



THE CITY COUNCIL OF THE CITY OF HENDERSON, TEXAS, WILL MEET ON TUESDAY, THE 19TH DAY OF NOVEMBER 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

1. Canvass November 5, 2024 election returns by Mayor John "Buzz" Fullen, Presiding Officer of the Canvassing Authority, to issue Summary of Returns and certification that figures on tally sheets correspond with figures on returns for: Mayor, Council Members in Districts Two and Three. (La eleccion del 5 noviembre de 2024 del sondeo vuelve por Alcalde Patricia Brack, Presidente de la autoridad de solicitacion de votos, al resumen de la edicion de las vueltas para: Alcalde y Distrito Dos del Miembro del Consejo y Distrito Tres del Miembro del Consejo.)
2. Issue certificates of election and oath of office to persons elected to the following offices: Mayor, Council Member District Two and Council Member District Three. (Publique los certificados de eleccion y de juramento de toma de posesion a las personas elegidas a las oficinas siguientes: Mayor, Distrito Dos del Miembro del Consejo, Distrito Tres del Miembro del Consejo.)
3. Presentation to outgoing Mayor and/or Council Members
4. Appointment of Mayor Pro-Tem. (Mayor)

CONSENT AGENDA

5. Consideration of possible action upon the minutes of the meeting held October 15, 2024. (Jimerson)
6. Consideration and possible action upon street closures for the annual Christmas Tree Lighting and Parade December 5, 2024 (Ybarra/Taylor) at 6 p.m.
7. Consideration and possible action upon a contract with MPA Fireworks for the Independence Day Fireworks display to be held July 4, 2025 (Ybarra)
8. Consideration and possible action upon the HEDCO financials for the month of September 2024.

COUNCIL BUSINESS – REGULAR SESSION

9. Consideration and possible action upon the re-appointment of the Planning and Zoning Members William Garmon III and Scott Droddy for a two-year term. (Jimerson)
10. Consideration and possible action upon a minor plat combining lots in the Brookridge Addition, also known as the Zied Addition. (Jimerson)

DEPARTMENTAL REPORTS:

- 11. 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 for September 2024
 - L. Director of Operations Departmental Reports below.

Civic Center

Main Street/Tourism

Municipal Court

BOARDS AND COMMISSIONS

Board of Adjustments Minutes of the meeting held November 12, 2024.

Planning and Zoning Minutes of the meeting held November 12, 2024.

Cemetery Board Meeting Minutes

Main Street Meeting Minutes

Preservation Minutes

EXECUTIVE SESSION:

REGULAR SESSION:

ADJOURNMENT

- 12. 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

Summary Results Report
2024 General Election
November 5, 2024

OFFICIAL RESULTS

City of Henderson, Texas

Statistics	TOTAL	Absentee	Early Voting	Election Day
Registered Voters - Total	34,424			
Ballots Cast - Total	21,818	748	15,309	5,761
Ballots Cast - Blank	4	2	2	0

Summary Results Report
2024 General Election
November 5, 2024

City of Henderson, Mayor
Vote For 1

	TOTAL	VOTE %		Absentee	Early Voting	Election Day
Henry Pace	3,199	100.00%		131	2,534	534
Total Votes Cast	3,199	100.00%		131	2,534	534
Overvotes	0			0	0	0
Undervotes	964			63	740	161

City of Henderson, City Council Dist. 2
Vote For 1

	TOTAL	VOTE %		Absentee	Early Voting	Election Day
Reginald Weatherton	234	48.95%		20	162	52
Michael Searcy	244	51.05%		5	202	37
Total Votes Cast	478	100.00%		25	364	89
Overvotes	0			0	0	0
Undervotes	159			6	120	33

City of Henderson, City Council Dist. 3
Vote For 1

	TOTAL	VOTE %		Absentee	Early Voting	Election Day
Gregory Jackson	281	100.00%		10	214	57
Total Votes Cast	281	100.00%		10	214	57
Overvotes	0			0	0	0
Undervotes	158			7	126	25

MINUTES OF THE
HENDERSON CITY COUNCIL
Regular Scheduled Meeting

October 15, 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 called the meeting to order at 6 p.m.

Council members present were Stephen Strong, Reggie Weatherton, Henry Pace, Melissa Morton, and Gina Juarez.

Staff members present were City Manager Jay Abercrombie, City Secretary and Acting Zoning Administrator Cheryl Jimerson, City Attorney Russell Brown, Chief of Police Chad Taylor, Fire Chief Sonny Ybarra, Director of Operations Davis Brown, Director of Public Services Kirk Kimbrell, Director of Utilities and Infrastructure Delivery David Hortman, Building Inspector/Magager of Community Development Cliff McElfresh, Finance Director Karen Arnall, Civic Center Manager Stephanie Kimbrell, Executive Leadership Assistant/HR Specialist Hillary Faulkner, and HEDCO Director Bret Gardella.

INVOCATION AND PLEDGE OF ALLEGIANCE:

Council Member Henry Pace gave the invocation, Council Member Stephen Strong led the Pledges.

CITIZENS COMMENTS

There were no citizens' comments.

PRESENTATIONS/ANNOUNCEMENTS

The City Manager reminded everyone about the Dedication of the Municipal Services Complex and the unveiling of the conference/workrooms and Council/Municipal Courtroom.

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

COUNCIL BUSINESS – REGULAR SESSION

5. Consideration and possible action upon awarding the City of Henderson's Street Contract #24. (Holland/Brown)
The Director of Operations, Davis Brown stated: On Thursday, September 12, 2024, the city received two bids for the 2024 Master Street Improvements Project. The low bidder for the base work was Rayford's Truck and Tractor of Marshall, Texas with a total bid 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 through field-testing the presence of groundwater is observed, and 2) reconstruction of the Henderson Sports Complex roadway. The subtotal of the Additive Alternate bid items is

\$345,590.00. 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 presence of groundwater. If found, then the engineer may or may not authorize this work. Both the base bid and the additive alternate bid total are \$1,825,769.00

Council Member Reggie Weatherton made a motion to award the bid to Rayford's Truck and Tractor, duly seconded by Council Member Henry Pace. The vote was unanimous.

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)

City Manager Jay Abercrombie stated the TxCDBG grant will provide funds to make Broadway a concrete street. Council Member Reggie Weatherton made a motion to approve the advertising of Requests for Proposals for Grant Administration Services, duly seconded by Council Member Gina Juarez. The vote was unanimous.

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)

City Manager Jay Abercrombie stated that this is for the same TxCDBG Grant, concrete street on Broadway. Council Member Gina Juarez made a motion to approve the advertising of Requests for Proposals for Engineering Services, duly seconded by Council Member Melissa Morton. The vote was unanimous.

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)

Acting Zoning Administrator/City Secretary Cheryl Jimerson explained: Mr. TenBrink submitted a minor plat application requesting to subdivide his lot on HWY 323/N. Van Buren Street into two lots, Lot 1, 5.338 acres, to build a residential home and shop on and Lot 2, 1.314 acres to sell.

Council Member Stephen Strong made a motion to approve the minor plat, duly seconded by Council Member Henry Pace. The vote was unanimous.

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

Finance Director Karen Arnall stated there were no changes to the policy. #1 concern is keeping the money safe and drawing interest.

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

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)

City Manager Jay Abercrombie stated at the last Legislative Session a bill was passed forcing Municipalities to adopt a policy prohibiting TikTok and certain other social media applications from being used on governmental devices.

Council Member Melissa Morton made a motion to approve the policy prohibiting TikTok and other listed applications on governmental devices, duly seconded by Council Member Henry Pace. The vote was unanimous.

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.

City Secretary Cheryl Jimerson stated the reappointment is for existing members and the new appointment is the normal rotation for the banking institutes.

Council Member Melissa Morton made a motion to approve all the appointments to the HEDCO Board, duly seconded by Council Member Reggie Weatherton. The vote was unanimous.

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

City Secretary Cheryl Jimerson stated that this is an annual requirement for the City to adopt an official newspaper to run public hearings, bids and other governmental ads.

Council Member Reggie Weatherton made a motion to approve Henderson News to be the official newspaper, duly seconded by Council Member Stephen Strong. The vote was unanimous.

DEPARTMENTAL REPORTS:

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

Council Member Stephen Strong announced he is very appreciative of all the efforts Wes Breitenbery, Kirk Kimbrell and Cliff McElfresh put into securing the house in Inwood Oaks.

Council Member Reggie Weatherton asked how the City is handling the junk on properties within the city?

Community Development Manager Cliff McElfresh stated the code enforcement officers on staff for the city must have a full year under supervision before they are able to go out and enforce the regulations on their own. The department is working toward that goal on a daily basis.

Council Member Stephen Strong asked if the City had a need to update the city ordinances in place? Community Development Manager Cliff McElfresh stated they are working on them.

Council Member Reggie Weatherton greeted the new Director of HEDCO, Bret Gardella, at our monthly Council Meetings.

- 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

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

EXECUTIVE SESSION:

REGULAR SESSION:

ADJOURNMENT

14. Adjourn

Council Member Melissa Morton made a motion to adjourn at 6:26 p.m., duly seconded by Council Member Reggie Weatherton. The vote was unanimous.

ATTEST:

APPROVED:

Cheryl Jimerson, City Secretary

Henry Pace, Mayor



City Council

Agenda Item # 6.

SUBJECT: Consideration and possible action upon street closures for the annual Christmas Tree Lighting and Parade December 5, 2024 (Ybarra/Taylor) at 6 p.m.

MEETING DATE: November 19, 2024

DEPARTMENT: Administration

CONTACT: Sonny Ybarra, Fire Chief, Chad Taylor

RECOMMENDED CITY COUNCIL ACTION: Approval of the street closures for the December 2024 Christmas Parade.

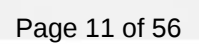
ITEM SUMMARY: Streets closed for the annual Christmas tree lighting and parade.

BACKGROUND INFORMATION:

SPECIAL CONSIDERATIONS:

SUPPORTING MATERIALS:

1. Parade Map (1)





City Council

Agenda Item # 7.

SUBJECT: Consideration and possible action upon a contract with MPA Fireworks for the Independence Day Fireworks display to be held July 4, 2025 (Ybarra)

MEETING DATE: November 19, 2024

DEPARTMENT: Fire Department

CONTACT: Sonny Ybarra, Fire Chief

RECOMMENDED CITY COUNCIL ACTION: Approval of the 2025 MPA Fireworks display contract.

ITEM SUMMARY: MPA Fireworks contracts with the city upon an annual contract for the Freedom Festival fireworks show.

BACKGROUND INFORMATION:

SPECIAL CONSIDERATIONS:

SUPPORTING MATERIALS:

1. MPA Firework Contract 25

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

City of Henderson
300 W. Main
Henderson, TX 75654

November1, 2024

Firework Display Contract

Contract for July 4, 2025, Firework Display

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

Contractor will provide Client with a Firework Display on July 4, 2025, at or around 2125. Length of display is approximately 20 minutes. Display site is at determined site as designated by Client.

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

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

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

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

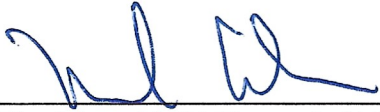
Client understands that fireworks display will or could produce trash and debris and Contractor will do their best to remove and clean up.

The cost of firework display is \$13,500

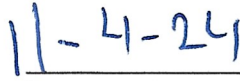
Contractor and Client fully understand that all requirements, permits, and conditions must be met and any changes made in accordance with state and federal regulations and the Authority Having Jurisdiction (City of Henderson Fire Marshall) reserves the right to approve or deny the fireworks display,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

A deposit of 50% {\$6750.00} is due on or before January 15, 2025, with the balance due on or before July 15, 2025.

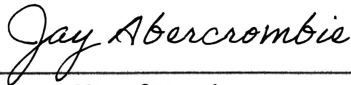
An alternate date is set for July 6, 2025, in the event the firework display cannot be shot on July 4, 2025.



Mike Adams/ MPA Fireworks LLC



Date



Signature City of Henderson

11-5-2024

Date



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

Statement

Date: 11-1-2024

Amount Due: \$6,750.00

Bill To:
City of Henderson
300 W. Main
Henderson, Tx 75654

INV# HEN2025	
Item	Price
Fireworks 50% deposit	\$6,750.00

Fireworks for July 4, 2025 \$13,500.00
50% deposit due by 1-15-2025
Balance due by 7-15-2025



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

Statement

Date: 11-1-2024

Amount Due: \$6,750.00

Bill To:
City of Henderson
300 W. Main
Henderson, Tx 75654

INV# HEN2025	
Item	Price
Fireworks 50% deposit	\$6,750.00

Fireworks for July 4, 2025 \$13,500.00
50% deposit due by 1-15-2025
Balance due by 7-15-2025



City Council

Agenda Item # 8.

SUBJECT: Consideration and possible action upon the HEDCO financial's for the month of September 2024.

MEETING DATE: November 19, 2024

DEPARTMENT: HEDCO

CONTACT:

RECOMMENDED CITY COUNCIL ACTION: To approve HEDCO financial's for the month of September 2024.

ITEM SUMMARY:

BACKGROUND INFORMATION:

SPECIAL CONSIDERATIONS:

SUPPORTING MATERIALS:

1. HEDCO FINANCIALS 2023-2024 (Updated Thru (2024-09-30))

HEDCO - APPROVED BUDGET 2023-2024

	A	B	C	D	E	F	G	H	I	J	K
1	Last Edit Date:		October 7, 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				\$	619,736.11		
3	Budget approved:		City Council - August 22, 2023	08/31/2024 Money Market Acct. # 4011759 Balance				\$	716,797.64		
4	Budget amended:			08/31/2024 Type B Checking Acct. # 4271963 Balance				\$	5,203,420.29		
5				Total Account Balances				\$	6,539,954.04		
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	9/30/2024	9/30/2024	Budget	Notes
9							12	12		100%	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	421,100.48	2,273,432.77	119%	Reflects 2 months (Aug. \$222,159.39 & Sept. \$198,941.09)
12	3025		Interest Income - Type A	165,500.00	158,463.05		60,000.00	3,409.95	63,707.76	106%	
13	3025		Interest Income - Type B				94,000.00	12,109.10	115,551.06	123%	
14	3030		Land Sales	123,246.60	203,346.60		286,730.54		286,321.54	100%	Sale of undivided interest in the Jim Allen Estate, Frisco St Ryan Ellis, Frisco street Brad Webb
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	436,619.53	2,744,013.13	116%	
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	9/30/2024	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	956.88	72,736.55	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	2,237.74	20,901.42	95%	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								Revenue for sale of 10 acres to SWEPCO.
30	6125		City Parking Lot				200,000.00	510.00	34,321.00	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	3,704.62	619,306.26	113%	
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	12,595.00	90%	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	689.45	3,570.16	143%	Office supplies, copy paper, printer cartridges, computers, printer, furniture, bookshelves, storage, etc.
41	6505		Postage & Shipping	100.00	261.75		250.00	223.01	359.01	144%	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	9/30/2024	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	50.00	500.00	83%	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		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	1,562.46	113,415.30	42%	
47											
48			Personnel Expenses								
49	7001		Contract Labor - Executive Director (with City)	161,539.00	138,553.08		161,539.00	26,211.36	154,988.83	96%	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	20,307.83	92,271.70	103%	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	13,652.29	77,552.21	110%	
59	7021		Contract Labor - Admin Asst Part Time				30,000.00	-	-	0%	Contract labor - Projected
60	7022		Contract Labor - Attorney				40,000.00	7,115.50	28,462.00	71%	
61			Subtotal - Personnel Expenses	339,199.00	268,989.03		396,789.00	67,286.98	354,441.74	89%	
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	9/30/2024	9/30/2024	Budget	Notes
63	Program Expenses										
64	7201		Website Annual License Fees	9,400.00	3,074.00		4,075.00		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		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	563.80	68,029.39	97%	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	2,488.29	6,397.48	53%	Meeting refreshments, BREP meals, Prospect Hosting, Industry Appreciation Luncheon
68	7205		Dues, Memberships & Subscriptions	17,250.00	6,648.32		10,000.00	1,912.35	8,976.88	90%	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	3,371.70	16,243.12	125%	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	8,336.14	116,471.87	96%	
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	9/30/2024	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	6,661.00	75,586.00	151%	Mowing, trimming, repairs & maintenance
80	7306		Monument and Wayfinding Sign - Industrial Park					1,450.00	2,900.00		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	8,111.00	110,090.83	22%	
86											
87	TOTAL EXPENSES			1,389,843.00	777,070.26		3,528,514.75	89,001.20	1,313,726.00	37%	
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	9/30/2024	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	11,500.00	1,230,661.46	119%	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	11,500.00	1,238,464.42	38%	
96											
97	TOTAL EXPENDITURES (Expenses + Capital Outlay)			5,589,843.00	4,019,843.30		6,800,448.25	100,501.20	2,552,190.42	38%	
98	Totals										
99		Total Revenues		2,167,009.73	2,350,530.55		2,355,730.54	436,619.53	2,744,013.13	116%	
100		(Less) Total Expenditures		5,589,843.00	4,019,843.30		6,800,448.25	100,501.20	2,552,190.42	38%	
101	Net Increase/Decrease In Unrestricted Net Assets			(3,422,833.27)	(1,669,312.75)		(4,444,717.71)	336,118.33	191,822.71	-4%	
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)	336,118.33	191,822.71	-4%	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	336,118.33	191,822.71		



City Council

Agenda Item # 9.

SUBJECT: Consideration and possible action upon the re-appointment of the Planning and Zoning Members William Garmon III and Scott Droddy for a two-year term. (Jimerson)

MEETING DATE: November 19, 2024

DEPARTMENT: City Secretary

CONTACT: Cheryl Jimerson

RECOMMENDED CITY COUNCIL ACTION: Staff recommend the appointment of two (2) board members to serve a two-year term on the Planning and Zoning Commission.

ITEM SUMMARY: The members of the Planning and Zoning Commission are appointed by the Mayor and Council to serve 2-year terms. William Garmon and Scott Droddy terms are about to expire. They both would like to serve another two-year term.

BACKGROUND INFORMATION: William Garmon has been a member since 1995 and Scott Droddy since 2020.

SPECIAL CONSIDERATIONS: None

SUPPORTING MATERIALS: None



City Council

Agenda Item # 10.

SUBJECT: Consideration and possible action upon a minor plat combining lots in the Brookridge Addition, also known as the Zied Addition. (Jimerson)

MEETING DATE: November 19, 2024

DEPARTMENT: City Secretary

CONTACT: Cheryl Jimerson

RECOMMENDED CITY COUNCIL ACTION: Staff recommends approval of this minor plat.

ITEM SUMMARY: Bradley and Linda McGinns submitted a minor plat application to combine 2 lots within the Brookridge Addition, also known as the Zied Addition. The McGinns' have plans to build a new home on the lot if approved. .

BACKGROUND INFORMATION:

SPECIAL CONSIDERATIONS:

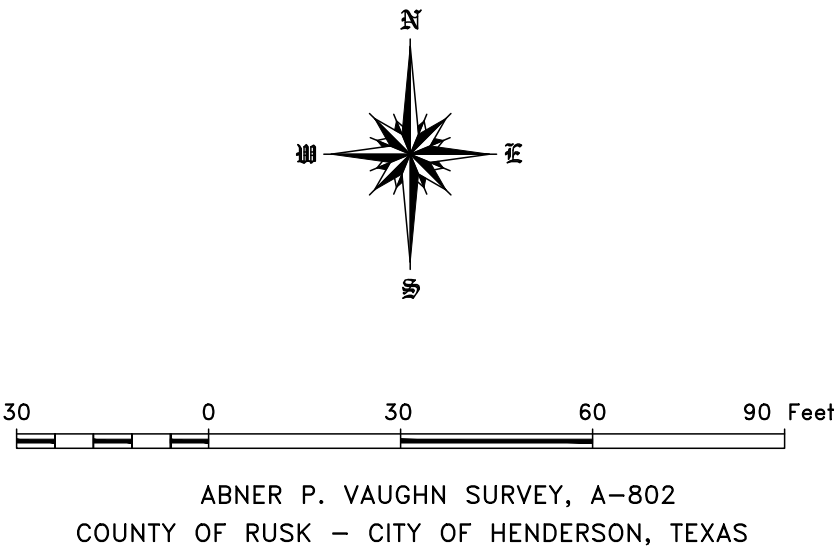
SUPPORTING MATERIALS:

1. Charlotte Addition Minor Plat

GENERAL NOTES

- 1) Volume and Page references shown hereon are to the Official Public Records of Rusk County, Texas.
- 2) References cited hereon are to record instruments defining the location of adjoining boundaries and the names appearing with such do not necessarily reflect ownership.
- 3) Bearings shown hereon are related to Grid North, North Central Zone of the Texas State Plane Coordinate System as determined by GPS observations made on site.
- 4) No material discrepancies in boundary found between the various deed descriptions.
- 5) Linear dimensions are in feet (horizontal) unless otherwise noted.
- 6) "All buildings to be constructed in this subdivision shall be placed at an elevation that is a minimum of six (6) inches above the top of the curb* fronting the lot to prohibit storm waters from entering the building."
- 7) Subject property lies in Zone X (area of Minimal Flood Hazard) according to the Flood Insurance Rate Map by FEMA – Community Panel Number 48401C0220C (effective date: September 29, 2010).
- 8) Minimum yard setback lines: Front Yard = 25', Rear Yard = 30' Side Yard = 10'.
- 9) Zoned: PD – Plan Development – Single Family
- 10) NOTICE: Selling a portion of this addition by metes and bounds is a violation of City Ordinance and State Law and is subject to fines and withholdings of utilities and building permits.

LEGEND	
■	= 1/2" IRON ROD FOUND WITH CAP STAMPED "DDM"
CM	= CONTROLLING MONUMENT
●	= 1/2" IRON ROD (FOUND)
P/C	= PLAT CALL
N.T.S.	= NOT TO SCALE
⊛	= TELEPHONE PEDESTAL
⊞	= ELECTRIC BOX
⊞	= GAS PIPELINE SIGN



CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	40.00	14.21	14.13	N 45°03'53" W	20°21'07"

KNOW ALL MEN BY THESE PRESENTS, that we, Bradley Clay McGinnis and Linda Kay McGinnis, owners, do hereby adopt this plat for subdivision being all of Lot 1 and Lot 2, Block F of Brookridge Villas described in deed from Scarlatt Holdings, Limited dated November 12, 2024 and recorded in Volume 4019, Page 195 of the Official Public Records of Rusk County, Texas; that the property shown hereon to be known as "LOT 1, BLOCK F OF CHARLOTTE ADDITION". It further certifies that all taxes are paid and that no delinquent taxes exist on this property.

SUBSCRIBED AND SWORN TO BEFORE ME THIS
THE _____ DAY OF _____ 2024.

BRADLEY CLAY MCGINNIS, OWNER

Notary Public in and for Rusk County, Texas.

SUBSCRIBED AND SWORN TO BEFORE ME THIS
THE _____ DAY OF _____ 2024.

LINDA KAY MACHINIST, OWNER

Notary Public in and for Rusk County, 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 required for Final Plat approval, have been complied with for the hereon referenced subdivision.

City Manager

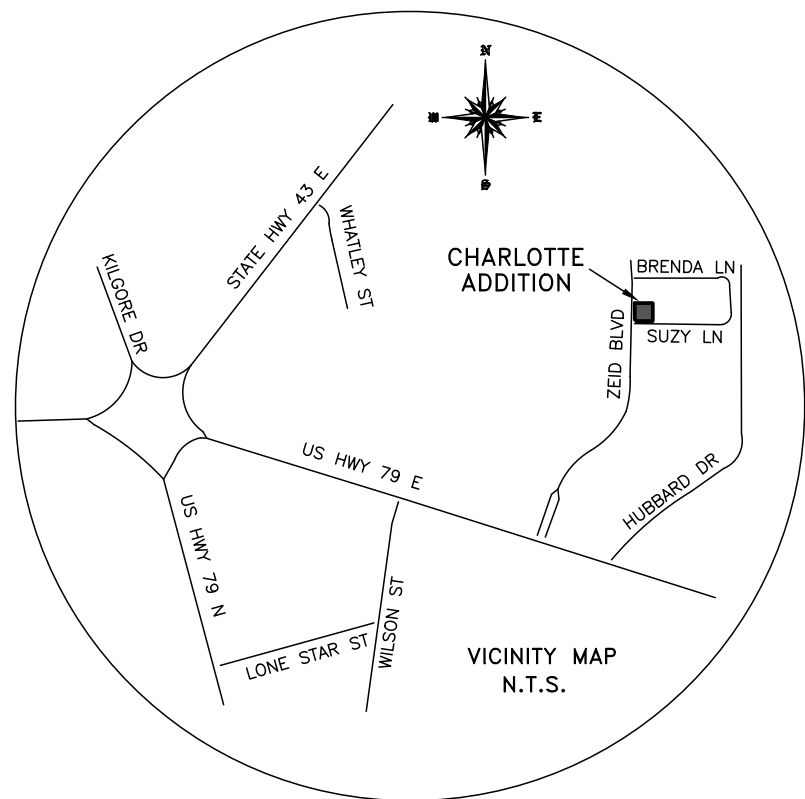
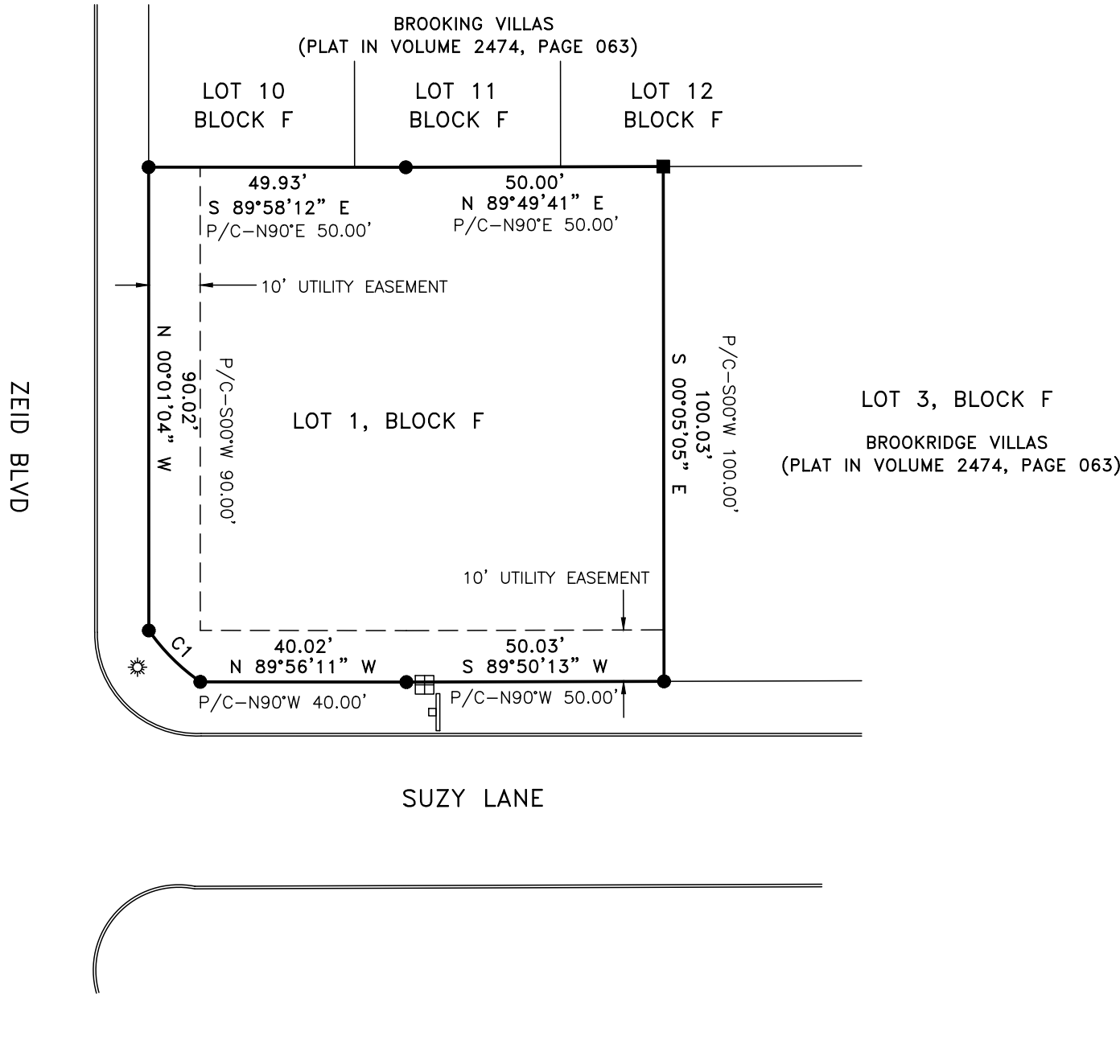
Date

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

Mayor

ATTEST:

City Secretary



”FOR PRELIMINARY REVIEW PURPOSES ONLY”

Preliminary, this documents shall not be recorded for purpose and shall not be used or viewed or relied upon as a final survey document.

I, Gary D. Bailey, Registered Professional Land Surveyor, Henderson, Texas, do hereby certify that this plat represents the results of a survey completed on the ground under my direction and supervision October 25, 2024.

GARY D. BAILEY, R.P.L.S. NO. 4725
TEXAS LICENSED SURVEYING FIRM REGISTRATION NUMBER: 101148-00



A MINOR PLAT FOR
CHARLOTTE ADDITION

SURVEY DATA HEREON PROVIDED BY
C.R. DANIELS & ASSOCIATES
GARY D. BAILEY, R.P.L.S. NO. 4725
P.O. BOX 2291
HENDERSON, TEXAS 75653
(903) 657-4416 & FAX (903) 655-0198

PROJECT NUMBER: 2410009

DRAWN BY: DKB

CHECKED BY: GDB

REVISIONS:

HENDERSON FIRE DEPARTMENT



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

On October 1st, the City of Henderson hosted a National Night Out Party at Fair Park. The Henderson Fire Department, along with the other city departments attended the event. This was the third year the National Night Out Party was hosted by the city. The event was attended by many citizens and participants from many different agencies from Henderson and Rusk County. The event was successful in bringing positive contact with the public.



October 2024 Call

Log

- Fire Calls: 64
- Medical Calls: 49
- Total Calls: 113
- Inspections: 23
- Hydrants: 65

October 2024 Monthly Report

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

October 27th, Henderson Fire Department A-Shift were asked to help judge a chili cookoff at Calvary Baptist Church. Firefighters made positive contact at the event with those taking part and attending the event.



This year's Paint The Town Pink, the Henderson Fire Department partnered again with some of the local restaurants again for the whole month of October. The restaurants agreed to donate a portion of the proceeds to the Henderson Fire Department Cancer Fund. This year, we had 16 restaurants, many who donated several days. The event was a success and HFD is looking forward to continuing to partner with those in our community with future PTTP. Full Armor held a volleyball tournament and our A shift along with some volunteer firefighters and girls from volleyball teams local represented HFD. They raised over \$1,000.00 during that tournament. We also had a raffle for prizes that were donated by local vendors.

October 29, Henderson Fire Department attended the Business Helping Business Expo. We had the privilege of judging chili for the chili contest. It was a great way to visit with local vendors and meet the public who attended.





UTHealth East Texas

City of Henderson

September 2024

Emergency Calls Compliance

Compliance
92.1%

Calls
141

Late
11

**Run# - 90416 – Priority 1 – Inter-facility
Total Response Time – 16 minutes 41 seconds**

Delay due to long chute time.

**Run# - 92619 – Priority 1 – Inter-facility
Total Response Time – 13 minutes 58 seconds**

Delay due to long chute time.

**Run# - 92651 – Priority 1 – Inter-facility
Total Response Time – 11 minutes 39 seconds**

Delay due to long chute time.

**Run# - 84122 – Priority 2 – Fall
Total Response Time – 15 minutes 21 seconds**

Delay due to original unit was diverted to higher priority call.

Run# - 84461 – Priority 2 – Inter-facility
Total Response Time – 09 minutes 50 seconds

Delay due to long chute time.

Run# - 85634 – Priority 2 – Fall
Total Response Time – 10 minutes 36 seconds

Delay due to long chute time.

Run# - 87332 – Priority 2 – Unconscious
Total Response Time – 09 minutes 26 seconds

Delay due to long chute time.

Run# - 90081 – Priority 2 – Inter-facility
Total Response Time – 10 minutes 37 seconds

Delay due to long chute time.

Run# - 92814 – Priority 2 – Assault
Total Response Time – 09 minutes 07 seconds

Delay due to long chute time.

Run# - 92855 – Priority 2 – Inter-facility
Total Response Time – 10 minutes 30 seconds

Delay due to long chute time.

Run# - 93906 – Priority 2 – Inter-facility
Total Response Time – 11 minutes 51 seconds

Delay due to long chute time.



UTHealth East Texas

City of Henderson

September 2024

Emergency Calls Compliance

Compliance
92.1%

Calls
141

Late
11

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Delay due to long chute time.

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Total Response Time – 11 minutes 51 seconds

Delay due to long chute time.



UTHealth East Texas

City of Henderson

October 2024

Emergency Calls Compliance

Compliance
94.5%

Calls
146

Late
8

**Run# - 99155 – Priority 1 – Inter-facility
Total Response Time – 19 minutes 20 seconds**

Delay due to a crew taking a bad route.

**Run# - 100161 – Priority 1 – Inter-facility
Total Response Time – 12 minutes 29 seconds**

Delay due to a crew taking a bad route.

**Run# - 100255 – Priority 1 – Inter-facility
Total Response Time – 14 minutes 59 seconds**

Delay due to a long out of chute time.

**Run# - 100408 – Priority 1 – Inter-Facility
Total Response Time – 37 minutes 14 seconds**

Delay due to multiple calls in the city.

**Run# - 100801 – Priority 1 – Inter-Facility
Total Response Time – 10 minutes 31 seconds**

Delay due to long out of chute time.

**Run# - 96986 – Priority 2 – Chest Pain
Total Response Time – 13 minutes 05 seconds**

Christus EMS ran the call. Called us when they were 2 minutes out so we told them to go ahead and take the call.

**Run# - 98450 – Priority 2 – Sick Person
Total Response Time – 12 minutes 35 seconds**

Delay due to mechanical issues.

**Run# - 103924 – Priority 2 – Inter-Facility
Total Response Time – 10 minutes 01 second**

Delay due to long out of chute time.

	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	Oct
		2024									
1019	1218	1033	974	996	1134	1261	1104	1038	1081	1076	1255
454	591	393	435	435	418	500	411	358	372	356	457
565	627	640	539	561	716	761	693	680	709	720	798
152	104	80	78	74	106	113	82	74	82	83	81
182	324	244	262	263	245	320	233	198	217	183	311
22	42	19	28	34	31	24	25	22	27	44	28
21	35	45	23	35	39	36	34	28	33	36	38
2	5	2	2	2	1	1	4	0	2	2	1
148	197	176	148	159	218	186	190	210	173	231	213
148	197	176	148	159	218	186	190	210	173	231	213
90	91	85	63	63	87	104	85	80	125	79	108
77	103	102	73	74	123	65	83	71	111	97	117
10	6	1	10	9	6	7	6	11	13	11	16
2	0	0	0	0	4	0	0	0	0	2	0
18	26	29	24	23	22	23	32	12	19	30	19
5	2	2	5	4	0	3	2	4	0	0	1
1	0	0	2	1	3	2	0	1	1	1	2

**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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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

11/01/2023

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

Training report for the month of October

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

Total number of officers moved from basic to intermediate – 0

Total number of officers moved to advanced – 0

Total number of officers moved to master- 0

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

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

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

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

Total number of Telecommunicators moved from advance to master-0

Total Proficiency level moves - **1**

Approximate hours of training hours for the month of October-**356.30**

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

Memo



To: Jay Abercrombie, City Manager

From: Chad Taylor, Chief of Police

cc: Cheryl Jimerson, City Secretary

Date: November 6, 2024

Re: Henderson Police Department Monthly Report



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

The Henderson Police Department had an exciting month for October. National Night Out was a great success and we appreciate all who helped us make it happen. The department attended Ribbon Cuttings for City Hall and other businesses in the city. The Department was also able to hand out candy and participate with the fire department at the Safety Fun Night on Halloween.

Officer initiated calls for service and traffic stops were up this month.

October 1, 2024– Chief Chad Taylor, Lt. Jarrod Finley, and Charles Helton picking up food for the National Night Out event.







October 3, 2024 – Chief Chad Taylor, Sgt. Charles Helton, and Stacey Strong at the Ribbon Cutting for the Crossroads Family Care.





October 15, 2024 – Sgt. Charles Helton at the Ribbon Cutting for Miley Surveying LLC.



October 16, 2024 – Chief Chad Taylor, at the Ribbon Cutting for the new City Hall building.



October 31, 2024 – Officer Jacob Estes and Dustyin Pike at the Safety Fun Night on Halloween.





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 October 2024

MONTHLY TOTALS BUILDING CONSTRUCTION VALUE: October 2024 \$155,940.00

MONTHLY TOTALS BUILDING CONSTRUCTION VALUE: October 2023 \$1,118,571.00

ANNUAL TOTAL BUILDING CONSTRUCTION VALUE: TO DATE 2024 \$18,042,124.00

ANNUAL TOTAL BUILDING CONSTRUCTION VALUE: Thru October 2023 \$27,486,835.40

BUILDING INSPECTORS REPORT

CODE ENFORCEMENT REPORT

Building Inspections	16	Food Establishment Inspections	10
Electrical Inspections	22	Food Truck/Trailer Permits	0
Plumbing Inspections	30	High Grass & Weeds	8
Mechanical Inspections	6	Junk Vehicles	1
Stop Work Orders	0	Illegal Signs	18
Other-Driveway, slab, etc.	8	Sub-Standard Structure Inspections/Notifications	0
Residential Plan Review	4	Illegal Dumping /Road debris/Illegal storage	0
Commercial Plan Review	2	Restaurant Grease Trap Inspection	0
Sign Permits Review	2	Abatements	3
Certificate of Occupancy	2	Other	0

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

Submitted by: Cliff McElfresh, Community Development Mgr.

Date:11/01/2024

HEDCO - APPROVED BUDGET 2023-2024

	A	B	C	D	E	F	G	H	I	J	K
1	Last Edit Date:		October 7, 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				\$	619,736.11		
3	Budget approved:		City Council - August 22, 2023	08/31/2024 Money Market Acct. # 4011759 Balance				\$	716,797.64		
4	Budget amended:			08/31/2024 Type B Checking Acct. # 4271963 Balance				\$	5,203,420.29		
5				Total Account Balances				\$	6,539,954.04		
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	9/30/2024	9/30/2024	Budget	Notes
9							12	12		100%	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	421,100.48	2,273,432.77	119%	Reflects 2 months (Aug. \$222,159.39 & Sept. \$198,941.09)
12	3025		Interest Income - Type A	165,500.00	158,463.05		60,000.00	3,409.95	63,707.76	106%	
13	3025		Interest Income - Type B				94,000.00	12,109.10	115,551.06	123%	
14	3030		Land Sales	123,246.60	203,346.60		286,730.54		286,321.54	100%	Sale of undivided interest in the Jim Allen Estate, Frisco St Ryan Ellis, Frisco street Brad Webb
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	436,619.53	2,744,013.13	116%	
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	9/30/2024	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	956.88	72,736.55	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	2,237.74	20,901.42	95%	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								Revenue for sale of 10 acres to SWEPCO.
30	6125		City Parking Lot				200,000.00	510.00	34,321.00	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	3,704.62	619,306.26	113%	
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	12,595.00	90%	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	689.45	3,570.16	143%	Office supplies, copy paper, printer cartridges, computers, printer, furniture, bookshelves, storage, etc.
41	6505		Postage & Shipping	100.00	261.75		250.00	223.01	359.01	144%	Stamps, Fed-Ex, UPS

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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	9/30/2024	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	50.00	500.00	83%	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		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	1,562.46	113,415.30	42%	
47											
48			Personnel Expenses								
49	7001		Contract Labor - Executive Director (with City)	161,539.00	138,553.08		161,539.00	26,211.36	154,988.83	96%	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	20,307.83	92,271.70	103%	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	13,652.29	77,552.21	110%	
59	7021		Contract Labor - Admin Asst Part Time				30,000.00	-	-	0%	Contract labor - Projected
60	7022		Contract Labor - Attorney				40,000.00	7,115.50	28,462.00	71%	
61			Subtotal - Personnel Expenses	339,199.00	268,989.03		396,789.00	67,286.98	354,441.74	89%	
62											

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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	9/30/2024	9/30/2024	Budget	Notes
63	Program Expenses										
64	7201		Website Annual License Fees	9,400.00	3,074.00		4,075.00		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		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	563.80	68,029.39	97%	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	2,488.29	6,397.48	53%	Meeting refreshments, BREP meals, Prospect Hosting, Industry Appreciation Luncheon
68	7205		Dues, Memberships & Subscriptions	17,250.00	6,648.32		10,000.00	1,912.35	8,976.88	90%	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	3,371.70	16,243.12	125%	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	8,336.14	116,471.87	96%	
74											

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7				Budget	Budget		BUDGET	1-Month Ended	2023-2024	% Of	
8	Acct.#		Description	2022-2023	2022-2023		2023-2024	9/30/2024	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	6,661.00	75,586.00	151%	Mowing, trimming, repairs & maintenance
80	7306		Monument and Wayfinding Sign - Industrial Park					1,450.00	2,900.00		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	8,111.00	110,090.83	22%	
86											
87	TOTAL EXPENSES			1,389,843.00	777,070.26		3,528,514.75	89,001.20	1,313,726.00	37%	
88											

HEDCO - APPROVED BUDGET 2023-2024

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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	9/30/2024	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	11,500.00	1,230,661.46	119%	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	11,500.00	1,238,464.42	38%	
96											
97	TOTAL EXPENDITURES (Expenses + Capital Outlay)			5,589,843.00	4,019,843.30		6,800,448.25	100,501.20	2,552,190.42	38%	
98	Totals										
99		Total Revenues		2,167,009.73	2,350,530.55		2,355,730.54	436,619.53	2,744,013.13	116%	
100		(Less) Total Expenditures		5,589,843.00	4,019,843.30		6,800,448.25	100,501.20	2,552,190.42	38%	
101	Net Increase/Decrease In Unrestricted Net Assets			(3,422,833.27)	(1,669,312.75)		(4,444,717.71)	336,118.33	191,822.71	-4%	
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)	336,118.33	191,822.71	-4%	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	336,118.33	191,822.71		

HERITAGE SYRUP FESTIVAL

We have 228 individual vendors signed up, filling 314 booth spaces. In comparison, last year we had 177 vendors, filling 276 booths. Print-on-demand online tee shirt sales featuring our Sally The Mule logo are still available at <https://www.bonfire.com/2024-heritage-syrup-festival/>

TOURISM & MAIN STREET

The Main Street Advisory Board voted at its October meeting not to host the Mardi Gras Gumbo Cookoff in 2025 and are brainstorming other fundraisers they can do in the coming year.

The Downtown Trick or Treating was a HUGE success, with the number of participating families growing by leaps and bounds. Several downtown merchants mentioned the need for crossing guards next year, to control traffic flow with so many children crossing the streets.



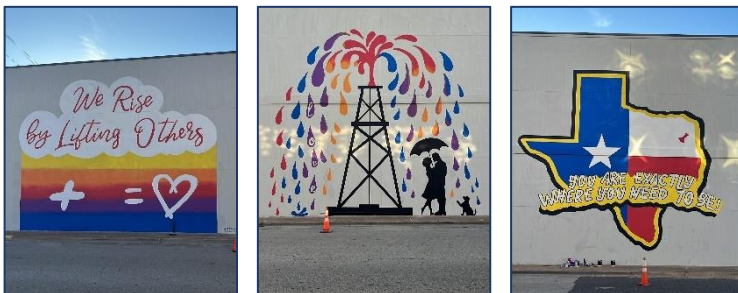
Next, we will focus on the holiday shopping season with our “Elf of the Shelf” promotion.

The season kicked off with Donovan’s Downtown annual Christmas window reveal, followed by excellent ice cream treats and old-fashioned sodas at our newest downtown business, Culpepper’s Country Store.



We have already begun receiving entries for the Christmas parade, scheduled for 6 p.m. on Dec. 5.

In case you haven’t seen them yet, the murals on the sidewall of Kelly B’s on The Square are finished!



CALENDAR EVENTS

- 10/3 Texas Main Street Program (TMSP) quarterly reports due and submitted
- 10/7 Meet with Bob Mauldin, planning for Expedition Texas Christmas episode
- 10/9 Update meeting with Main Street America and TMSP about annual report changes
- 10/14 Northeast Texas Tourism Council executive board meeting – Tyler
- 10/21 TMSP Manager Online Training
- 10/24 Syrup Festival food vendor meeting
- 10/29 Syrup Festival logistics meeting – City, county, Fire, PD, EMS, and all providing services for Festival
- 10/29 Planning meeting for Holiday Home Tour
- 10/31 Downtown Trick or Treat