



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

**Monday, February 08, 2021
6:15 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, February 08, 2021 at 6:15 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 4th day of February 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 February 4, 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.

Pursuant to V.T.C.A. Gov. Code Section 551.001 et seq., the City of Wharton City Council of Wharton, Texas will hold a meeting by Teleconference on Monday, February 8, 2021 at 6:15 p.m. at City Hall, 120 E. Caney St., Wharton, Texas 77488.

Join the meeting:

<https://zoom.us/j/91514705650?pwd=SUpjZDdDWDVWRDU4a01GVjI3T2dJdz09>

To dial in by phone:

+1 346 248 7799 US (Houston)

877 853 5257 US Toll-free

Meeting ID: 915 1470 5650


Password: 809970

If you wish to provide comments during the Public Comments portion of the meeting, submit an email before 3:00 p.m. Monday, February 8, 2021 to pfavors@cityofwharton.com and provide your name, address, telephone number and the agenda item on which you wish to speak.

City Staff will send an email providing instructions for commenting during public participation via videoconference directly to those registered to comment. The same rules apply to telephone comments as to in-person comments. They must be no more than 3 minutes in length.

Dated this 4th day of February 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, February 08, 2021
City Hall - 6:15 PM

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Call to Order.

Roll Call.

Public Comments.


Review & Consider:

1. Minutes from the meetings held December 14, 2020 and January 11, 2021.
2. 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.

Adjournment.

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

CONSULTANT SELECTION COMMITTEE AND FINANCE COMMITTEE

Meeting Date:	2/8/2021	Agenda Item:	Minutes from the meetings held December 14, 2020 and January 11, 2021.
Attached are a copy of the draft minutes from the meetings held December 14, 2020 and January 11, 2021.			
City Manager: Andres Garza, Jr.		Date: Thursday, February 4, 2021	
Approval: 			
Mayor: Tim Barker			

MINUTES
OF
CITY OF WHARTON
FINANCE COMMITTEE MEETING
120 EAST CANEY STREET
WHARTON, TEXAS 77488
Monday, December 14, 2020 –5:30 p.m.

City Manager Andres Garza, Jr., declared a meeting of the City Council Finance Committee duly open for the transaction of business at 5:38 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., Assistant to the City Manager Brandi Jimenez, Finance Director Joan Anandel and Community Development Director Gwyn Teves.

Staff member absent was: None.

Visitors: None.

Public Comments. There were no public comments.

The first item on the agenda was to review and consider minutes from the meeting held November 23, 2020. 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 Resolution: A resolution authorizing publication of Notice of Intention to issue Certificates of Obligation. Finance Director Joan Anandel stated to the Committee that the City Staff had been working with Mr. James Gilley of U.S. Capital Advisors LLC, the City's financial advisor, and Tom Sage, bond counsel with Hunton Andrews Kurth LLP, regarding the intention to issue certificates of obligation for the State Infrastructure Bank (SIB) loan thru the Texas Department of Transportation (TxDOT) for the Extension of FM1301 from SH 60 to US 59 in Wharton. She stated that the notice is required to be published once a week for two (2) consecutive weeks, the date of the first publication is to be at least forty-six (46) days before the date of the passage of the ordinance authorizing the issuance of the certificates of obligation. She stated that this item was taken to the City Council for approval on September 14, 2020 and was approved but due to the TxDOT Commission not being able to complete its approval process until January 28, 2021, it is necessary that the City re-publishes the notice to meet the required responsibility. After some discussion, Councilmember Russell Machann made a motion to recommend to the City Council the authorization of publication of Notice of Intention to issue Certificates of Obligation. Mayor Tim Barker seconded the motion. All voted in favor.

The third item on the agenda was to Discuss and consider approving one or multiple firms as eligible for construction contracting, having been the lowest qualified bidder(s) for the City of Wharton's bid solicitation under the Floods Housing Assistance Program – GLO CDBG-DR Contract # 19-076-050-B70":

- A. Resolution: A resolution of the Wharton City Council awarding a contract for construction for the 2016 Community Development Block Grant-Disaster Recovery (CDBG-DR) Grant Programs administered by the Texas General Land Office (GLO) and authorizing the Mayor of the City of Wharton to execute all documents related to said award.

Community Development Director stated that on August 27, 2018, the City of Wharton City Council approved resolution number 2018-66 approving the City Staff to submit an application for the CDBG-DR 2016 Floods Program. She stated that on February 4, 2019, the Mayor was notified that the City had been awarded the Community Development Block Grant - Disaster Recovery (CDBD-DR) funds in the amount of \$2 million dollars for the CDBG-DR 2016 Floods Program. She stated that this funding would assist homeowners with elevation, rehabilitation and reconstruction of homes to address existing damage and mitigate future damage. After some discussion, Councilmember Alice Heard made a motion to recommend to the City Council to award a contract for construction for the 2016 Community Development Block Grant-Disaster Recovery (CDBG-DR) Grant Programs administered by the Texas General Land Office (GLO). Councilmember Russell Machann seconded the motion. All voted in favor.

The fourth item on the agenda was to review and consider a Request from Texas Department of Transportation (TxDOT) for right-of way (ROW) for the proposed traffic signal upgrade at SH 60 and FM 102. City Manager Andres Garza, Jr. stated to the Committee that Mr. Jeffery Vinklerek, P.E., Director of Transportation Planning and Development TxDOT-Yoakum District had contacted him regarding the request of right-of-way for the proposed traffic signal upgrade at SH 60 and FM 102. He stated that in accordance with the Texas Administrative Code Title 43, Part 1, Chapter 15, Subchapter E. Federal and State and Local Participation, Section 15.55, that TxDOT was requesting from the City of Wharton, a fixed amount of the estimated cost of right-of-way acquisition and eligible utility adjustments. He stated that the estimated cost for the project is as follows:

RCSJ 0089-10-029 SH 60 City of Wharton, ROW Total Estimated cost is \$19,000.00. The City is responsible for 10% which would be \$1,900.00 and TxDOT is responsible for 90% which is \$17,100.00.

He stated that TxDOT would like to start acquiring the right of way after the new year, and they were needing the City's portion before the project starts. After some discussion, Councilmember Russell Machann made a motion to recommend to the City Council the approval of the costs in the amount \$1,900.00 to TxDOT for ROW for the proposed traffic signal upgrade at SH 60 and FM 102. Councilmember Alice Heard seconded. All voted in favor.

The fifth item on the agenda was to review and consider City of Wharton USDA Water Well – CR 222 Progress Update. The City Staff gave an update to the Committee on the City of Wharton USDA Water Well – CR 222 Progress. After some discussion, no action was taken.

The sixth item on the agenda was adjournment. Councilmember Russell Machann moved to adjourn. Councilmember Alice Heard seconded the motion. All voted in favor.

The meeting adjourned at 6:05 p.m.

**MINUTES
OF
CITY OF WHARTON
FINANCE COMMITTEE MEETING
120 EAST CANEY STREET
WHARTON, TEXAS 77488
Monday, January 11, 2021 –5:30 p.m.**

City Manager Andres Garza, Jr., declared a meeting of the City Council Finance Committee duly open for the transaction of business at 5:40 p.m.

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

Committee Member absent was: Councilmember Alice Heard.

City Council Member present was: None.

Staff members present were: City Manager Andres Garza, Jr., Assistant to the City Manager Brandi Jimenez, Finance Director Joan Andel and City Secretary Paula Favors.

Staff member absent was: None.

Visitors: None.

Public Comments. There were no public comments.

The first item on the agenda was to review and consider Ordinance: An ordinance approving an amendment to the City of Wharton Budget October 1, 2019 – September 30, 2020. Finance Director Joan Andel presented to the Committee the amendment to the City of Wharton Budget for the 2019-2020 Fiscal Year. After some discussion, Councilmember Russell Machann made a motion to recommend to the City Council the approval of the amendment to the City of Wharton, Texas, Budget for the 2019-2020 Fiscal Year. Mayor Tim Barker seconded the motion. All voted in favor.

The second item on the agenda was to review and consider Resolution: A resolution of the Wharton City Council implementing the second phase of City Employee Salary Adjustments and authorizing the City Manager of the City of Wharton to execute all documents related to said implementation. Finance Director Joan Andel stated to the Committee that the City Council approved in the FY2021 Budget employee salary increases. She stated that the City Staff had evaluated the revenue for the period of October 2020 thru December 2020 and that the amount received is very comparable to the same period last year. After some discussion, Mayor Tim Barker made a motion to recommend to the City Council to implement the second phase of the City Employee Salary Adjustments. Councilmember Russell Machann seconded the motion. All voted in favor.

The third item on the agenda was to review and consider Resolution: A resolution of the Wharton City Council amending City of Wharton Resolution No. 2020-39 for the continuation of the City of Wharton Temporary Policy and Procedures: HR 6201 Families First Coronavirus Response Act (FFCRA) and Emergency Paid Sick Leave (ESick) Act & Emergency Family and Medical Leave (EFMLA) Expansion Act and setting an effective date. City Secretary Paula Favors presented to

the Committee the draft policy to continue to provide guidance and instruction to employees on how to manage time away from work if a leave of absence is needed in accordance with the Emergency Paid Sick Leave Act (ESick) and the Emergency Family and Medical Leave (EFMLA). She stated that the current policy expired on December 31, 2020 and she requested that the City Council consider allowing the policy to continue until March 31, 2021. She stated that the qualifications would remain as stated in the policy that expired on December 31, 2020. They were as follows:

1. Employee is subject to a Federal, State or local quarantine or isolation order related to COVID-19;
2. Employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19;
3. Employee is experiencing symptoms of COVID-19 and is seeking a medical diagnosis;
4. Employee is caring for a family member who is subject to (1) or (2);
5. Employee is experiencing any other substantially similar condition specified by the Secretary of Health and Human Services in consultation with the Secretary of the Treasury and the Secretary of Labor.
6. Employee is caring for a son or daughter of such employee if the school or place of care of the son or daughter has been closed, or the child care provider of such son or daughter is unavailable, due to COVID-19;

She stated that since April 13, 2020, the City had paid over 1,200 hours of ESick to those employees who qualified. She requested to continue this temporary policy until March 31, 2021 to allow those employees who may be affected by the Coronavirus and that meet the qualifications to have a continuation pay up to 80 hours of pay for full time employees and up to *60 hours of paid leave for part time employees at the regular rate of pay. She stated that the time would be calculated from April 13, 2020 and those that have not used the full designated amounts of leave would still have the time available. After some discussion, Councilmember Russell Machann made a motion to recommend to the City Council to amend City of Wharton Resolution 2020-39 for the continuation of the City of Wharton Temporary Policy and Procedures: HR 6201 Families First Coronavirus Response Act (FFCRA) and Emergency Paid Sick Leave (ESick) Act & Emergency Family and Medical Leave (EFMLA) Expansion Act. Mayor Tim Barker seconded. All voted in favor.

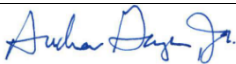
The fourth item on the agenda was adjournment. Councilmember Russell Machann moved to adjourn. Mayor Tim Barker seconded the motion. All voted in favor.

The meeting adjourned at 6:15 p.m.

Andres Garza, Jr., City Manager

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

CONSULTANT SELECTION COMMITTEE AND FINANCE COMMITTEE

Meeting Date:	2/8/2021	Agenda Item:	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.
<p>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. Bids were received at City Hall on January 20, 2021 at 10:00 a.m.</p> <p>Community Development Director Gwyn Teves will be present to answer any questions.</p>			
City Manager: Andres Garza, Jr.		Date: Thursday, February 4, 2021	
Approval: 			
Mayor: Tim Barker			



City of Wharton

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

MEMORANDUM

DATE: February 2, 2021
FROM: Gwyneth Teves, Community Development Director
TO: Honorable Mayor and City Council
SUBJECT: Consultant Selection Committee for TxCDBG-DRP/MS grant programs administered by the TDA Administrative Services

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.

Bids were received at City Hall on January 20, 2021 at 10am.

The CSC Committee will meet on Monday, February 8, 2021 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 AWARDDING 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.

WHEREAS, The Wharton City Council wishes to enter into a contract for Administrative 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) 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 Administrative 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).

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 8th day of February 2021.

CITY OF WHARTON, TEXAS

By: _____
TIM BARKER
Mayor

ATTEST:

PAULA FAVORS
City Secretary