry Tinbrink to subdivide a 6.652 acre lot located on N. Van Buren across from Lakewood Cemetery. He wants it subdivided into two lots. One will be 5.338 acres and the other 1.314 acres if approved.

BACKGROUND INFORMATION: This property does not have city sewer available for it, if P&Z approves Lot 2, 1.314 acres, zoning from General Commercial (I2) to High Density Multi-Family (M3) and if the BOA approves a Special Use for a private resident (allowed by Special Exception Use) and a variance to have a 600 sq ft garage/shop. Then the minor plat will be filed. Mr. Tinbrink will be allowed to place an aerobic system on the property until the city sewer is available. He will then be required to hook up to the city sewer system, discontinuing the use of the aerobic system. If these requests are denied, the minor plat will come back to Council to rescind the approved plat.

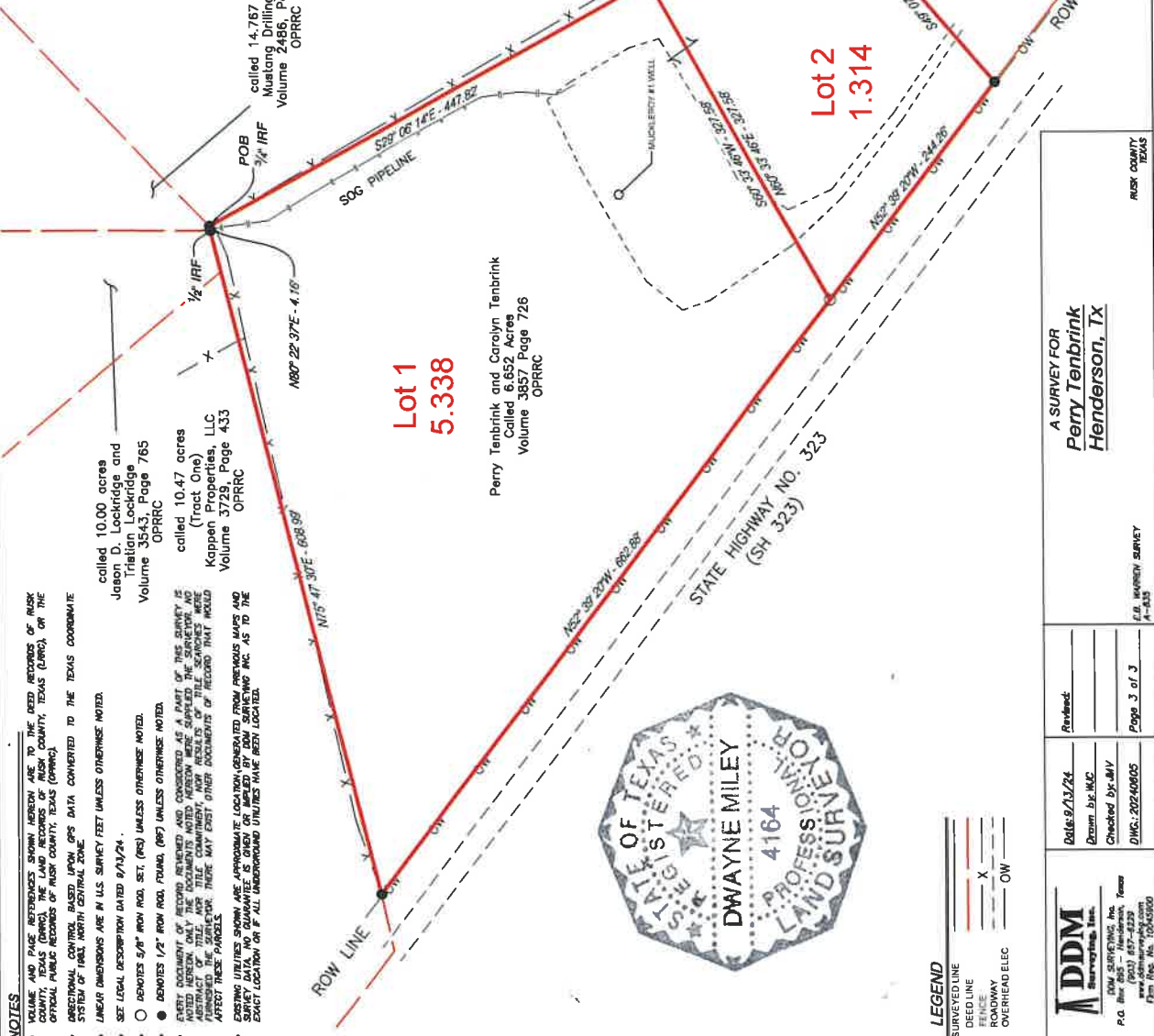
SPECIAL CONSIDERATIONS:

SUPPORTING MATERIALS:

1. Tenbrink Subdivision



A Minor Plat of
Tenbrink Subdivision
Lots 1-2, Block 1
E.B. Warren A-835
City of Henderson
Rusk County, Texas



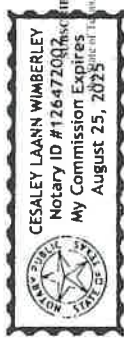
- NOTES**
- VOLUME AND PAGE REFERENCES SHOWN HEREIN ARE TO THE DEED RECORDS OF RUSK COUNTY, TEXAS (OPRC), THE LAND RECORDS OF RUSK COUNTY, TEXAS (LRR), OR THE OFFICIAL PUBLIC RECORDS OF RUSK COUNTY, TEXAS (OPRC).
 - DIRECTIONAL CONTROL BASED UPON GPS DATA CONVERTED TO THE TEXAS COORDINATE SYSTEM OF 1983 NORTH CENTRAL ZONE.
 - LINEAR DIMENSIONS ARE IN U.S. SURVEY FEET UNLESS OTHERWISE NOTED.
 - SET LEGAL DESCRIPTION DATED 8/13/24.
 - DENOTES 5/8" IRON ROD SET, (R) UNLESS OTHERWISE NOTED.
 - DENOTES 1/2" IRON ROD FOUND, (R) UNLESS OTHERWISE NOTED.
 - EVERY DOCUMENT OF RECORD REVIEWED AND CONSIDERED AS A PART OF THIS SURVEY IS NOTED HEREIN. ONLY THE DOCUMENTS NOTED HEREIN WERE SUPPLIED TO THE SURVEYOR AND WERE REVIEWED FOR THIS SURVEY. THERE MAY BE OTHER DOCUMENTS OF RECORD THAT WOULD AFFECT THESE PARCELS.
 - EXISTING UTILITIES SHOWN ARE APPROXIMATE LOCATIONS GENERATED FROM PREVIOUS MAPS AND SURVEY DATA. NO GUARANTEE IS GIVEN OR IMPLIED BY DDM SURVEYING INC. AS TO THE EXACT LOCATION OR IF ALL UNDERGROUND UTILITIES HAVE BEEN LOCATED.

SURVEYOR'S STATEMENT

I, Dwayne Miley, Registered Professional Land Surveyor No. 4164, do hereby certify that this plat was prepared from an accurate survey made under my direction and supervision in the ground during September 24, 2024.

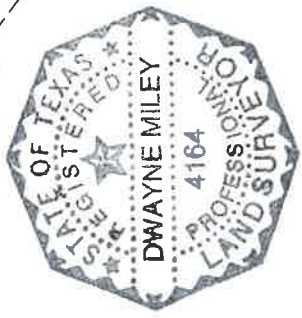
GIVEN UNDER MY HAND AND SEAL this 20th day of September 2024.

Dwayne Miley
Dwayne Miley
Notary Public, State of Texas



OWNER'S STATEMENT

I, Perry Tenbrink am (are) owner(s) of the land shown herein and do hereby certify that the information shown on this plat is true and correct and that I have no objection to the public force the streets, alleys, and easements as shown.



(Signature) _____

SUBSCRIBED AND SWORN BEFORE ME, a Notary Public, in and for the State of Texas, this the _____ day of _____, 2024.

Notary Public, State of Texas

CERTIFICATE OF CITY MANAGER

I hereby certify that all requirements of the "Subdivision Ordinance and Zoning Ordinance" concerning submission and approval of information and data to the City Manager as required for final plat approval have been complied with for the herein referenced subdivision.

City Manager _____

Date _____

APPROVED AND ACCEPTED BY THE CITY COUNCIL OF HENDERSON, TEXAS on this _____ day of _____, 2024.

Mayor _____

City Secretary _____

A SURVEY FOR
Perry Tenbrink
Henderson, Tx

DDM DDM SURVEYING, INC. P.O. Box 1000 Henderson, TX 75626 www.ddmsurveying.com Phone: (409) 837-4339 Fax: (409) 837-4339	Revised: _____ Drawn by: MJC Checked by: MJC DWG: 20240805	Date: 8/13/24 Page 3 of 3	E.B. WARREN SURVEY A-835
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City Council

Agenda Item # 9.

SUBJECT: Consideration and possible action upon adopting the annual Investment Policy for the City of Henderson. (Arnall)

MEETING DATE: October 15, 2024

DEPARTMENT: Finance

CONTACT: Karen Arnall, Finance Director

RECOMMENDED CITY COUNCIL ACTION: Staff recommends to council to approve the City of Henderson's Investment Policy for fiscal year 2024-2025.

ITEM SUMMARY: In accordance with Chapter 2256 of the Texas Government Code (the Public Funds Investment Act), the City's investment policy and investment strategy must be reviewed and approved annually by the City Council. Currently, the investment officers are listed as the City Manager and the Finance Director. The current policy sets the minimum level of reserve funds for the General Fund at \$1.8 million and the Water/Sewer Fund at \$800,000.

BACKGROUND INFORMATION: Council has reviewed this policy every year since the Texas Government Code required it.

SPECIAL CONSIDERATIONS:

SUPPORTING MATERIALS:

1. 2024-2025 INVESTMENT POLICY

CITY OF HENDERSON, TEXAS



INVESTMENT POLICY

October 2024

Investment Policy City of Henderson, Texas

1. Statement of Intent

It is the policy of the City of Henderson (the "City") to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow requirements of the organization.

The City shall administer its investment activities in conformance with Chapter 2256, Texas Government Code (the Public Funds Investment Act). The City shall also administer its investment activities in conformance with any other applicable state and federal regulations, applicable bond resolution requirements, this Investment Policy and related Strategy.

2. Scope

This investment policy applies to all financial assets of the City of Henderson, Texas, at the present time and any funds to be created in the future and any other funds held in custody by the City of Henderson, unless expressly prohibited by law or unless it is in contravention of any depository contract between the City of Henderson and any depository bank. All funds will be pooled for investment purposes and shall include but not limited to the following funds:

- a. General Fund,
- b. Capital Project Fund,
- c. Enterprise Fund,
- d. Special Revenue Fund,
- e. Debt Service Fund, including reserve and sinking funds, and
- f. any new fund created by the City, unless specifically exempted by the Council.

3. Objectives

The primary objectives, in priority order, of the City of Henderson investment activities shall be: Safety, Liquidity, Yield, and Public Trust. It is the policy of the City of Henderson to invest public funds in a manner which is consistent with state and federal law that will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the City. The safety of the principal invested always remains the primary objective. All investments shall be designed and managed in a manner responsive to the public trust.

Safety: Safety of principal is the foremost objective of the investment program. Investments of the City of Henderson shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.

Liquidity: The City of Henderson's investment portfolio will be structured to enable the City to meet all operating requirements which might be reasonably anticipated. The minimum level of reserved funds will equal to the average of at least 60 days of operational expenses. The General Fund reserves should not be less than \$ 1.8 million. The Water & Sewer Fund reserves should not be less than \$800,000.

Yield: It shall be the design of this policy to earn the maximum rate or return allowed on investments with safety as the primary and liquidity being the secondary objectives of the portfolio structure. The maximum allowable stated maturity of any individual investment owned by the City of Henderson shall not exceed two (2) years.

Public Trust: Officials of the City of Henderson with investment authority shall seek to act responsibly as custodians of the public trust. All officials of the City of Henderson shall avoid any transaction which might impair public confidence in the City's ability to govern effectively. The City of Henderson investment portfolio shall be open public records and shall be made readily available upon request by the Mayor and City Council. Reports of the investment portfolio shall be made to the Mayor and City Council monthly.

4. Investment Strategy

The City is required by the "Act" to adopt a written Investment Strategy for individual funds or its fund group as a whole. The following Investment Strategy outlines overall objectives for the funds as a whole. A more dynamic strategy will depend on prevailing market conditions at the time of investment:

- a. *Suitability* - Any investment type eligible in the Investment Policy is suitable for the fund group. Specific bond covenants and cash flow constraints may create additional limitations and will need to be considered.
- b. *Safety of Principal* - All investments will be of high quality securities with no perceived default risk. Although Investment Policy is limited to conservative securities, the Investment Officer for the City shall continually monitor current positions and be aware of potential concerns related to selected investments.
- c. *Marketability* - Securities with active and efficient secondary markets are necessary in the event of an unanticipated cash requirement. The Investment Policy specifically limits authorized investments to those considered most marketable and liquid.
- d. *Liquidity* - To the extent possible, the City will attempt to match its investment maturities with anticipated cash flow requirements. Unless matched to a specific cash flow requirement, the City will not directly invest in securities maturing more than two (2) years from the date of purchase. In general, investment in long-term securities shall be avoided. However, in certain circumstances, where a specific cash flow need is identified, the City may invest in longer-term securities. Such specific cash flow requirements would include the expenditure of construction bond proceeds and debt service funds. Investment pools and money market mutual funds shall provide a competitive yield alternative for short term fixed maturity investments.
- e. *Diversification* – The City shall strive to achieve ample diversification by investing in security types with both fixed and variable rates. In addition, the City shall invest with different issuers and financial institutions to spread potential risks.

Diversification by security types shall be established by the following maximum investment type to the total City investment portfolio:

Depository CDs	100%
U.S. Treasury bills, notes and strips	85%
Federal agency securities	75%
Investment Pools	75%
Money Market funds	25%

- f. *Yield* - Attaining a competitive market yield for comparable security-types and portfolio restrictions is the desired objective. At no time shall the City lengthen its maturities or intentionally assume additional credit risk in attempt to obtain a higher yield. The City's quarterly benchmark, used to help gauge relative performance, shall be the 91-day T-bill average yield for the reporting period.

5. Policy and Strategy Review

The City Council (the "Council") shall review its Investment Policy and Investment Strategy not less than annually. The Council shall adopt a written instrument by resolution stating that it has reviewed the Investment Policy and Investment Strategy. The written instrument so adopted shall record any changes made to either the Investment Policy or Investment Strategy. In addition, the City's investment activities shall be reviewed annually by the City's independent auditors as part of the annual audit process. The objective of the review shall be to ascertain compliance of the City's investment activities with the Investment Policy and Investment Strategy.

6. Investment Officers

The Finance Director and City Manager are authorized to administer the investment activities of the City and, as such, are designated as Investment Officers for the purposes of this policy. The Council may designate, by resolution, additional qualified employees as Investment Officers to be responsible for the administration of the City's investment activities. Authority as Investment Officer is effective until rescinded by the City or until termination of employment.

The Finance Director and City Manager shall attend at least one training session relating to investment responsibilities within 12 months after taking office or assuming duties. On a continuing basis, the investment training sessions must be attended at least once in a two-year period that begins on the first day of a city's fiscal year and consists of the two consecutive fiscal years after that date for at least eight (8) hours of instruction. Such training, from an independent source as approved by City Council, shall include education in investment controls, security risks, strategy risks, market risks, and compliance with the Public Funds Investment Act.

7. Standard of Care

Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived. This "prudent person" standard shall be applied in the context of managing an overall portfolio. Investment Officers acting in accordance with the Investment Policy and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely manner to the Mayor and City Council and that appropriate and immediate action is taken to control adverse developments.

8. Ethics and Conflicts of Interest

Investment Officers shall refrain from personal business activity that could conflict with proper execution of the investment program or that could impair their ability to make impartial investment decisions. Additionally, all Investment Officers shall file with the Texas Ethics Commission and the Council a statement disclosing any personal business relationship with

an entity seeking to sell investments to the City or any relationship within the second degree by affinity or consanguinity to an individual seeking to sell investments to the City.

9. Broker/Dealers

The City recognizes that all investment decisions regarding the City's portfolio are ultimately the responsibility of the City and its Investment Officers. However, all broker/dealers conducting business with the City shall make every reasonable effort to adhere to the spirit, philosophy, and specific terms of this Investment Policy. All investment advisors and broker/dealers shall avoid recommending or suggesting transactions outside the spirit, philosophy, and specific terms of this Investment Policy.

Selection of broker/dealers will be the responsibility of the Investment Officers. Investment Officers will establish criteria to evaluate broker/dealers, including:

1. adherence to the City's policies and strategies,
2. investment performance and transaction pricing within accepted risk constraints,
3. responsiveness to the City's requests for service and information, and
4. understanding of the inherent fiduciary responsibility of investing public funds

Broker/dealers eligible to transact investment business with the City shall be presented a written copy of the City's Investment Policy. A registered principal of the entity shall execute a written instrument certifying substantially to the effect that the registered principal has:

1. received and reviewed the City's Investment Policy, and
2. acknowledge that the entity has implemented reasonable procedures and controls to preclude imprudent investment activities with the City.

The City shall not enter into any investment transaction with a broker/dealer prior to receiving the written instrument described above.

10. Eligible Investments

a. United States Government Obligations

Obligations of the United States government or its agencies and instrumentalities that are explicitly or implicitly guaranteed by the full faith and credit of the United States government.

This shall include U.S. Treasury-bills and Treasury-notes as well as direct obligations of the following Federal agencies: Federal Home Loan Bank (FHLB), Federal National Mortgage Association (FNMA / "Fannie Mae"), Federal Home Loan Mortgage Company (FHLMC / "Freddie Mac") and the Federal Farm Credit Bank (FFCB)

Excluded from eligibility are principal-only and interest-only mortgage backed securities, inverse floaters, Collateralized Mortgage Obligations (CMO's) and any other government securities deemed ineligible by the Public Funds Investment Act.

b. Depository CD

Eligible certificates of deposit are those issued by state and national banks doing business in the State of Texas. To be eligible, certificates of deposit must also be:

1. insured by the Federal Deposit Insurance Corporation (FDIC) or its successor, or

2. secured by obligations meeting requirements of the Public Funds Investment Act, and
3. governed by a Depository Agreement, as described in section 11 of this document, that complies with federal and state regulations for properly securing a pledged security interest.

c. Money Market Mutual Funds

Money Market funds are an eligible investment under this policy if the mutual funds:

1. fully invest all deposits without sales commissions or loads,
2. is registered with and regulated by the Securities and Exchange Commission,
3. has a dollar-weighted average stated maturity of 90 days or fewer,
4. includes in its investment objectives the maintenance of a \$1 net asset value and
5. is continuously rated as to investment quality by at least one nationally recognized investment rating firm of not less than AAA or its equivalent.

The City shall not invest, in the aggregate, more than 25 percent of its monthly average fund balance, excluding bond proceeds and reserves and other funds held for debt service, in eligible mutual funds.

d. Investment Pools

1. Investment pools are an eligible investment instrument under this policy provided investment in any particular pool is approved by the Council by resolution. Eligible investment pools must conform, in every respect, to the Public Funds Investment Act.

The City shall not invest, in the aggregate, more than 75 percent of its monthly average fund balance, excluding bond proceeds and reserves and other funds held for debt service, in eligible investment pools.

11. Collateralization

Consistent with the requirements of state law, the City requires all bank deposits to be federally insured or collateralized with eligible securities. Financial institutions serving as City depositories will be required to execute a Depository Agreement with the City. The safekeeping portion of the Agreement shall define the City's rights to the collateral in case of default, bankruptcy or closing. The City must approve all securities pledged.

a. Collateral Levels

In order to anticipate market changes and provide a level of security for all City funds, the collateralization level in all City Depositories will be no less than 102 percent of the total of all City funds held in each Depository each day. The securities constituting the pledge shall be valued at the lower of par or market value.

b. Safekeeping

The laws of the State and prudent treasury management require that all purchased securities be bought on a delivery versus payment basis and be held in safekeeping by either the City, an independent third party financial institution, or the City's designated banking services depository.

All safekeeping arrangements shall be designated by the Investment Officer and an agreement of the terms executed in writing. The third party custodian shall be required to issue safekeeping receipts to the City listing each specific security, rate, description,

maturity, cusip number, and other pertinent information. Each safekeeping receipt will be clearly marked that the security is held for the City or pledged to the City. All securities pledged to the City for certificated of deposit or demand deposits shall be held by an independent third party bank doing business in Texas. The safekeeping bank may not be within the same holding company as the bank from with the securities are pledged.

12. Safekeeping and Custody

The City shall contract with a bank or custodian for the safekeeping of any securities owned by the City as a part of its investment portfolio. The designated Safekeeping Agent will be responsible for the processing of individual security trades, safekeeping of securities owned by the City and monthly reporting. All securities held by the Safekeeping Agent on behalf of the City shall be evidenced by a safekeeping receipt. The purchase of individual securities shall be executed on a "delivery-versus-payment" (DVP) basis through the City's Safekeeping Agent. The DVP method prevents the City's funds from being released until the City has received, through the Safekeeping Agent, the securities purchased.

13. Internal Controls

The Finance Director shall establish and maintain a system of internal controls over the investment activities of the City. The City's internal controls over investment activities shall be reviewed annually by the City's independent auditor as part of the annual audit process. Any irregularities or suggestions for improvement shall be reported to the Council through the Comprehensive Annual Financial Report or separately issued report as prescribed by the audit engagement agreement.

The Finance Director will monitor, at least annually the credit rating changes in investments and should the rating fall below accepted levels, the Finance Director will immediately advise the City Manager and Council of the loss of rating, the possible loss of principal.

14. Reporting

The Investment Officers shall continually monitor investment activity. Not less than monthly, the Finance Director shall provide a timely comprehensive report to the Council regarding the City's investment activities. The report shall conform to the requirements of the Public Funds Investment Act. Such requirements include but are not limited to:

1. detailed description of the investment position of the City as of the reporting date,
2. stating the book and market value of each asset at the beginning and end of the period,
3. stating the changes to market value of each asset during the period by type of asset,
4. stating the interest earned for the reporting period,
5. stating the maturity date of each asset, and
6. stating the compliance of the portfolio with the Investment Policy, Investment Strategy, and the Public Funds Investment Act.

DULY PASSED AND APPROVED ON THE _____ DAY OF _____, 2024.

Recommended: _____

Executed: _____



City Council

Agenda Item # 10.

SUBJECT: Consideration and possible action upon a policy which prohibits the use of TikTok and certain other social media applications and services on governmental devices. (Abercrombie)

MEETING DATE: October 15, 2024

DEPARTMENT: Administration

CONTACT: Jay Abercrombie, City Manager

RECOMMENDED CITY COUNCIL ACTION: Approval of the Policy

ITEM SUMMARY: DIR and DPS Develop TikTok Policy; Cities Must Adopt Local Policies. The Texas legislature passed S.B. 1863, which prohibits the use of TikTok and certain other social media applications and services on governmental devices. The bill specifically requires cities and other political subdivisions to adopt a policy: (1) prohibiting the installation of TikTok or another covered application on any device owned or leased by the governmental entity; and (2) requiring the removal of TikTok and covered applications from those devices.

BACKGROUND INFORMATION:

SPECIAL CONSIDERATIONS:

SUPPORTING MATERIALS:

1. Henderson's Prohibited Tech Sec. Policy.-Final

CITY OF HENDERSON

Prohibited Technologies Security Policy



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1. Introduction

1.1 Purpose

On September 1, 2023, the Legislature of the State of Texas enacted SB 1893 prohibiting the use of TikTok, and certain social media applications covered under Chapter 620 on devices owned or leased by governmental entities and requiring the removal of covered applications from those devices.

In addition to TikTok, The City of Henderson may add other software and hardware products with security concerns to this policy and will be required to remove prohibited technologies which are on the Texas Department of Information Resources (DIR) prohibited technology list. Throughout this Policy, "Prohibited Technologies" shall refer to TikTok and any additional hardware or software products added to this policy.

1.2 Scope

This policy applies to all City of Henderson's full-time employees, part-time employees, volunteers, and elected officials. All City of Henderson employees are responsible for complying with the terms and conditions of this policy.

2. Policy

2.1 City-Owned Devices

Except where approved exceptions apply, the use or download of prohibited applications or websites is prohibited on all city-owned devices, including cell phones, tablets, desktop and laptop computers, and other internet capable devices.

The City of Henderson must identify, track, and control city-owned devices to prohibit the installation of or access to all prohibited applications. This includes the various prohibited applications for mobile, desktop, or other internet capable devices.

The City of Henderson must manage all city-issued mobile devices by implementing the security controls listed below:

- a. Restrict access to "app stores" or non-authorized software repositories to prevent the installation of unauthorized applications.
- b. Maintain the ability to remotely wipe non-compliant or compromised mobile devices.
- c. Maintain the ability to remotely uninstall un-authorized software from mobile devices.
- d. Deploy secure baseline configurations, for mobile devices, as determined by The City of Henderson.

2.2 Ongoing and Emerging Technology Threats

To provide protection against ongoing and emerging technological threats to the City's sensitive information and critical infrastructure, DIR will regularly monitor and evaluate additional technologies posing concerns for inclusion in this policy.

DIR will host a site that lists all prohibited technologies including apps, software, hardware, or technology providers. The prohibited technologies list current as of January 23, 2023, can be found at Addendum A.

The City of Henderson will implement the removal and prohibition of any listed technology. The City of Henderson may prohibit technology threats in addition to those identified by DIR.

2.3 Policy Compliance

An employee found to have violated this policy may be subject to disciplinary action, including termination of employment.

2.4 Exceptions

TikTok may be installed and used to the extent necessary for providing law enforcement or developing or implementing information security measures and used in compliance with documented measures to mitigate risks to the security of The City of Henderson's information.

PASSED, APPROVED AND ADOPTED by CITY COUNCIL this 15th Day of October 2024.

Jay Abercrombie, *City Manager*

ADDENDUM A

The up-to-date list of prohibited technologies is published at <https://dir.texas.gov/information-security/prohibited-technologies>. The following list is current as of January 23, 2023.

Prohibited Software/Applications/Developers

- TikTok
- Kaspersky
- ByteDance Ltd.
- Tencent Holdings Ltd.
- Alipay
- CamScanner
- QQ Wallet
- SHAREit
- WMate
- WeChat
- WeChat Pay
- WPS Office
- Any subsidiary or affiliate of an entity listed above.

Prohibited Hardware/Equipment/Manufacturers

- Huawei Technologies Company
 - ZTE Corporation
 - Hangzhou Hikvision Digital Technology Company
 - Dahua Technology Company
 - SZ DJI Technology Company
 - Hytera Communications Corporation
 - Any subsidiary or affiliate of an entity listed above.
-



City Council

Agenda Item # 11.

SUBJECT: Consideration and Possible Action appointing Place 1 reappointment of Adam Duey, Place 2 reappointment of Micah Howard and Place 3 reappointment of Brian Ballard and appointment of one new member to HEDCO Board for Place 7 Richard Segura III.

MEETING DATE: October 15, 2024

DEPARTMENT: HEDCO

CONTACT: Buzz Fullen, Mayor

RECOMMENDED CITY COUNCIL ACTION: Council to approve Place 1 reappointment of Adam Duey, Place 2 reappointment of Micah Howard and Place 3 reappointment of Brian Ballard and appointment of one new member to HEDCO Board for Place 7 Richard Segura III.

ITEM SUMMARY:

BACKGROUND INFORMATION:

SPECIAL CONSIDERATIONS:

SUPPORTING MATERIALS:

1. HEDCO

HEDCO

Reappointment

Place 1 – Adam Duey
Place 2 – Micah Howard
Place 3 – Brian Ballard

New Member for years 2024-2026

Banking Rep
Place 7 – Richard Segura III



City Council

Agenda Item # 12.

SUBJECT: Consideration and possible action upon designating an official newspaper for 2024-2025 fiscal year. (Jimerson)

MEETING DATE: October 15, 2024

DEPARTMENT: City Secretary

CONTACT: Cheryl Jimerson

RECOMMENDED CITY COUNCIL ACTION: Approve Hendersson News as the official newspaper for publication.

ITEM SUMMARY: Annually, municipalities are required to select a newspaper for publication on legal documents and public hearings.

BACKGROUND INFORMATION:

SPECIAL CONSIDERATIONS:

SUPPORTING MATERIALS:

1. Newspaper Resolution 2024-10-01

RESOLUTION NO. 2023-09-04

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HENDERSON TEXAS.
DESIGNATING AN OFFICIAL NEWSPAPER FOR THE CITY OF HENDERSON FOR FISCAL
YEAR 2023-2024; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the City Council finds that the Henderson News is a paper of general circulation within the City of Henderson; and

WHEREAS, the City Council finds that the Henderson News: 1) devotes not less than 25% of its total column lineage to general interest items; 2) is published at least once each week; 3) is entered as 2nd class postal matter in the county where published; and 4) has been published regularly and continuously for at least 12 months before the governmental entity or representative publishes notice; and

WHEREAS, the City Council finds that the Henderson News is a publication that meets all the criteria legally required of an officially designated newspaper for the City of Henderson.

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

Section 1.

The Henderson News is designated as the official newspaper for the City of Henderson for the fiscal year 2023-2024, commencing October 1, 2023.

Section 2.

Until September 30, 2024, the City of Henderson shall continue to publish in the Henderson News each ordinance, notice or other matter required to be published by law.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HENDERSON, TEXAS, this 12th day of September, 2023.

APPROVED:

John (Buzz) Fullen, Mayor

ATTEST:

Cheryl Jimerson, City Secretary

HENDERSON FIRE DEPARTMENT



September 2024 Call Log

- Fire Calls: 51
- Medical Calls: 28
- Total Calls: 79
- Inspections: 43
- Hydrants: 139

September 2023 Monthly Report

September 7, 2024, C shift helped with the 1st Annual Patriot Day Memorial Walk. It was a 2.1 mile walk which was the distance of the stairwell from the bottom to the top of the World Trade Center Twin Towers. It was a very touching moment, and we were proud to be part of it.

September 16th, 2024, we were invited to attend the “Start your day with a Hello” at the Wylie Primary premises and on the 17th, Northside. Several departments from the city and county were on hand to greet the school kids and start the day off with fist bumps and high fives. It was a good time for all involved.

In September, HFD and other city and community members on the Paint the Town Pink committee are making final preparations for the event. Pink shirts are ordered and on display at Central Station and many local restaurants have partnered with HFD for the event again this year. The cancer fundraiser has been a great success and continues to grow every year.



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 SEPTEMBER 2024

<u>TYPE OF CALL</u>	<u>CITY</u>	<u>COUNTY</u>
<i>OTHER FIRES (Industrial/other)</i>	1	0
<i>STRUCTURE FIRES</i>	0	0
<i>VEHICLE FIRES</i>	1	0
<i>GRASS FIRES</i>	0	0
<i>ELECTRICAL FIRES</i>	0	0
<i>COOKING FIRES (KITCHEN)</i>	0	0
<i>POWER LINES</i>	0	0
<i>SMOKE CHECKS</i>	0	0
<i>ACCIDENTS (JAWS)</i>	0	0
<i>MVC'S (No Extrication)</i>	6	1
<i>AIRCRAFT STAND-BY</i>	0	0
<i>FUEL SPILLS/GAS LEAKS</i>	4	0
<i>RESCUE</i>	0	0
<i>MEDICAL CALLS</i>	20	8
<i>ALARM MALFUNCTIONS</i>	2	1
<i>FALSE ALARMS</i>	13	0
<i>DISPATCHED AND CANCELED ENROUTE</i>	4	2
<i>UNAUTHORIZED BURNING</i>	5	0
<i>CONTROL BURN (COUNTY ONLY)</i>	0	0
<i>ASSIST OTHER DEPARTMENTS</i>	2	5
<i>MISCELLANEOUS CALLS/PUBLIC SERVICE</i>	3	1
TOTAL	61	18
MILEAGE	154.5	196.2
MANHOURS	133.5	48
TOTAL CALLS		79
TOTAL MILEAGE		350.7
TOTAL MANHOURS		181.5
TRAINING	Paid 56 Vol 6	Total
INSPECTIONS		43
FIRE PREVENTION PROGRAMS		0
PUBLIC RELATIONS EVENTS		7
HYDRANT MAINTENANCE		139
WATER USAGE		2,000



UTHealth East Texas

City of Henderson

August 2024

Emergency Calls Compliance

Compliance
94.2%

Calls
156

Late
11

**Run# - 73012 – Priority 1 – Inter-facility
Total Response Time – 10 minutes 46 seconds**

Delay due to long out of chute.

**Run# - 74544 – Priority 1 – Chest Pain
Total Response Time – 11 minutes 50 seconds**

Delay due to long out of chute.

**Run# - 74966 – Priority 1 – Inter-facility
Total Response Time – 11 minutes 51 seconds**

Delay due to long out of chute.

**Run# - 76311 – Priority 1 – Hemorrhage/Lacerations
Total Response Time – 12 minutes 45 seconds**

Delay due to post-to-post move.

Run# - 76777 – Priority 1 – Breathing Problems
Total Response Time – 09 minutes 45 seconds

Delay due to long out of chute.

Run# - 83684 – Priority 1 – Traffic Accident
Total Response Time – 09 minutes 38 seconds

Delay due to long out of chute.

Run# - 73341 – Priority 2 – Abdominal Pain
Total Response Time – 10 minutes 44 seconds

Delay due to long out of chute.

Run# - 73744 – Priority 2 – Inter-facility
Total Response Time – 11 minutes 09 seconds

Delay due to long out of chute.

Run# - 76255 – Priority 2 – Inter-facility
Total Response Time – 11 minutes 59 seconds

Delay due to multiple calls.

Run# - 80045 – Priority 2 – Inter-facility
Total Response Time – 27 minutes 32 seconds

Delay due to multiple calls.

Run# - 83183 – Priority 2 – Inter-facility
Total Response Time – 10 minutes 19 seconds

Delay due to long out of chute.

	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	July	Aug		Oct
			2022									2023						
CALLS FOR SERVICE	1176	1160	1139	988	1001	1037	1030	975	991	970	1092	1047	1077	1102	1133	1150	1180	1057
OFFICER INITIATED CFS	486	484	414	388	289	362	295	321	299	371	364	331	304	362	424	432	514	460
DISPATCHED CFS	690	676	725	600	712	675	735	654	692	599	728	716	773	740	709	718	666	597
TRAFFIC CITATIONS	59	53	58	71	51	58	48	25	42	53	94	29	74	64	73	117	96	133
WRITTEN WARNINGS	286	274	182	234	168	240	152	185	187	231	241	134	185	170	225	224	285	178
ARREST	23	31	35	21	31	38	35	25	30	31	31	28	27	38	23	37	38	31
ACCIDENTS	21	28	29	21	37	19	44	35	50	35	39	41	39	46	37	28	30	35
DWI ARREST	4	3	0	2	1	2	3	2	3	1	1	1	0	1	2	1	2	0
(included above)																		
INCIDENT REPORTS																		
SENT TO CID	226	230	181	204	231	229	249	212	247	179	240	204	233	280	212	206	191	202
ASSIGNED	226	230	181	204	231	229	249	212	247	179	240	204	233	280	212	206	191	202
SUSPENDED	75	86	98	78	53	126	90	71	86	59	120	141	59	141	117	174	110	72
CLEARED	95	109	56	145	135	121	112	80	84	55	111	102	89	70	127	107	105	95
BURGLARY	5	5	2	19	15	7	14	17	14	3	7	10	23	15	13	6	13	12
ROBBERY	1	4	0	0	0	0	1	3	0	0	2	1	1	0	1	2	1	2
ASSAULT	10	31	22	19	32	28	27	31	26	15	41	29	32	28	21	31	27	26
POCS / POM*	3	3	4	2	0	3	0	1	2	3	2	2	1	2	1	6	8	4
SEXUAL ASSAULT	1	1	0	0	0	4	0	0	0	2	0	3	2	3	1	1	1	0

* Includes marijuana, cocaine, etc.

Nov	Dec	Jan	Feb	Mar	April	May		July	Aug	Sept
		2024								
1019	1218	1033	974	996	1134	1261	1104	1038	1081	1076
454	591	393	435	435	418	500	411	358	372	356
565	627	640	539	561	716	761	693	680	709	720
152	104	80	78	74	106	113	82	74	82	83
182	324	244	262	263	245	320	233	198	217	183
22	42	19	28	34	31	24	25	22	27	44
21	35	45	23	35	39	36	34	28	33	36
2	5	2	2	2	1	1	4	0	2	2
148	197	176	148	159	218	186	190	210	173	231
148	197	176	148	159	218	186	190	210	173	231
90	91	85	63	63	87	104	85	80	125	79
77	103	102	73	74	123	65	83	71	111	97
10	6	1	10	9	6	7	6	11	13	11
2	0	0	0	0	4	0	0	0	0	2
18	26	29	24	23	22	23	32	12	19	30
5	2	2	5	4	0	3	2	4	0	0
1	0	0	2	1	3	2	0	1	1	1

**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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Memo



To: Jay Abercrombie, City Manager

From: Chad Taylor, Chief of Police

cc: Cheryl Jimerson, City Secretary

Date: October 1, 2024

Re: Henderson Police Department Monthly Report



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

The Henderson Police Department had a great and busy month in September. We interacted and visited with our citizens at our Mid-Morning Coffee hosted by AT&T, participated in the Patriot Day Memorial Walk for Fire and attended ribbons for new. Calls for service were down this month. Arrest were up this month due to assaults.

September 7, 2024– Officer Kendall Casey working at the Patriot Memorial Walk in downtown Henderson.



September 12, 2024 – Lt. Jarrod Finley, Stacey Strong, and other officers at Midmorning Coffee at Allcom AT&T





September 13, 2024 – Sgt. Helton and Stacey Strong at the Ribbon Cutting for Friends of the Rusk County Library.





September 20, 2024 – Chief Taylor, Stacey Strong, and Sgt. Helton at the Ribbon Cutting for Gringos Gutters.



September 20, 2024 – Chief Taylor, Sgt Helton, Stacey Strong at the Fall Festival hosted by Brookdale.



September 20, 2024 – Charles Helton and Sgt. Brian Graham at a corn hole rematch at Brookdale – First Responder edition.







September 24, 2024 – Chief Taylor, Sgt Helton, Stacey Strong at Ribbon Cutting for Booker’s Dude Ranch.



September 27, 2024 – Chief Taylor, Sgt. Helton, and Lt. Jarrod Finley at See you at the Pole Full Armor School



September 26, 2024 – Chief Taylor and several other officers at Coffee with Cops at Herschels.







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

10/02/2024

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

Training report for the month of September

Total number of officers with license certification **2**

Total number of officers moved from certificate to basic- 0

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- 0

Total number of Telecommunicators with a temporary license – **1**

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 September-**124.50**

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

Henderson Animal Center and Protection

Monthly Report

Month of: September

Year: 2024

Inside City Limits

Number of Dogs:	3	Year to Date:	67
Number of Cats:	19	Year to Date:	159
Number of Others:	0	Year to Date:	16
TOTAL Number of Animals:	22	Year to Date:	242

ACOPU

Number of Dogs:	18	Year to Date:	183
Number of Cats:	13	Year to Date:	104
Number of Others:	4	Year to Date:	82
TOTAL Number of Animals:	35	Year to Date:	369

Outside City Limits

Number of Dogs:	3	Year to Date:	63
Number of Cats:	10	Year to Date:	61
Number of Others:	0	Year to Date:	16
TOTAL Number of Animals:	13	Year to Date:	140

Rusk County Sheriff's Department

Number of Dogs:	1	Year to Date:	1
Number of Cats:	0	Year to Date:	0
Number of Others:	0	Year to Date:	0
TOTAL Number of Animals:	1	Year to Date:	1

City of Overton

Number of Dogs:	0	Year to Date:	1
Number of Cats:	0	Year to Date:	1
Number of Others:	0	Year to Date:	0
TOTAL Number of Animals:	0	Year to Date:	2

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:	24	Year to Date:	313
Number of Cats:	42	Year to Date:	324
Number of Others:	4	Year to Date:	114
TOTAL this Month:	70	Year to Date:	751

Animals Reclaimed

Number of Dogs:	4	Year to Date:	71
Number of Cats:	0	Year to Date:	8
Number of Others:	0	Year to Date:	0
TOTAL this Month:	4	Year to Date:	79

Animals Adopted

Number of Dogs:	16	Year to Date:	214
Number of Cats:	24	Year to Date:	263
Number of Others:	0	Year to Date:	50
TOTAL this Month:	40	Year to Date:	527

<i>Monthly Adoption Breakdown:</i>	<i>Dogs Adopted:</i>	16	<i>Dogs Rescued:</i>	0
	<i>Cats Adopted:</i>	11	<i>Cats Rescued:</i>	13
	<i>Others Adopted:</i>	0	<i>Others Rescued:</i>	0

Animals Euthanized

Number of Dogs:	2	Year to Date:	39
Number of Cats:	1	Year to Date:	9
Number of Others:	0	Year to Date:	1
TOTAL this Month:	3	Year to Date:	49

<i>Monthly Euthanasia Breakdown</i>	<i>Sick:</i>	<i>Injured:</i>	<i>Aggressive:</i>
<i>Dogs:</i>	0	0	2
<i>Cats:</i>	1	0	0
<i>Other: (Non-Wildlife)</i>	0	0	0

<u>Animals Held for Rabies Quarantine:</u>	3	Year to Date:	31
<u>Animals Tested for Rabies:</u>	1	Year to Date:	16
<u>Animal Complaints Received:</u>	529+	Year to Date:	7,351+
<u>Deceased on Arrival (disposal):</u>	5	Year to Date:	62
<u>Died in Care:</u>	2	Year to Date:	16

Animal Protection Activity

Warnings Issued:	25	Year to Date:	218
Citations:	1	Year to Date:	68
Calls for Service during hours:	74	Year to Date:	1,062
Calls for Service after hours:	3	Year to Date:	25
Seizures:	0	Year to Date:	3
Wildlife Euthanasia (sick or injured):	0	Year to Date:	3
Wildlife Release:	4	Year to Date:	35
Traps Set:	22	Year to Date:	323

CITY WAITING LIST:

TOTAL ADDED this Month:	24	Total to Date:	533
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COUNTY WAITING LIST:

TOTAL ADDED this Month:	50	Total to Date:	3, 937
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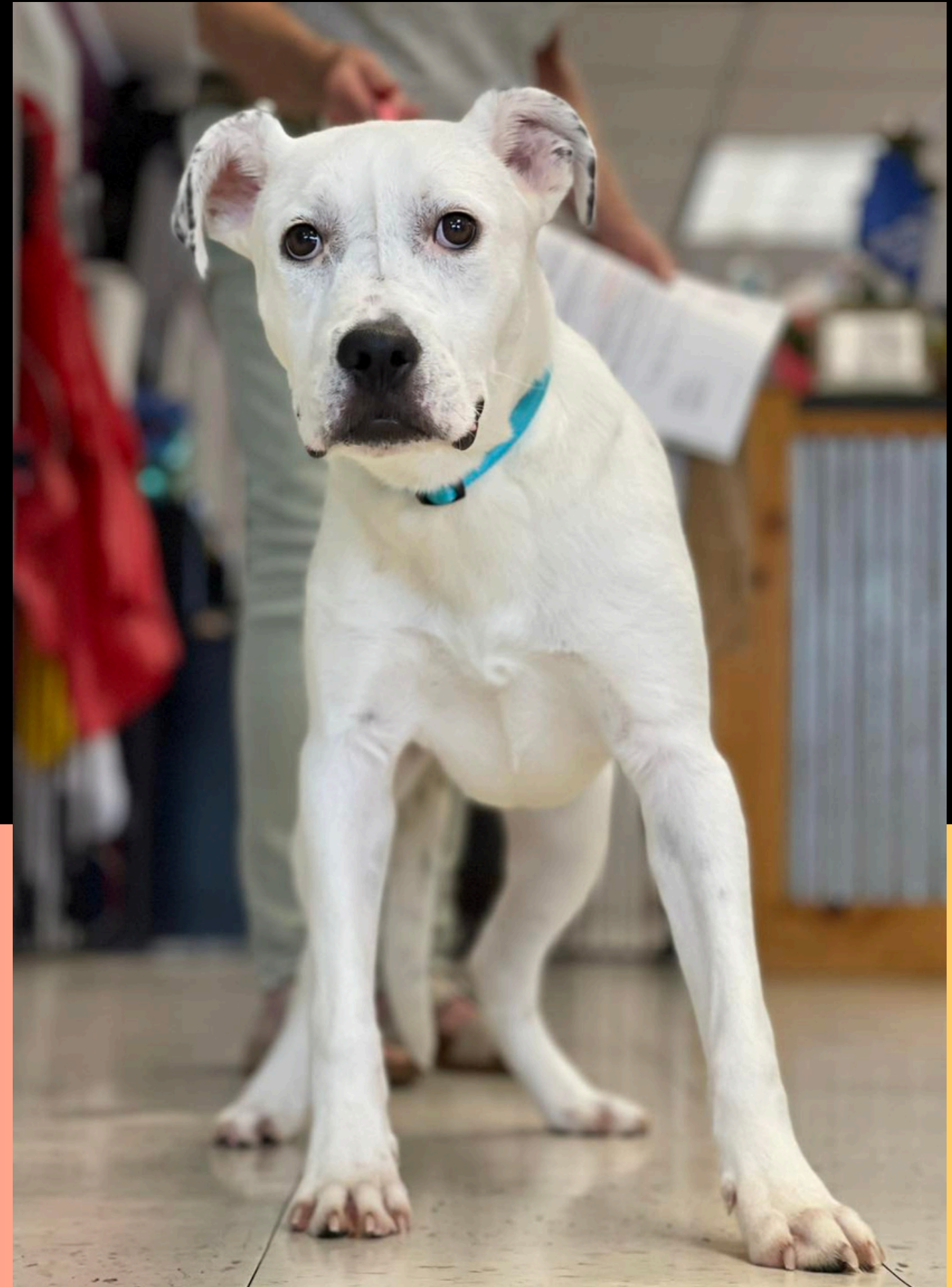
TOTAL ANIMALS ADDED TO WAITING LIST:

TOTAL ADDED this Month:	74	Total added to list to Date:	4,470
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Animal Center and Protection

Activity Report

September
2024



Clear the Shelter Month

We wrapped up Clear the Shelter Month with a great weekend event!

ClearTheShelters.com
#ClearTheShelters



10 YEARS

CLEAR THE SHELTERS

Hill's
Transforming Lives

Henderson Animal Center and Protection

Henderson Animal Center and Protection

Clear the Shelter
SATURDAY SEPTEMBER 7TH 10AM-2PM
Adoptions Delicious Food Grooming

Kalesa
Filipino Cuisine
EST 2021

Scrumptious!
Cupcakes & Desserts

The Dog Wash Co.
The bubbles come to you





Clear the Shelter

SATURDAY SEPTEMBER 7TH 10AM-2PM



There will be a delicious spread for those who attend!
&
Adopters will receive a gift card!



Clear the Shelter

SATURDAY SEPTEMBER 7TH 10AM-2PM



50% off nail trims
25% off baths for adopters
10% off baths for attendees

Price List

DEEP CLEANSING BATHS

SMALL 5-20LBS	\$60
MEDIUM 20-55LBS	\$65
LARGE 55-85LBS	\$70
XL 85+LBS	\$80

ALL BATHS INCLUDE: DEEP CLEANSING, NAIL TRIM (ADD \$5 FOR BUFF), EAR CLEANING, DRY, BRUSH, AND PERFUME/COLOGNE (IF DESIRED)

À LA CARTE SERVICES

NAIL TRIM	\$20
NAIL BUFF	\$25
EAR CLEANING	\$15
EAR PLUCKING	\$20
ANAL GLANDS (INTERNALLY)	\$30
SANI TRIM	\$20
PAW CLEAN-UP	\$30

A LA CARTE SERVICES ADDED ONTO BATH WILL BE 50% OFF

PRICES LISTED ABOVE AND OVER THE PHONE ARE ESTIMATES. A PRICE WILL BE CONFIRMED UPON MEETING WITH YOU AND YOUR PET. COST MAY VARY DEPENDING UPON SIZE, BREED, COAT, QUALITY OF COAT (I.E. MATS), AND TEMPERAMENT. THERE WILL BE A \$15 FUEL CHARGE FEE IF OVER 30MINS AWAY.

TheDogWashCo24@gmail.com



Clear the Shelter

SATURDAY SEPTEMBER 7TH 10AM-2PM



Kalesa House



Food Truck Menu



BBQ Chicken



Pansit



Pork Adobo



Fried Siomai



Chicken Curry



The OG Lumpia

#1 - Pork Adobo Plate

Served over fried rice with a side of Lumpia - \$13

#2 - BBQ Chicken Plate

Served with Pansit (stir fried noodles with vegetables) or fried rice and a side of Lumpia - \$13

#3 - Pansit Plate

Stir fried noodles and veggies served with 2 Lumpia - \$13

#4 Chicken Curry Plate

Served over fried rice and a side of flat bread - \$13

"Filipino Fried Goodness"

"OG" Lumpia (our original recipe) \$1.25 each

Siomai (fried dumplings) - \$1.25

903.280.0805

Tyler, TX







Strays for Days

Our officers have been very busy taking care of citizen and animal needs.





Adoptions



The Dog Wash Co. came back to set up for grooming services and brought some people our way!



The Dog Wash Co.
The bubbles come to you

Henderson Animal Center and Protection

10% off
baths and
nail trims!

Thursday
September 26
9am-1pm

1201 Highland Dr
Henderson, TX

A promotional graphic for The Dog Wash Co. featuring a light purple background with floating bubbles and hearts. In the center is a photo of a golden retriever wearing a colorful bandana. The top left has a circular logo for 'The Dog Wash Co.' with a paw print and the tagline 'The bubbles come to you'. The top right has a circular logo for 'Henderson Animal Center and Protection' with a heart-shaped paw print. The bottom left features large, stylized text announcing '10% off baths and nail trims!'. The bottom right provides event details: 'Thursday September 26 9am-1pm' and the location '1201 Highland Dr Henderson, TX'.



We are preparing for our Bark in the Park at the Syrup Festival this year! There are vendor, sponsor, and participation opportunities! We will also have food trucks and animal related vendors and resources for pet owners.



BARK IN THE PARK

- JOINS THE SYRUP FESTIVAL -
NOVEMBER 9, 2024

LOCATED AT FAIRPARK FARMERS MARKET BEHIND
COMMUNITY CENTER.
TRANSPORT AVAILABLE TO HUB FROM DOWNTOWN!

PET PARADE
PET SHOW
PRO-AM TRAINER CHALLENGE
ADOPTION EVENT
MERCHANDISE
FOOD

HENDERSON TX ANIMAL CENTER'S

2024 PRO-AM Trainer Challenge



POTENTIAL TRAINERS, VENDORS, FOOD TRUCKS
SIGN UP HERE!

HENDERSON TX ANIMAL CENTER'S

2024

PRO-AM

Trainer Challenge





Meets
Syrup Festival!



AMATEUR



REGISTER
TODAY!


BRING YOUR PUP AND FAMILY OUT TO

BARK IN

at the Syrup Festival

THE PARK

9:00 AM - PET PARADE/PET SHOW REGISTER

9:30 AM - PET SHOW

10:30 AM - PRO-AM TRAINER CHALLENGE

FOOD AND SHOPPING AVAILABLE AT LOCATION

11:30 AM - ADOPTION EVENT

LOCATED AT THE FARMERS MARKET PAVILLION AT FAIRPARK

HERITAGE SYRUP FESTIVAL | HENDERSON, TX

TRANSPORTATION AVAILABLE FROM

DOWNTOWN TO FAIRPARK

NOVEMBER 9, 2024



HENDERSON TX ANIMAL CENTER'S

2024

PRO-AM

Trainer Challenge



We currently have many sweet, beautiful cats at the center ready for adoption.



September 28th was World Rabies Day and we helped spread the word!

Top 5 Rabies Carriers

DO NOT HANDLE OR GO NEAR THESE! CONTACT OUR OFFICE OR HPD IMMEDIATELY IF YOU SEE ANY OF THESE THAT ARE INJURED, SICK, AGGRESSIVE, OR IF YOU'VE HAD CONTACT WITH THEM VIA BITE, SCRATCH, OR MUCOSAL EXPOSURE. LEAVE WILDLIFE HANDLING TO PROFESSIONALS.



 RACCOONS	 SKUNKS	 BATS	 FOXES	 COYOTES
Tips: DO NOT PET OR HANDLE!	DO NOT FEED!	YOU CAN'T TELL THAT AN ANIMAL HAS RABIES FROM LOOKING AT IT.	IF BITTEN OR SCRATCHED, WASH THOROUGHLY WITH SOAP AND WATER AND CONTACT A DOCTOR AND LAW ENFORCEMENT IMMEDIATELY!	KEEP YOUR PETS (INDOOR AND OUTDOOR) UP TO DATE ON RABIES AND OTHER VACCINES.
HENDERSON ANIMAL PROTECTION 903-657-7651		HENDERSON POLICE DEPARTMENT 903-657-3512		TEXAS DSHS PUBLIC HEALTH REGION 4/5 903-533-5264



We are grateful for the donations from the public via our Amazon Wishlist!



We welcomed Cynthia and Dakota to the team!







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/Dennis Williams

RE: Summary for the Month of September 2024

MONTHLY TOTALS BUILDING CONSTRUCTION VALUE: September 2024 \$11,068,880.00

MONTHLY TOTALS BUILDING CONSTRUCTION VALUE: September 2023 \$3,946,240.18

ANNUAL TOTAL BUILDING CONSTRUCTION VALUE: TO DATE 2024 \$17,886,184.00

ANNUAL TOTAL BUILDING CONSTRUCTION VALUE: Thru September 2023 \$24,359,693.40

BUILDING INSPECTORS REPORT

CODE ENFORCEMENT REPORT

Building Inspections	13	Food Establishment Inspections	10
Electrical Inspections	32	Food Truck/Trailer Permits	3
Plumbing Inspections	31	High Grass & Weeds	8
Mechanical Inspections	10	Junk Vehicles	2
Stop Work Orders	0	Illegal Signs	1
Other-Driveway, slab, etc.	7	Sub-Standard Structure Inspections/Notifications	0
Residential Plan Review	4	Illegal Dumping /Road debris/Illegal storage	0
Commercial Plan Review	3	Restaurant Grease Trap Inspection	0
Sign Permits Review	6	Abatements	3
Certificate of Occupancy	4	Other	0

Commercial Building Permits Issued	5
Residential Building Permits Issued	7
Commercial Roof Permits issued	1
Residential Roof Permits Issued	2
Demo Permits Issued	3
Residential Fence Permit Issued	2

Submitted by: Cliff McElfresh, Community Development Mgr.

Date:9/04/2024



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

From: Karen Arnall, Finance Director

Subject: Monthly Report

Date: October 4, 2024

- Investment Report for Aug 2024-see attached report
- Hotel-Motel Occupancy Tax for Aug 2024-see attached report

Water/Sewer/Garbage Billing Recap Month Ending 8/31/2024

Type of service	Amount Billed	Consumption Billed	Count	
Garbage	\$ 172,180.74	-	5,490	-
Sales tax on garbage	\$ 12,907.54	-		-
Sewer Charges	\$ 216,629.28	45,395,080	4,466	-
Water Charges	\$ 313,128.99	78,889,580	4,797	
Sprinkler	\$ 32,262.32	6,387,100	367	-
Penalty	\$ 13,606.68	-	903	
Water Taps	-	-	-	-
Sewer Taps	-	-	-	-
Service Chg/Back Flow	\$ 365.75	-	5	
Total Billing	\$ 761,081.30	130,671,760	16,028	

**INVESTMENT SUMMARY REPORT
OCTOBER 1, 2023-AUGUST 31, 2024**

FUND	AMOUNT												INT		
	INVESTED OCT 1,2023	Oct Change	Nov Change	Dec Change	Jan Change	Feb Change	Mar Change	Apr Change	May Change	Jun Change	Jul Change	Aug Change	TOTAL INVESTED	RECEIVED IN AUG	Y-T-D INTEREST
GENERAL FUND	752,144	-457,808.00	12,844.00	-119,255.00	-24,312.00	1,653,969.00	-1,417,209.00	-170,039.00	-53,811.00	19,941.00	-82,871.00	213,434.00	327,027	5,032	77,044
GF-RESTRICTED	66,498	0.00	0.00	504.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	67,002		
GF-MIN. RESERVE	1,200,000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000,000		
GF-MISC A/R	210,000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	210,000		
GENERAL -DEBT	401,293	4,296.00	-141,439.00	365,767.00	309,515.00	358,865.00	-86,501.00	24,064.00	12,377.00	10,329.00	-431,530.00	-352,402.00	474,634	1,973	26,419
GENERAL CONSTR.	81,846	-13,207.00	25,186.00	-54,833.00	5,040.00	63,474.00	-54,497.00	95,306.00	-20,121.00	-60,635.00	-12,763.00	88,226.00	143,022	378	2,696
EQUIPMENT REPL	521,017	1,029.00	-267,290.00	974.00	-27,114.00	944.00	124,063.00	1,363.00	1,416.00	-98,655.00	1,110.00	-13,110.00	245,747	1,107	12,563
STREET & DRAINAGE	6,442	2,060,915.00	-8,248.00	4,203.00	5,452.00	-1,389.00	-27,503.00	46,182.00	-5,600.00	-33,010.00	96,672.00	-48,438.00	2,095,678	9,373	96,361
CEMETERY FUND	71,017	436.00	235.00	837.00	638.00	813.00	832.00	820.00	772.00	961.00	172.00	5,786.00	83,319	267	1,907
ANIMAL SHELTER	45,555	114.00	486.00	2,279.00	-153.00	415.00	356.00	768.00	35.00	895.00	587.00	164.00	51,501	164	1,171
W/S FUND	139,143	-62,397.00	105,742.00	-150,675.00	292,092.00	838,885.00	-868,986.00	30,117.00	-243,471.00	86,867.00	-55,450.00	-37,535.00	74,332	3,516	41,389
W/S MIN.RESERVE	800,000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	400,000		
W/S- DEBT SERVICE	21,774	12.00	12.00	12.00	12.00	49,012.00	-19,932.00	164,861.00	687.00	666.00	-197,054.00	8,304.00	28,366		
W/S-RESTRICTED	106,592	0.00	0.00	1,631.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	108,223		
W/S CONSTR.	78,737	-33,058.00	32.00	4,034.00	34.00	-22,930.00	91.00	88.00	1,411.00	-19,421.00	12,080.00	72.00	21,170	72	735
MAIN STREET	12,966	-1,255.00	-308.00	-3,051.00	-8.00	15,981.00	-2,207.00	-1,226.00	-2,865.00	-211.00	-1,633.00	-132.00	16,051	51	420
TOURISM	229,928	896.00	-12,126.00	-2,532.00	-15,653.00	-12,151.00	-2,013.00	24,692.00	-185.00	25,296.00	-70,753.00	-5,441.00	159,958	536	4,963
CIVIC CENTER	83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	84	1	1
INSURANCE RESERVE	11,471	4.00	4.00	5.00	4.00	34.00	37.00	35.00	37.00	36.00	37.00	37.00	11,741	37	270
2018 BOND SERIES	832,011	2,423.00	-118,628.00	2,492.00	2,494.00	-41,920.00	1,823.00	2,792.00	-61,800.00	-111,803.00	-312.00	-16,949.00	492,623	1,531	27,061
TOTALS	5,588,517	1,502,400.00	-403,498.00	52,392.00	548,041.00	2,904,002.00	-2,351,646.00	219,823.00	-371,117.00	-178,744.00	-741,708.00	-157,984.00	6,010,478.00	24,039	293,000

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
Aug 2024

DATE RECEIVED	TAX FOR MONTH	HOTEL NAME	TAXABLE MONTHLY RECEIPTS	7% TAX	1% RETAINER	AMOUNT PAID
9/20/2024	Aug	Baymont Inn	92,390.00	6,467.30	64.67	<u>6,402.63</u>
9/2/2024	Aug	Budget Inn (Sawan LLC)	14,639.63	1,024.77	10.25	<u>1,014.53</u>
9/18/2024	Aug	Economy Inn	4,639.84	324.79	-	<u>324.79</u>
9/1/2024	Aug	Holiday inn Express(Jayani Investments)	138,542.00	9,697.94	96.98	<u>9,600.96</u>
9/1/2024	Aug	Woodlawn Hills (Patel & Sons LTD)	43,400.00	3,038.00	30.38	<u>3,007.62</u>
9/4/2024	Aug	Motel 6	65,549.37	4,588.46	45.88	<u>4,542.58</u>
		Totals	359,160.84	25,141.26	248.16	24,893.10

HEDCO SALES TAX RECEIPTS HISTORY

Sales Month	Check	1992-1993	1993-1994	1994-1995	1995-1996	1996-1997	1997-1998	1998-1999	1999-2000
	Received Month								
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	2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
	Received Month								
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	189,000
NOVEMBER	JANUARY	96,254	100,353	110,701	110,843	112,738	145,911	168,489	204,304
DECEMBER	FEBRUARY	123,378	147,969	139,736	141,342	161,211	185,516	227,918	198,983
JANUARY	MARCH	101,565	97,139	105,806	113,262	116,200	140,154	138,614	158,683
FEBRUARY	APRIL	97,772	102,039	102,197	106,063	99,301	127,489	169,500	163,252
MARCH	MAY	151,778	148,855	141,682	147,519	168,499	230,335	229,210	209,555
APRIL	JUNE	99,509	128,332	111,569	130,329	143,875	157,730	180,538	168,813
MAY	JULY	98,978	111,018	118,162	150,050	147,755	155,829	206,674	177,461
JUNE	AUGUST	111,408	141,389	135,709	169,353	168,612	192,135	235,730	222,159
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	2,074,490
Average Monthly Sales Tax:		109,594	117,501	121,330	127,910	136,026	162,885	189,579	188,590
Annual % Change Over the Previous Year		-0.09	7.21%	3.26%	5.42%	6.35%	19.75%	16.39%	-8.81%

CIVIC CENTER/PAVILION MONTHLY REPORT

SEPTEMBER

2024

CIVIC CENTER

Rental

		Hughes Wedding, Burl's 1st Responder Luncheon, Villalta Quince, Family \$ Regional Meeting, Williams Reunion, Renaissance Club Purse Bingo, HEDCO Luncheon, Garmon
Entire Hall	8	Wedding
1/3 Hall	3	Bowman Oil, New Beginnings, Morales,
2/3 Hall	3	Arlem Grove Revival x3,
		West, Renaissance Club, Arabella of Kilgore, Juarez,
Reception Room	8	Edward Jones Luncheon, Williams, Main St Board meeting, Varied Arts Club, Russo, Hughes Wedding,
Board Room	8	Body Shop Wellness x 2, Duke x2, Women's Forum, FFA Meeting, Hughes Wedding, Garmon Wedding
TOTAL	30	

PAVILIONS

Rental

Yates Park	6	Bradbery, 1st Bapt, Blanton, 1st Bapt, Anthony, Jones Jourdan, Thomas, Russell, Thompson, Henderson, Price,
Fair Park	10	Williams, Charlton, Zalham, Boothe
Lake Forest-Lion	4	Wakefield, Pool, Wolfe, Black
Lake Forest-Mann	1	Bissette
Lake Forest-Azalea	1	Jaime
Lake Forest-Gazebo		
Lake Forest-Plaza		
TOTAL	22	



SYRUP FESTIVAL

We have applications from 209 vendors so far, with more coming in every day. We are turning away food vendors, as we are already out of space. We have fielded calls and visits from a couple of out-of-town groups planning to visit the Festival and wanting information about where to park and where to stay for the night. We continue to spend a majority of our time processing incoming applications and trying to determine where we're going to put everyone.

EXPEDITION TEXAS

Henderson will be one of four featured cities on Expedition Texas' Christmas series. Host Bob Mauldin will be in town during the Downtown Christmas Open House at the end of October and the Syrup Festival. A full film crew will be in town December 5 to film anything Christmas-related going on, including the parade. Our episode is currently scheduled to air on Dec. 21.

MAIN STREET BI-ANNUAL SITE VISIT

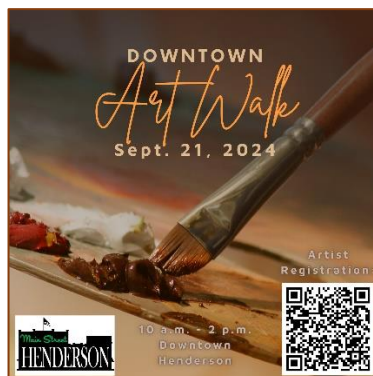
Friday, August 9 representatives from the Texas Historic Commission's Main Street Coordinating Board came to town for our required biannual site visit. We spent the morning touring downtown and talking about our vision and plans for downtown. In the afternoon, THC staff made a presentation to staff and Main Street board members about our score on the annual assessment and areas in which we can improve. They reviewed the rubrics required for the city to reach accreditation again.

CALENDAR EVENTS

- | | |
|----------|---|
| August 6 | Meeting with Panola Publishing re: Heritage Syrup Festival
Syrup Festival logistics planning meeting |
| 9 | TMSP Site Visit |
| 12 | TMSP Manager Training via Zoom |
| 21 | THC Design Team Meeting |
| 27 | Henderson Main Street & Preservation Committee meetings |
| 28 | Meeting at KETK to design and build Syrup Festival TV commercial |



TMSP Coordinator Chris Moore speaks to Henderson Main Street staff and board



We have been working with the Downtown Merchants Association to plan the Fall Fling and Art Walk on Saturday, September 21.



HERITAGE SYRUP FESTIVAL

Planning for the Syrup Festival and vendor applications have filled the vast majority of our time this month. We have received more than 300 vendor applications and had to start turning away food vendors two weeks before the deadline. Now we begin the process of assigning vendors to spots and ensuring we have enough space for those we'd like to attend. We may have to add another street to our vendor area. All Syrup Festival volunteers and staff will receive tee shirts for the day so they can be recognized by guests needing assistance. We have also begun offering print-on-demand online sales for our Sally The Mule logo, available at <https://www.bonfire.com/2024-heritage-syrup-festival/>



EXPEDITION TEXAS

Planning continues for the Christmas episode of "Expedition Texas" that will air on Dec. 21 and feature our Christmas parade and other holiday events around town. Phedra and I went to Tyler at the end of the month to record an Expedition Texas podcast episode about Henderson in general and to tease the upcoming Christmas episode.

TOURISM & MAIN STREET

I was elected treasurer for the Northeast Texas Tourism Council at our November meeting in Paris.

We have ordered promotional materials for Main Street businesses and for events like the Sept. 21 Fall Fling and Artwalk, as well as for the Nov. 9 Syrup Festival. We continue to promote all downtown activities and provide support where possible. Our office organized the ArtWalk, including registration and finding locations for artists. The Fall Fling was a great success with high traffic numbers throughout the day and downtown businesses reporting a very profitable day.

The Henderson Main Street Board now has its own Facebook group, where they plan to share weekly information about the local program and what we're doing, as well as information from the national and state programs.



CALENDAR EVENTS

- 9/9 Meeting with antique car club; Texas Main Street online training
- 9/10 Meeting with Sicooustics to finalize sound system for Syrup Festival
- 9/12 Midmorning Coffee
- 9/13 National Night Out meeting
- 9/18 Northeast Texas Tourism Council meeting in Paris
- 9/19 KWRD Morning Radio Show re: Fall Fling and Artwalk
- 9/21 Fall Fling and Downtown Artwalk
- 9/24 Historic Landmark Preservation Committee and Main Street Henderson Advisory Board meetings



City of Henderson

Monthly Report

To: Mayor and City Council Members

From: Cristina Soriano, Juvenile Case Manager

Date: October 4, 2024

Re: September 2024 Monthly Report

MUNICIPAL COURT

Fines collected for 2023-2024 year – \$178,296.15 from 6547 transactions

Fines collected for 2022-2023 year- \$163,249.20 from 6363 transactions

Fines Collected June 2024 - \$14,130.25 from 528 transactions

Fines Collected June 2023 – \$13,062.40 from 490 transactions

Virtual open Court Cases Scheduled 39 Appeared 24 by virtual and including walk-ins

City of Henderson
Main Street Department
1500 Lake Forest Parkway
Henderson, Texas 75652



Telephone: 903-392-8232
Fax: 903-657-7327
www.mainstreethenderson.com

MINUTES
HENDERSON MAIN STREET ADVISORY BOARD MEETING

Tuesday, August 27, 2024 – 12:15 pm,
Henderson Civic Center Board Room
1500 Lake Forest Parkway, Henderson, Texas 75652

Board Members Present:

Brooke Dover	Michael Loosier
Kelly Bumgardner	Misty Evans
Leon Harris	Ben Patterson

Board Members Asent:

Bonnie Geddie

Ex-Officio Members Present:

Alexa Duke, Tourism/Main St. Coord.	Stephanie Kimbrell, Civic Center Manager
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Called to order by President at 12:22 p.m.

1. There was no Citizen Presentation.
2. Kelly Bumgardner made the Downtown Association Report. The elf has been procured for an “Elf on the Shelf” Christmas promotion among downtown merchants. Customer will collect a drawing entry for each day they find the elf, with the prize drawing to be made and winner announced at the Christmas parade. Kelly will draw up the location schedule, beginning at the Christmas Open House on Nov. 2. She has distributed the downtown event rack cards to all retail stores and restaurants downtown.
3. July 23, 2024 Minutes were unanimously approved on a motion from Kelly and a second from Michael.
4. July, 2024 Financials were unanimously approved on a motion from Kelly and a second from Brooke.
5. Consider and act upon:
 - a. The final mural design for 128 E. Main was tabled on a motion from Kelly and a second from Michael.
 - b. Downtown events in September and October were reviewed with no action taken.
 - c. Social media/website progress was discussed, with Alexa to schedule training, if possible, with the city’s marketing director. She will also ask to have a Main Street page integrated into the city’s main website.
 - d. The Mardi Gras fundraiser will be held downtown in 2025, but we will keep the Civic Center reservation as weather back-up. Ben will work with Bonnie to plan the event.
 - e. The board considered parts of the bylaws that may need to be changed, specifically the attendance requirements should require attendance at a minimum of 75% of meetings, as required by the national Main Street Association, instead of prohibiting more than 3 consecutive absences. Sign and façade grant applications need to be revised to include more recent or popular techniques, including window painting, heat wrap murals, etc. No action was taken, but the Organization committee will review needed changes and bring back suggestions. Ben volunteered to begin recruiting new committee members.
 - f. Ben presented grant opportunities he discovered. He suggested the Catalog for Domestic Federal Assistance, under the SAM.gov tab, for board members to research federal grants that we might be interested in.

- g. There was a discussion about how we can increase the visibility of the Main Street Program. Alexa will develop a logo-based frame that can be added to our social media photos to brand our activities.
- 6. Committee Reports:
 - a. Organization - none
 - b. Economic Restructuring – Michael reported ETAB will be moving out to the highway. There has been some interest expressed by new businesses in that location.
 - c. Promotion & Design - none
- 7. Main St. Coordinator Report - none
- 8. President's Report – Leon spoke to the sign company about the Strand sign, and he said he needs to meet on-site with the neon sign parts guy from Longview to determine exactly what needs to happen to get it repaired and keep it in working order. Michael will request a consult with a third party to determine what the actual issues are with the sign and what our options are.
- 9. Next Board Meeting was set for Tuesday, September 24, 2024.
- 10. The meeting was adjourned at 1:53 on a motion from Brooke and a second from Kelly.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read 'Alexa Duke', written in black ink.

Alexa Duke, Tourism & Main Street Coordinator

City of Henderson
Main Street Department
1500 Lake Forest Parkway
Henderson, Texas 75652



Telephone: 903-392-8232
Fax: 903-657-7327
www.mainstreethenderson.com

AGENDA
HENDERSON MAIN STREET ADVISORY BOARD MEETING

Tuesday, July 23, 2024 – 12:15 pm,
Henderson Civic Center Board Room
1500 Lake Forest Parkway, Henderson, Texas 75652

Committee Members:

Kelly Bumgardner
Brooke Dover
Misty Evans
Leon Harris
Michael Loosier

Ex-Officio Members:

Alexa Duke, Main Street Coordinator
Wes Breitenberg, Community Development

Called to order by President at 12:33 p.m.

1. Citizen Presentation – Michael Loosier requested the Strand sign be repaired ASAP.
2. Downtown Association Report – The Association met Monday afternoon and set event dates for the remainder of 2024. They asked if we could provide rack cards with dates to remember and get banners made for larger events. It was suggested we look into getting a special postmark for big event days and a QR code for more information.
3. Minutes of the May 16, 2024 meeting were unanimously approved on a motion from Bumgardner and a second from Loosier.
4. June 2024 Financials were unanimously approved on a motion from Evans and a second from Dover. May financials will be reviewed at the August meeting, since the bank statement was not available at the time of the meeting.
5. Consider and act upon:
 - a. Brant Bane's resignation was unanimously accepted on a motion from Loosier and a second from Bumgardner.
 - b. Ben Patterson's application for board service was unanimously approved to be presented to Council for approval on a motion from Bumgardner and a second by Loosier.
 - c. The final mural design for 128 E. Main was tabled on a motion from Bumgardner and a second from Loosier.
 - d. A new message board for downtown was authorized, with final selection to be made by the Design Committee and not to exceed \$1,000 for sign, equipment, and postage. Loosier moved, Evans seconded, and the motion passed unanimously.
 - e. The Main Street Board canceled the Second Saturday Event Series but will continue to assist the Downton Association when possible.
6. Committee Reports:
 - a. Organization is reviewing grant guidelines and our bylaws.
 - b. Economic Restructuring had no report.
 - c. On behalf of Promotion & Design, Harris spoke with City Engineer Neal Holland about finalizing the design for Heritage Square to be made safer and ADA compliant. The City can do some of the demo work, since they need to replace the

utility services there anyway. Holland indicated he saw no way to complete the entire project for less than \$50,000. We will begin researching grant opportunities to fund the remainder.

7. The next board meeting was set for Tuesday, August 27, 2024
8. A motion to adjourn carried unanimously on a motion from Loosier and a second from Bumgardner.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read 'A Duke', written in black ink.

Alexa Duke, Tourism & Main Street Coordinator



MINUTES – REGULAR MEETING

HENDERSON HISTORIC LANDMARK PRESERVATION COMMITTEE

Tuesday, August 27, 2024 at 12:00pm

Henderson Civic Center Board Room

1500 Lake Forest Parkway

Henderson, Texas 75652

Committee Members Present:

Kelly Bumgardner

Brooke Dover

Misty Evans

Leon Harris

Michael Loosier

Ben Patterson

Ex-Officio Members:

Alexa Duke, Main Street Coordinator

Stephanie Kimbrell, Civic Center Manager

Committee Members Absent:

Bonnie Geddie

1. Called to Order at 12:00 p.m.
2. Citizen Presentation - none
3. On a motion from Loosier and a second from Bumgardner, the July 23, 2024 Minutes were unanimously approved.
4. The Façade Modification Application for 110 East Main Street was tabled, pending a request to the property owner to supply a more professional rendering of the proposed sign.
5. The final mural design for 128 E. Main was tabled on a motion from Kelly and a second from Michael.
6. The board considered parts of the bylaws that may need to be changed, specifically the requirement to seat members from specified professions or organizations on the board. Sign and façade grant applications need to be revised to include more recent or popular techniques that still respect the historic air of downtown. No action was taken, and the item was tabled back to committee on a motion from Michael and a second from Kelly.
7. The meeting was adjourned at 12:18 p.m. on a motion from Kelly and a second from Ben.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "A. Duke", is written over a horizontal line.

Alexa Duke

Tourism & Main Street Coordinator



Minutes – REGULAR MEETING
HENDERSON HISTORIC LANDMARK PRESERVATION COMMITTEE
Tuesday, July 23, 2024 at 12:00pm
Henderson Civic Center Board Room
1500 Lake Forest Parkway
Henderson, Texas 75652

Committee Members:

Kelly Bumgardner
Brooke Dover
Misty Evans
Leon Harris
Michael Loosier

Ex-Officio Members:

Alexa Duke, Main Street Coordinator
Ben Breitenberg, Community Development

1. Called to Order 12:05 p.m.
2. May 16, 2024 Minutes were unanimously approved on a motion from Bumgardner and a second from Loosier.
3. The Façade Modification Application for 126 West Main Street was approved unanimously, pending approval by the building owner, on a motion from Loosier and a second from Bumgardner.
4. The Sign Modification Application for 110/112 S. Marshall Street was unanimously approved on a motion from Loosier and a second from Dover.
5. The Sign Modification Application for 113 E. Main Street was unanimously approved on a motion from Bumgardner and a second from Loosier.
6. On a motion from Bumgardner and a second from Dover, the final mural design at 128 E. Main Street was unanimously tabled.
7. No action was taken on a by-laws change in reference to board composition.
8. Brant Bane's resignation was unanimously accepted on a motion from Bumgardner and a second from Loosier.
9. The board unanimously agreed to forward Ben Patterson's application for board service to council for approval, on a motion from Bumgardner and a second from Dover.
10. The meeting was adjourned at 12:33 p.m. on a motion from Loosier and a second from Dover.

Respectfully submitted,

Alexa Duke
Tourism & Main Street Coordinator