



**CITY OF WHARTON
CONSULTANT SELECTION COMMITTEE AND
FINANCE COMMITTEE MEETING**

**Monday, April 12, 2021
5:30 PM**


CITY HALL

**NOTICE OF
CITY OF WHARTON
CONSULTANT SELECTION COMMITTEE AND FINANCE COMMITTEE MEETING**

Notice is hereby given that a Consultant Selection Committee and Finance Committee Meeting will be held on Monday, April 12, 2021 at 5:30 PM at the Wharton City Hall, 120 East Caney Street, Wharton, Texas, at which time the following subjects will be discussed to-wit:

SEE ATTACHED AGENDA

Dated this 8th day of April 2021.


By: 
Andres Garza, Jr., City Manager

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Consultant Selection Committee and Finance Committee Meeting is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice on the bulletin board, at City Hall of said City or Town in Wharton, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted on April 8, 2021, at 4:30 p.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said Meeting.

The Wharton City Hall is wheelchair accessible. Access to the building and special parking is available at the primary entrance. Persons with disabilities, who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at (979) 532-4811 Ext. 225 or by FAX (979) 532-0181 at least two (2) days prior to the meeting date. BRAILLE IS NOT AVAILABLE.

Dated this 8th day of April 2021.

CITY OF WHARTON

By: 
Paula Favors
City Secretary



A G E N D A
CITY OF WHARTON
Consultant Selection Committee and Finance Committee Meeting
Monday, April 12, 2021
City Hall - 5:30 PM

Call to Order.

Roll Call.

Public Comments.


Review and Consider:

1. Minutes from the meeting held February 8, 2021.
2. City of Wharton Annual Budget Calendar for fiscal year 2021-2022.
3. Resolution: A resolution of the Wharton City Council awarding a contract for acquisition services for the City of Wharton FM 1301 Extension Project and authorizing the Mayor of the City of Wharton to execute all documents related to said contract.

Adjournment.

City of Wharton
120 E. Caney Street
Wharton, TX 77488

CONSULTANT SELECTION COMMITTEE AND FINANCE COMMITTEE

Meeting Date:	4/12/2021	Agenda Item:	Minutes from the meeting held February 8, 2021.
Attached are a copy of the draft minutes from the meeting held February 8, 2021.			
City Manager: Andres Garza, Jr.		Date: Thursday, April 8, 2021	
Approval: 			
Mayor: Tim Barker			

**MINUTES
OF
CITY OF WHARTON
CONSULTANT SELECTION COMMITTEE AND FINANCE COMMITTEE MEETING
120 EAST CANEY STREET
WHARTON, TEXAS 77488
Monday, February 8, 2021 –6:15 p.m.**

City Manager Andres Garza, Jr., declared a meeting of the City Council Finance Committee duly open for the transaction of business at 6:22 p.m.

Committee Members present were: Mayor Tim Barker, Councilmember Alice Heard and Councilmember Russell Machann.

Committee Member absent was: None.

City Council Member present was: None.

Staff members present were: City Manager Andres Garza, Jr., Finance Director Joan Anandel and Community Development Director Gwyn Teves.

Staff member absent was: Assistant to the City Manager Brandi Jimenez

Visitors: None.

Public Comments. There were no public comments.

The first item on the agenda was to review and consider minutes from the meetings held December 14, 2020 and January 11, 2021. Councilmember Russell Machann made a motion to approve the minutes as presented. Mayor Tim Barker seconded the motion. All voted in favor.


The second item on the agenda was to review and consider a Resolution: A resolution of the Wharton City Council awarding a contract for grant services for the Texas Community Development Block Grant-Downtown Revitalization Program/Main Street (TxCDBG-DRP/MS) Grant Programs administered by the Texas Department of Agriculture (TDA) and authorizing the Mayor of the City of Wharton to execute all documents related to said contract. Community Development Director Gwyn Teves stated to the Committee that the City Council approved the establishment of a Consultant Selection Committee and authorized the City Staff to go out for administrative services for the TxCDBG-DRP/MS grant programs administered by the TDA on December 14, 2020. She stated that proposals were received at City Hall on January 20, 2021 at 10:00 a.m. The Committee scored and ranked the proposals. After some discussion, Councilmember Russell Machann made a motion to recommend to the City Council to award a contract to Grantworks, the highest ranked firm, for the grant administration services for the Texas Community Development Block Grant-Downtown Revitalization Program/Main Street (TxCDGB-DRP/MS) Grant Programs administered by the Texas Department of Agriculture (TDA). Councilmember Alice Heard seconded the motion. All voted in favor.

The third item on the agenda was adjournment. Councilmember Russell Machann moved to adjourn. Mayor Tim Barker seconded the motion. All voted in favor.

The meeting adjourned at 6:30 p.m.

City of Wharton
 120 E. Caney Street
 Wharton, TX 77488

CONSULTANT SELECTION COMMITTEE AND FINANCE COMMITTEE

Meeting Date:	4/12/2021	Agenda Item:	City of Wharton Annual Budget Calendar for fiscal year 2021-2022.
<p>Attached is a copy of the proposed City of Wharton Budget Calendar for fiscal year 2021-2022.</p> <p>Finance Director Joan Andel will be present to answer any questions.</p>			
City Manager: Andres Garza, Jr.		Date: Thursday, April 8, 2021	
Approval: 			
Mayor: Tim Barker			



City of Wharton

120 E. Caney Street ° Wharton, TX
77488

Phone (979) 532-2491° Fax (979) 532-
0181

MEMORANDUM

To: Mr. Andres Garza, Jr.
City Manager

From: Joan Andel

Date: April 5, 2021

Re: Budget Calendar FY22

Attached is thee budget calendar for fiscal year October 1, 2021 – September 30, 2022. Please note, there are three (3) budget workshops for the City Council listed. Final adoption and setting of tax rate will occur at the City Council meeting on September 27, 2021.

I would like this placed on the City Council agenda for approval at the meeting on April 12, 2021.

Should you have any questions, please contact me.

Thank you.

**CITY OF WHARTON
BUDGET CALENDAR
FISCAL YEAR OCTOBER 1, 2021- SEPTEMBER 30, 2022**

<i>DATE</i>	<i>ACTIVITY</i>
April 12, 2021	Present budget calendar to City Council.
April 30, 2021	Receive estimate of total taxable value from appraisal district.
May 03, 2021	Distribute budget workpapers to department heads.
May 28, 2021	Department Heads return budget workpapers to finance department.
June 7-10, 2021	City Manager and Finance Director review workpapers and meet with Department Heads individually to discuss.
June 22, 2021	Budget Workshop with City Council - 6:00 p.m. City Hall
July 7, 2021	Complete the first draft of City Manager's proposed budget.
July 19, 2021	Budget workshop with City Council - 6:00 p.m. City Hall
July 26, 2021	Certified appraisal roll due from Appraisal District.
August 10, 2021	Budget Workshop with City Council - 6:00 p.m. City Hall
August 14, 2021	Publish notice of public hearing on tax increase (if necessary)
August 20, 2021	City Manager files proposed budget with City Secretary
August 23, 2021	City Manager presents proposed budget to City Council. Public hearing on tax increase (if necessary)
August 28, 2021	Publish notice of second public hearing on tax increase (if necessary) Publish notice of tax revenue increase (if necessary). Publish notice of revenues and expenditures.
September 13, 2021	Public hearing on proposed budget- revenues and expenses. Second public hearing on tax increase (if necessary)
September 27, 2021	Adopt budget, appraisal roll and set the tax rate.

City of Wharton
120 E. Caney Street
Wharton, TX 77488


CONSULTANT SELECTION COMMITTEE AND FINANCE COMMITTEE

Meeting Date:	4/12/2021	Agenda Item:	Resolution: A resolution of the Wharton City Council awarding a contract for acquisition services for the City of Wharton FM 1301 Extension Project and authorizing the Mayor of the City of Wharton to execute all documents related to said contract.
---------------	-----------	--------------	---

The City Council approved the establishment of a Consultant Selection Committee and authorized the City Staff to go out for Acquisition Services for the FM 1301 Extension on March 23, 2020.

Bids were received at City Hall on April 6, 2021 at 2:00 p.m.

Community Development Director Gwyn Teves will be present to answer any questions.

City Manager: Andres Garza, Jr.	Date: Thursday, April 8, 2021
Approval: 	
Mayor: Tim Barker	



City of Wharton

120 E. Caney • Wharton, TX 77488
Phone (979) 532-2491 • Fax (979) 532-0181

MEMORANDUM

DATE: April 6, 2021
FROM: Gwyneth Teves, Community Development Director
TO: Honorable Mayor and City Council
SUBJECT: Consultant Selection Committee for FM 1301 Extension Acquisition Services

The City Council approved the establishment of a Consultant Selection Committee and authorized the City Staff to go out for Acquisition Services for the FM 1301 Extension on March 23, 2020.

Bids were received at City Hall on April 6, 2021 at 2pm.

The CSC Committee will meet on Monday, April 12, 2021 at 5:30pm to score the proposals and provide a recommendation to the City Council at the meeting at 7pm.

If you should have any questions, please contact me at 979-532-2491 ext. 238. Thank You.

**CITY OF WHARTON
RESOLUTION NO. 2021-XX**

A RESOLUTION OF THE WHARTON CITY COUNCIL AWARDED A CONTRACT FOR ACQUISITION SERVICES FOR THE CITY OF WHARTON FM 1301 EXTENSION PROJECT AND AUTHORIZING THE MAYOR OF THE CITY OF WHARTON TO EXECUTE ALL DOCUMENTS RELATED TO SAID CONTRACT.

WHEREAS, The Wharton City Council wishes to enter into a contract for Acquisition Services for the City of Wharton FM 1301 Extension Project with _____; and,

WHEREAS, The City of Wharton and _____ wishes to be bound by the conditions as set forth in the agreement; and,

WHEREAS, The Wharton City Council wishes to authorize the Mayor of the City of Wharton to execute said contract.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WHARTON, TEXAS as follows:

Section I. The Wharton City Council hereby authorizes the Mayor of the City of Wharton to execute an agreement with _____ for Acquisition Services for the City of Wharton FM 1301 Extension Project.

Section II. The City of Wharton and _____ are hereby bound by the conditions as set forth in the contract.

Section III. That this resolution shall become effective immediately upon its passage.

Passed, Approved, and Adopted this 12th day of April 2021.

CITY OF WHARTON, TEXAS

By: _____
TIM BARKER
Mayor

ATTEST:

PAULA FAVORS
City Secretary