



**CITY OF WHARTON  
CONSULTANT SELECTION COMMITTEE AND  
PUBLIC WORKS COMMITTEE MEETING**

**Monday, February 08, 2021  
6:30 PM**


***CITY HALL***

**NOTICE OF  
CITY OF WHARTON  
CONSULTANT SELECTION COMMITTEE AND PUBLIC WORKS COMMITTEE  
MEETING**

Notice is hereby given that a Consultant Selection Committee and Public Works Committee Meeting will be held on Monday, February 08, 2021 at 6:30 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 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 Public Works 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/99645320190?pwd=d2lsZjdVR0VrWGJ3YjZpL0psVHFPQT09>

To dial in by phone:

+1 346 248 7799 US (Houston)

877 853 5257 US Toll-free

Meeting ID: 996 4532 0190


Password: 375258

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 Public Works**  
**Committee Meeting**  
**Monday, February 08, 2021**  
**City Hall - 6:30 PM**

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**Call to Order.**

**Roll Call.**

**Public Comments.**


**Review & Consider:**

1. Minutes from the meeting held December 14, 2020.
2. Resolution: A resolution of the Wharton City Council awarding a contract for engineering 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 PUBLIC WORKS COMMITTEE

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

**MINUTES  
OF  
CITY OF WHARTON  
PUBLIC WORKS COMMITTEE MEETING  
City Hall, 120 East Caney Street, Wharton, Texas  
Monday, December 14, 2020 6:15 p.m.**

City Manager Andres Garza, Jr., declared a meeting of the City Council Public Works Committee duly open for the transaction of business at 6:15 p.m.

Committee Members present: Councilmember Don Mueller, Councilmember Clifford Jackson and Councilmember Terry Freese.

Committee Member absent: None.

Staff Members present: City Manager Andres Garza, Jr., Assistant to the City Manager Brandi Jimenez, Community Development Director Gwyneth Teves, Public Works Director John Plaia and Finance Director Joan Anandel.

Staff Members absent: None.

Visitors present: 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 9, 2020. Councilmember Terry Freese made a motion to approve the minutes as presented. Councilmember Clifford Jackson seconded. All voted in favor.

The second item on the agenda was to review and consider 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 Don Mueller 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 Clifford Jackson seconded. All voted in favor.

The third item on the agenda was to review and consider Texas Community Development Block Grant Downtown Revitalization Program and Main Street Grant Programs administered by the Texas Department of Agriculture:

A. Resolution: A resolution of the Wharton City Council authorizing the City Staff to issue requests for proposals (RFP) for administrative services and establishing a Consultant Selection Committee and developing evaluation criteria for the selection of administrative services for the 2021-2022 Community Development Block Grant (CDBG)-Downtown Revitalization/Main Street (DRP/MS) Programs administered by the Texas Department of Agriculture (TDA) for application and grant management.

B. Resolution: A resolution of the Wharton City Council authorizing the City Staff to issue Requests for Qualifications (RFQ) for engineering services and establishing a Consultant Selection Committee and developing evaluation criteria for the selection of engineering services for the 2021-2022 Community Development Block Grant (CDBG)-Downtown Revitalization/Main Street (DRP/MS) Programs administered by the Texas Department of Agriculture (TDA). Community Development Director Gwyn Teves stated to the Committee that The Texas Community Development Block Grant - Downtown Revitalization Program and Main Street Grant Programs administered by the Texas Department of Agriculture had recently announced a notice of funding opportunity for this program and that the applications were due May 3, 2021. She presented the Committee with a summary of the program and eligible activities. After some discussion, Councilmember Terry Freese made a motion to recommend to the City Council the approval the City Staff to issue requests for proposals (RFP) for administrative services and establishing a Consultant Selection Committee and developing evaluation criteria for the selection of administrative services for the 2021-2022 Community Development Block Grant (CDBG)-Downtown Revitalization/Main Street (DRP/MS) Programs administered by the Texas Department of Agriculture (TDA) for application and grant management and to recommend to the City Council the approval of the City Staff to issue Requests for Qualifications (RFQ) for engineering services and establishing a Consultant Selection Committee and developing evaluation criteria for the selection of engineering services for the 2021-2022 Community Development Block Grant (CDBG)-Downtown Revitalization/Main Street (DRP/MS) Programs administered by the Texas Department of Agriculture (TDA). Councilmember Don Mueller seconded the motion. All voted in favor.

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


The fifth item on the agenda was adjournment. Councilmember Don Mueller moved to adjourn. Councilmember Clifford Jackson seconded. All voted in favor. The meeting adjourned at 6:40 p.m.

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Andres Garza, Jr. City Manager

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

## CONSULTANT SELECTION COMMITTEE AND PUBLIC WORKS COMMITTEE

Meeting Date:	2/8/2021	Agenda Item:	Resolution: A resolution of the Wharton City Council awarding a contract for engineering 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 engineering 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 10:30 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 Engineering Services

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The City Council approved the establishment of a Consultant Selection Committee and authorized the City Staff to go out for engineering 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 10:30am.

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 AWARDING A CONTRACT FOR ENGINEERING 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 Engineering 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 Engineering 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 8<sup>th</sup> day of February 2021.

**CITY OF WHARTON, TEXAS**

**By:** \_\_\_\_\_  
**TIM BARKER**  
Mayor

**ATTEST:**

\_\_\_\_\_  
**PAULA FAVORS**  
City Secretary