



**CITY OF WHARTON
WHARTON HOUSING FINANCE CORPORATION**

**Tuesday, August 13, 2019
2:00 PM**

120 E CANEY ST, WHARTON, TX 77488

**NOTICE OF
CITY OF WHARTON
WHARTON HOUSING FINANCE CORPORATION**

Notice is hereby given that a Wharton Housing Finance Corporation will be held on Tuesday, August 13, 2019 at 2:00 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 9 day of August 2019.


By: /s/ Gary Nunez
Gary Nunez, President

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Wharton Housing Finance Corporation 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 August 9, 2019, at 04:30 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 9 day of August 2019.

CITY OF WHARTON



By: _____
Paula Favors
City Secretary



A G E N D A
CITY OF WHARTON
Wharton Housing Finance Corporation
Tuesday, August 13, 2019
City Hall - 2:00 PM

Call to Order.

Roll Call and Excused Absences.

Public Comments.

Review and Consider:

1. Appointment of Officers.
2. Reading of the minutes from the regular meeting held May 14, 2019.
3. Interlocal Agreement for Administrative Services between the Wharton Housing Finance Corporation and the City of Wharton.
4. Setting regular WHFC day and time.
5. Wharton Housing Finance Corporation Financial Report.
6. 2019 Texas Association of Local Housing Finance Agencies (TALHFA) Conference.
7. Current and future housing projects.

Adjournment.

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

HOUSING FINANCE CORPORATION

Meeting Date:	8/13/2019	Agenda Item:	Appointment of Officers.
A. President. B. Vice-President. C. Secretary. D. Treasurer. E. Executive Director			
President: Gary Nunez		Date: Friday, August 9, 2019	
Approval: /s/ Gary Nunez			
Secretary: Tonya Machann			

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

HOUSING FINANCE CORPORATION

Meeting Date:	8/13/2019	Agenda Item:	Reading of the minutes from the regular meeting held May 14, 2019.
<p>Attached is a draft copy of the minutes from the regular meeting held May 14, 2019.</p>			
President: Gary Nunez		Date: Friday, August 9, 2019	
Approval: /s/ Gary Nunez			
Secretary: Tonya Machann			

**MINUTES
OF
WHARTON HOUSING FINANCE CORPORATION
CALLED MEETING
MAY 14, 2019**

Boardmember Gary Nunez declared a Called Meeting duly open for the transaction of business at 2:00 P.M.

Board of Directors present were: Morris Dean, Gary Nunez, Curtis Edwards, Tonya Machann, Morrow Lou Sims, Worthy Carpenter, David Voulgaris and Wharton Housing Finance Corporation Executive Director Gwyn Teves.

Board of Directors absent were: None.

Visitors present were: City of Wharton Finance Director Joan Anandel and City Secretary Paula Favors.

Roll Call and Excused Absences. All members were present.

Public Comments. No comments were given.

The first item on the agenda was to review and consider reading of the minutes from the regular meeting held on April 9, 2019. After some discussion, Boardmember Worthy Carpenter moved to approve reading of the minutes from the regular meeting held on April 9, 2019. Boardmember Tonya Machann seconded the motion. All voted in favor.

The second item on the agenda was review and consider the Wharton Housing Finance Corporation Financial Report. City of Wharton Finance Director Joan Anandel presented the financial report as of April 30, 2019. After some discussion, Boardmember David Voulgaris moved to approve the Wharton Housing Finance Corporation Financial Report ending April 30, 2019. Boardmember Morris Dean seconded the motion. All voted in favor.

The third item on the agenda was to review and consider expenditures for 3/1/19-5/1/19. City of Wharton Finance Director Joan Anandel presented the expenditures for 3/1/19-5/1/19. After some discussion, Boardmember Tonya Machann moved to approve the expenditures for 3/1/19-5/1/19. Boardmember Curtis Edwards seconded the motion. All voted in favor.

The fourth item on the agenda was review and consider future housing projects. Executive Director Gwyn Teves discussed several on-going projects throughout the City of Wharton and future business openings. After some discussion, no action was taken.

Adjournment. There being no further discussion, Boardmember Morris Dean made a motion to adjourn. All voted in favor.

The meeting adjourned at 2:22 p.m.

Wharton Housing Finance Corporation
Called Meeting
May 14, 2019

WHARTON HOUSING FINANCE CORPORATION

By: _____
GARY NUNEZ
President

ATTEST:

TONYA MACHANN
Secretary

DRAFT

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

HOUSING FINANCE CORPORATION

Meeting Date:	8/13/2019	Agenda Item:	Interlocal Agreement for Administrative Services between the Wharton Housing Finance Corporation and the City of Wharton.
<p>At this time, the WHFC Board of Directors shall review the attached draft Interlocal Agreement for Administrative services and if satisfactory renew the agreement with the City of Wharton.</p>			
President: Gary Nunez		Date: Friday, August 9, 2019	
Approval: /s/ Gary Nunez			
Secretary: Tonya Machann			

**INTERLOCAL AGREEMENT FOR ADMINISTRATIVE SERVICES BETWEEN
THE WHARTON HOUSING FINANCE CORPORATION
AND
THE CITY OF WHARTON**

STATE OF TEXAS §

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF WHARTON §

THIS AGREEMENT, between the Wharton Housing Finance Corporation (hereinafter referred to as "WHFC"), acting by and through its President, and the City of Wharton, a Municipal Corporation, acting by and through its Mayor, situated in Wharton County, Texas (hereinafter referred to as "City"), as follows:

WITNESSETH

I.

The City agrees to provide an administrative office, administrative services and financial services to the WHFC according to the terms of this agreement. Services the City shall perform for the WHFC shall include:

1. Administrative Office

In accordance with Texas Local Government Code Chapter 394, the Corporation has voted to approve the City of Wharton City Hall, 120 E. Caney Street, Wharton, Texas, as the administrative office for WHFC. The City agrees to allow WHFC to use City Hall, 120 E. Caney Street, Wharton, Texas as:

- The administrative office of the corporation.
- The official meeting location for the corporation.
- The designated location to post all notices and agendas of meetings held by the corporation.

2. Administrative Support Services

The City of Wharton agrees to provide the following administrative services;

- Designate the City Manager or their designee as the WHFC Executive Director.
- Designate the City Secretary as the WHFC Public Information Coordinator.
- Designate the City Secretary as the WHFC Records Management Officer.
- Prepare, post and disseminate meeting notices, agendas, and supporting documentation for meetings.
- Provide legal notification and publication of all WHFC meetings.
- Prepare and maintain meeting minutes and resolutions.
- Implement and maintain a computerized records management system.
- Maintain all records as necessary and appropriate.

- Compose, compile, prepare and type a variety of documents including general correspondence, notices, resolutions, forms, records, bids, proposals, contracts, financial data, and reports.
- Respond to public information requests.

3. Financial Services

The City of Wharton agrees to provide the following financial services:

- Pay invoices on behalf of the WHFC.
- Reconcile bank statements on a monthly basis.
- Prepare monthly statements of revenues and expenses.

II.

COMPENSATION - The WHFC agrees to reimburse the City for any direct cost associated with performing the duties of this contract.

III.

It is the express purpose of this contract to have the City provide the services and space as outlined in Section I above. Nothing in this agreement shall be construed to divest the WHFC Board of Directors of its discretion and policy making functions.

IV.

TERMINATION - This contract may be terminated by the City or WHFC in whole, or from time to time, in part, whenever such termination is in the best interest of the City or WHFC. Termination shall be effective thirty (30) days after delivery of Notice of Termination specifying to what extent performance or work under the contract shall be terminated thirty (30) days after receipt by the notified party.

V.

OFFICIALS NOT TO BENEFIT - No public official of the governing body of the City who exercises any functions or responsibilities in the review or the approval of the undertaking or carrying out of any project hereunder, shall participate in any decision relating to the contract which affects his personal interest, nor shall he or she have any personal or pecuniary interest direct or indirect in this contract or proceeds thereof.

VI.

This agreement shall take effect on the 13th day of August 2019 and continue on a year to year basis.

IN WITNESS WHEREOF, the parties have executed this Contract in the year and on the day indicated above.

WHARTON HOUSING FINANCE CORPORATION

CITY OF WHARTON

By: _____
_____, President

By: _____
TIM BARKER, Mayor

ATTEST:

ATTEST:

By: _____
_____, Secretary

By: _____
PAULA FAVORS, City Secretary

Acknowledgments

STATE OF TEXAS §

COUNTY OF WHARTON §

This instrument was acknowledged before me on the _____ day of _____ 2019, by _____, President of the Wharton Housing Finance Corporation, on behalf of said corporation.

Notary Public, State of Texas

STATE OF TEXAS §

COUNTY OF WHARTON §

This instrument was acknowledged before me on the _____ day of _____ 2019, by **TIM BARKER**, Mayor of the City of Wharton, Texas, on behalf of said municipal corporation.

Notary Public, State of Texas

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

HOUSING FINANCE CORPORATION

Meeting Date:	8/13/2019	Agenda Item:	Setting regular WHFC day and time.
<p>At this time, the WHFC Board of Directors should set the regular meeting day and time.</p> <p>It is recommended that the Board consider setting the meetings to be quarterly unless a special meeting be called. The recommendation would be to set meetings for July, October, January, April.</p>			
President: Gary Nunez		Date: Friday, August 9, 2019	
Approval: /s/ Gary Nunez			
Secretary: Tonya Machann			

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

HOUSING FINANCE CORPORATION

Meeting Date:	8/13/2019	Agenda Item:	Wharton Housing Finance Corporation Financial Report.
<p>The Board will be presented with a copy of the Wharton Housing Finance Corporation Financial Report.</p>			
President: Gary Nunez		Date: Friday, August 9, 2019	
Approval: /s/ Gary Nunez			
Secretary: Tonya Machann			

City of Wharton
120 E. Caney Street
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HOUSING FINANCE CORPORATION

Meeting Date:	8/13/2019	Agenda Item:	2019 Texas Association of Local Housing Finance Agencies (TALHFA) Conference.
<p>Attached is information on the upcoming TALHFA Conference to be held in Houston October 2 – 4th, 2019.</p>			
President: Gary Nunez		Date: Friday, August 9, 2019	
Approval: /s/ Gary Nunez			
Secretary: Tonya Machann			

We invite YOU to join us! • October 2nd - 4th, 2019

The Power of Partnerships

27th Annual TALHFA Educational Conference

The Westin Oaks Houston at the Galleria • Book your room today!

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Conference registration information will be available soon.

We are currently accepting suggestions for 2019 session topics and speakers. Contact the TALHFA office.

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

HOUSING FINANCE CORPORATION

Meeting Date:	8/13/2019	Agenda Item:	Current and future housing projects.
Open discussion on current and future housing projects and opportunities.			
President: Gary Nunez		Date: Friday, August 9, 2019	
Approval: /s/ Gary Nunez			
Secretary: Tonya Machann			