

**MINUTES OF THE
HENDERSON CITY COUNCIL REGULAR
RESCHEDULED COUNCIL MEETING AND WORKSHOP**

March 22, 2022

The City Council met on this date at 5:00 p.m. with Mayor John (Buzz) Fullen presiding. Council Members present included Wes Breitenberg, Henry Pace, Michael Searcy, Melissa Morton., and Gina Juarez.

INVOCATION AND PLEDGE OF ALLEGIANCE: Council Member Henry Pace gave the Invocation and Mayor Fullen led the Pledges.

Staff members present for the workshop were City Manager Jay Abercrombie, City Secretary Cheryl Jimerson, Police Chief Chad Taylor, Fire Chief Rusty Chote, Public Utilities Director Randy Boyd, Director of Operations Davis Brown, Public Services Director Kirk Kimbrell, Finance Director Karen Arnall, Community Development Manager Cliff McElfresh, Zoning Coordinator Billy Hughes, Communications and Marketing Coordinator Phedra Johnson, and Executive Leadership Assistant and H.R. Specialist Hillary Faulkner,

Mayor Fullen opened the workshop up at 5:00 p.m. with City Manager Jay Abercrombie introducing Mark Bowers with Kimley Horn to discuss the scope of work, schedule, and contract on a Comprehensive Plan for the City of Henderson. Mark explained who each member of Kinley Horn was and what they would be doing during the process of the Comprehensive Plan. He continued with explaining the contract and scope of work that will take place during the process. Mark discussed with Council who they should be reaching out to for the committee members that help define what the Council, stake holders, business owners, citizens and others would like for the city to grow into and look like 30 plus years from now.

Staff members that joined the Council Meeting at 6:00 p.m. were Animal Center Director Charissa Pool and HEDCO Director John Clary.

CITIZENS COMMENTS

There were none.

PRESENTATIONS/ANNOUNCEMENTS

Proclamation for Sexual Assault Awareness Month (SAAM).
Mayor Fullen declared the month of April as SAAM.

Proclamation for “Don’t Mess with Texas” trash off event.
Leon Harris with Keep Henderson Beautiful (KHB) explained these cleanup days allow for applications to be submitted for the Government Community Achievement Award (GCAA) funds for beautification through TXDOT.

CONSENT AGENDA

- 1.Consideration and possible action upon minutes of: (Jimerson)
February 15, 2022 – Regular Council Meeting
- 2.Consideration and possible action upon HEDCO Financials of January 2022. (Clary)
- 3.Consideration and possible action upon a request from St. Jude Church for street closure on April 15, 2022 from Morris Street to St. Jude Church on the corner of Longview Drive and HWY 64. (Taylor/Chote)

Council Member Henry Pace made a motion approving the consent agenda items, duly seconded by Council Member Michael Searcy. Vote was unanimous.

COUNCIL BUSINESS – REGULAR SESSION:

- 4.Consideration and possible action upon ratification of one-time salary adjustment payments to all city employees excluding Directors, Elected and Appointed Officials due to the effects of covid and inflation. (Abercrombie)
City Manager Jay Abercrombie read the memo explaining what this one time-salary adjustment meant to the employees. “We are living in trying times and our community has not been sheltered from it. Over the last two years we have seen the devastation that the COVID 19 pandemic has brought to our city and county. Our employees had to find ways, as we all did, to buy groceries or other necessities while stores were forced closed for fear of spreading this unknown virus. All of this was done on below average salaries for the majority of our people. I see this as Extraordinary!”

we will make the appropriate decisions to address the salary concerns we have for our staff and those adjustments can happen starting in October. However, due to all of the previously mentioned conditions, our people are in need right now. My recommendation was to do a one-time salary adjustment paid to all City Employees and also to get it to them immediately. Council, you never wavered and expressed immediate support for this aid for our staff. Again, Extraordinary!

Council Member Michael Searcy made a motion documenting this one-time salary adjustment for official record, duly seconded by Council Member Gina Juarez. Vote was unanimous.

5. Consideration and possible action upon HEDCO annual 2020-2021 audit. (Clary)

HEDCO Executive Director John Clary stated at a meeting of the HEDCO Board on Thursday March 2, 2022 the HEDCO Board approved the annual audit provided by Morgan LaGrone, CPA, PLLC. John thanked HEDCO Administrative Assistant Karen Smith on a great job keeping very accurate records of HEDCO financials.

Council Member Michael Searcy made a motion approving HEDCO 2020-2021 audit, duly seconded by Council Member Henry Pace. Vote was unanimous.

6. Consideration and possible action upon the City of Henderson's annual audit for the 2020-2021 budget presented by a representative for Gollob Morgan and Peddy PC. (Arnall)

Finance Director Karen Arnall stated the City of Henderson contracts with Gollob, Morgan and Peddy PC to provide annual audits of all funds. Kaern turned the floor over to Kevin Cashin with Gollab, Morgan and Peddy PC. Kevin summarized the audit asking Council to turn to pages 6, 42, 43, and 63 of the audit explaining them in detail. Kevin asked if there were any questions Council may have, if so he would be happy to answer them. There were no questions at this time.

Council Member Michael Searcy made a motion to approve the audit, duly seconded by Council Member Henry Pace with Council Member Melissa Morton abstaining due to a family member working for this company. Vote was four for and one abstention.

7. Consideration and possible action upon the re-appointment of James Holmes as the Municipal Court of Records Judge to a four-year term expiring April 2026.

City Secretary Cheryl Jimerson explaining the city now being a Court of Record the City Charter states that over which shall preside the Municipal Judge, whose qualifications shall be prescribed by the Laws of the State of Texas "who shall be appointed by a majority vote of the City Council from recommendation of the City Manager or any member of the City Council"

The Laws of the State of Texas for a Court of Record Municipal Judge term can be two- or four-year terms, *this is determined by City Council*. It is the recommendation of staff to appoint James Holmes to a four-year term.

Council Member Melissa Morton made a motion to appointment James Holmes to a four-year term as the Court of Record Municipal Judge for the City of Henderson, duly seconded by Council Member Wes Breitenberg. Vote was unanimous.

8. Mayor Fullen opened the first public hearing at 6:25 p.m. upon the voluntary annexation application of a 10.61-acre tract located at 1900 W. Loop 571 N. for CenterPoint Energy Inc. (Jimerson)

City Secretary Cheryl Jimerson stated CenterPoint Energy submitted a voluntary annexation application February 2022 for said location. CenterPoint Energy will use this property as an office/warehouse location, it is adjacent to the HEDCO property located on Frisco Street within the city limits. There will be water service ran from W. Main (HWY 13) to 1900 W. Loop 571. There were no question nor citizen comments.

9. Mayor Fullen closed the public hearing at 6:27 p.m.

10. Consideration and possible action upon engineering service to design an elevator shaft and start the bid process from Stokes and Associates for the property located at 300 W. Main Street. (Brown/Holland)

Neal Holland with Stokes and Associates, Inc., has met with representatives for the City of Henderson and determined a Scope of Work and the services to be rendered for this Work Order. The general description of work shall be prepare the engineering design documents for construction of a new structural elevator shaft for the new City Hall, located at 300 W. Main. More particularly, the Project shall include sealed engineering and architectural documents for Civil, Architectural, Mechanical, Electrical, Plumbing and Geotechnical services required to facilitate construction of a new elevator. The Engineer shall work with the City of Henderson's pre-selected elevator company for the design of this system. The Engineer shall be compensated on a fixed-fee basis in accordance with the Scope of Work in the amount of Seventy-Five Thousand dollars (\$75,000) for completion of this work order.

Council Member Michael Searcy made a motion to approve engineering services as listed above, duly seconded by Council Member Wes Breitenberg. Vote was unanimous.

11. Consideration and possible action upon authorizing the City Manager to execute an agreement with UT health EMS. (Abercrombie)

City Manager Jay Abercrombie stated that our own Council Member Michael Searcy is part of the Emergency Management Operations for this area and turned the floor over to him to explain and answer any questions on this item. The TxWARN system is being integrated in our region and enables interoperability between agencies. This system will al-

12. Consideration and possible action upon the purchase of communication radios for the First Responders. (Taylor/Chote)
Police Chief Chad Taylor and Fire Chief Rusty Chote both recommend council approval upon the purchase of these radios to be able to utilize the agreement listed in item 11. These radios will integrate into the TxWARN system the Police and Fire Departments will need to purchase compatible radios. Both departments are requesting to purchase the Motorola APX radios that are compatible with the new Spillman system which will enable GPS locators, allowing Dispatch to track and locate first responders (carrying the radios) who are not responding. This radio also allows a police officer or fireman (that may be unable to speak) to enable a first responder down call which alerts dispatch to the distress call and gives an exact GPS location so that they can be located and assisted.
Council Member Michael Searcy made a motion for the purchase of said radios, duly seconded by Council Member Melissa Morton. Vote was unanimous.
13. Consideration and possible action upon Kimley Horn's scope of work, schedule, and contract for the Comprehensive Plan presented in the workshop. (Abercrombie)
City Manager Jay Abercrombie and staff recommends council approve the scope of work, schedule and contract with Kimley Horn.
"This type of plan produces a large scope of work that is outside the skill set of City staff. The City Council elected to use a consultant group to lead the discussion and development of the plan. This Request for Proposal (RFQ) would start the process of selecting said consultant for the project. The RFQ was posted on October 1, 2021 with a deadline for requests to be received by November 19, 2021.
Mayor Fullen selected a subcommittee to interview finalists that submitted their application with our Request for Qualification (RFQ) to help Henderson with our Comprehensive Plan (Henderson 2050). The subcommittee appointed consisted of: Mayor- Buzz Fullen, Mayor Pro Tem - Henry Pace, City Manager - Jay Abercrombie and HEDCO Executive Director- John Clary".
Council Member Henry Pace made a motion approving the scope of work, schedule, and contract with Kimley Horn, duly seconded by Council Member Wes Breitenberg. Vote was unanimous.
14. Consideration upon the second reading of Ordinance 2022-02-04 removing the one-way street during certain time on Lion Street. (Taylor)
Police Chief Chad Taylor reiterated from the last council meeting this was a request for Henderson I.S.D. Now that the construction of the football stadium has been completed, the need for the one-way status is no longer needed.
With no changes needed of said ordinance, Mayor Fullen closed the discussion.
15. Action upon the second reading of Ordinance 2022-02-04 removing the one-way street during certain time on Lion Street.
Council Member Gina Juarez made a motion approving Ordinance 2022-02-04, duly seconded by Council Member Michael Searcy. Vote was unanimous.
16. Consideration upon a recommendation from the Planning and Zoning Commission on the second reading of Ordinance 2022- 02-03 to amend the Henderson Zoning Map, changing the zone from General Commercial (C2) to Manufactured Home District (R4) located on the east side of Olivar, Pope Street and Martin King Jr. Drive. (Hughes/McElfresh)
Planning and Zoning Coordinator Billy Hughes reiterated from the last council meeting this will be just moving the district line to the middle of the street. *"this is where all lines for any type of district should be"*.
With no changes needed of said ordinance, Mayor Fullen closed the discussion.
17. Action upon the second reading of Ordinance 2022-02-03 amending the Henderson Zoning Map as stated in item 16.
Council Member Michael Searcy made a motion approving Ordinance 2022-02-03, duly seconded by Council Member Henry Pace. Vote was unanimous.
18. Consideration and possible action upon a minor plat combining parcels for 108 Cherry Street. (Hughes/McElfresh)
Planning and Zoning Coordinator Billy Hughes stated Mr. Lemley, a registered surveyor, has surveyed and prepared a new plat combining several parcels for Ms. Harris to give her a large enough lot to place a double wide manufactured home on. The proposed improvements to the property will meet all setback and zoning requirements. Staff recommends approval of this Minor Plat to combine several parcels of property into one. The property is in the R4 zoned district and represented by Councilman Michael Searcy.
Council Member Michael Searcy made a motion approving said minor plat, duly seconded by Council Member Henry Pace. Vote was unanimous.
19. Consideration and possible action upon a minor plat combining parcels on the corner of HWY 79 S and S. Evenside (Hughes/McElfresh)
Staff recommends approval of this Minor Plat that would combine several parcels of property into one. The property is in the C2 zoned district and represented by Council Member Gina Juarez.
BOHLER Engineering has surveyed the subject property and prepared a new plat combining several parcels that will be used for commercial development. The proposed improvements to the property will meet all setback and zoning requirements.
Council Member Gina Juarez made a motion approving said minor plat, duly seconded by Council Member Michael Searcy. Vote was unanimous.

The Company proposes to increase the customer charge used to calculate the customer's monthly bill by the amount listed below. The proposed Interim Rate Adjustment effective date is May 2, 2022, unless council approves a resolution suspending the rate increase for 45 days.

Council Member Melissa Morton approves Resolution 2022-03-01 suspending rate increase, duly seconded by Council Member Michael Searcy. Vote was unanimous.

DEPARTMENTAL REPORTS:

22. The City Council may deliberate and make inquiry into any item listed in the Departmental Reports. There were no questions on any of the reports.

- A. City Manager
- B. Fire Department
- C. Police Department
- D. Animal Center
- E. Community Development
- F. Public Services Department
- G. Parks and Recreation
- H. Public Utilities
- I. Finance Department
- J. City Secretary
- K. Communications and Marketing
- L. HEDCO

EXECUTIVE SESSION:

City Manager nor City Attorney had updates on the items listed for executive session and asked the item be dropped from the agenda.

23. Executive Session to consult with City Attorney discussing real property located at 300 W. Main, 400 W. Main and Streets in accordance with Vernon's Texas Government Code Annotated, Chapter 551, Section 072.

REGULAR SESSION

24. Reconvene into regular session.

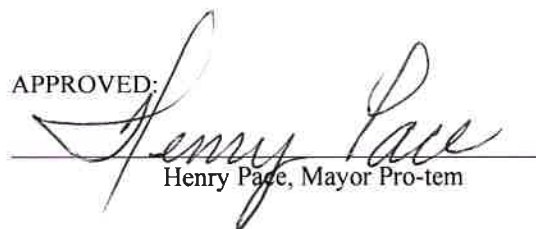
ADJOURNMENT:

25. There being no further business to come before Council at this time, upon a motion by Council Member Michael Searcy, duly seconded by Council Member Melissa Morton; with a unanimous vote of the Council, the meeting was adjourned at 7:28 p.m.

ATTEST:


Cheryl Jimerson, City Secretary

APPROVED:


Henry Pace, Mayor Pro-tem